

APPENDIX II

EAST AYRSHIRE COUNCIL

COMMUNITY CARE SUB-COMMITTEE OF THE SOCIAL WORK COMMITTEE

**MINUTES OF MEETING HELD ON FRIDAY 25 OCTOBER 1996 AT 1000 HOURS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Jimmy Boyd, Jane Darnbrough, David Macrae, Jim Kelly, John Smith and Eric Jackson.

ATTENDING: David Montgomery, Chief Executive; Douglas Bulloch, Depute Director of Social Work; Allan McDougall, Depute Director of Social Work; Bill Duncan, Head of Inspection, Registration and Complaints Unit; Bill Walkinshaw, Principal Administrative Officer; Kay Gilmour, Principal Officer (Community Care); Melanie Macleod, Administrative Officer; and Christine Baillie, Administrative Assistant.

APOLOGIES: Councillors Wilma Doyle, Alan Campbell, Bob Beattie and David Sneller.

CHAIR: Councillor Jimmy Boyd, Chair.

**SOCIAL WORK INSPECTION UNIT - ESTABLISHMENT OF AN ADVISORY
COMMITTEE (Item 4.11, Page 711)**

1. There was submitted a report dated 4 October 1996 (circulated) by the Director of Social Work advising of additional requirements and guidance issued by the Scottish Office Social Work Services Group in relation to the establishment of an Inspection Unit Advisory Committee, and proposing a two-phase approach to the establishment of an Advisory Committee in East Ayrshire, including proposed nominations in respect of phase 1.

The Sub-Committee, having noted the updated guidance and the proposed two phase approach in relation to the establishment of an Advisory Committee, agreed to recommend approval of the undernoted proposals which would be referred to the next meeting of the Social Work Committee for approval, together with a report by the Director of Support Services on related amendments to the Council's Scheme of Delegation:-

- (i) that membership of the Advisory Committee comprise 3 members of the Social Work Committee; 2 private providers; 2 voluntary providers; 8 users and carers (or appropriate representatives);
- (ii) that the nominees in terms of phase I of the Advisory Committee, as listed in Appendix I of this Minute, be considered for approval by the Council; and

- (iii) that the Advisory Committee be requested to report on matters relating to the recruitment, selection and nomination of future Advisory Committee members by April 1998.

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**SOCIAL WORK COMPLAINTS PROCEDURE
AND COMPLAINTS REVIEW SUB-COMMITTEE (Item 19, Page 939)**

- 2. There was submitted a report dated 15 October 1996 (circulated) by the Director of Social Work on the proposed format of a Social Work Complaints Procedure and the establishment of the Social Work Complaints Review Sub-Committee.

The Sub-Committee agreed to recommend approval of the undernoted proposals which would be referred to the next meeting of the Social Work Committee for approval, together with a report by the Director of Support Services on related amendments to the Council's Scheme of Delegation;-

- (i) that the arrangement for the operation of the proposed complaints procedure, as set out in Section 3.2 of the report, be approved;
- (ii) that a Complaints Review Sub-Committee, reporting to the Social Work Committee, be formed;
- (iii) that a briefing/training session be arranged for members of the Complaints Review Sub-Committee in due course; and
- (iv) that membership (other than the Chair) of the Complaints Review Sub-Committee be drawn on rota basis from members of the Social Work Committee, subject to availability to be administered by the Director of Support Services.

"PRIMARY CARE - THE WAY AHEAD" (item 5, page 1336)

- 3. There was submitted a report dated 4 October 1996 (circulated) by the Director of Social Work seeking approval for the proposed response from East Ayrshire Council to the NHS Management Executive Draft discussion paper entitled "Primary Care - The Way Ahead".

The Sub-Committee agreed:-

- (i) to approve the proposed response to the discussion paper as detailed in the report; and
- (ii) that a copy of the Council's response be remitted to Ayrshire and Arran Health Board for its information and consideration with a view to promoting a common cause pursuing nationally the aims contained within the Council's response document.

Councillor Kelly joined the meeting during discussion of this item.

EAST AYRSHIRE'S RESPONSE TO SCOTTISH AFFAIRS COMMITTEE

4. There was submitted a report dated 7 October 1996 (circulated) by the Director of Social Work on a proposed response by East Ayrshire Council to the invitation by the Scottish Affairs Committee to Local Authorities to submit issues for consideration in respect of Community Care funding to the next cycle of meetings of the Scottish Affairs Committee.

The Sub-Committee agreed:

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- (i) to approve the proposed submission by East Ayrshire Council to the Scottish Affairs Committee in relation to the Implementation of Community Care as detailed within the report; and
- (ii) that it be remitted to the Director of Social Work, in consultation with the Public Relations Department, to disseminate copies of an information report on this matter to organisations throughout East Ayrshire who have an interest in this field.

The meeting terminated at 1110 hours.

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APPENDIX III

SOCIAL WORK INSPECTION UNIT ADVISORY COMMITTEE

1.1 MEMBERSHIP (EAST AYRSHIRE COUNCIL).

- (i) Councillor Jane Darnbrough (Chair);
- (ii) Councillor Kathleen Hall; and
- (iii) Councillor Eric Ross.

1.2 PRIVATE SECTOR REPRESENTATIVES

- (i) Lindsay Stirrat; and
- (ii) Maureen Morris.

1.3 VOLUNTARY SECTOR REPRESENTATIVES

- (i) John Wylie; and
- (ii) Peter Miller.

1.4 USER AND CARER REPRESENTATIVES

- (i) Janet Smith,
- (ii) Jim Kirkland; and
- (iii) Moira Young;

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- (iv) Jess Walker;
- (v) Peter Neely;
- (vi) Reverend Lacy;
- (vii) Amy Kinnaird; and
- (viii) Maria Brady.