

APPENDIX III

EAST AYRSHIRE COUNCIL

**SOCIAL WORK INSPECTION UNIT ADVISORY COMMITTEE
OF THE SOCIAL WORK COMMITTEE**

**MINUTES OF MEETING HELD ON THURSDAY 11 DECEMBER 1997
AT 1445 HRS IN THE COUNCIL CHAMBERS, LUGAR**

PRESENT: Councillor Jane Darnbrough; and Babs Gallagher, Archie Henderson, Amy Kinnaird, Jess Walker, Maureen Morris, Lindsay Stirrat, Doreen Kelly and Peter Neely.

ATTENDING: Douglas Bulloch, Director of Social Work; Bill Duncan, Head of Inspection, Registration and Complaints Unit; May Martindale, Divisional Manager (North Division); Jim Hazlett, Divisional Manager (South Division); and Melanie Macleod, Administrative Officer.

APOLOGIES: Councillors Kathleen Hall and Eric Ross; and Moira Young and Maria Brady.

CHAIR: Councillor Jane Darnbrough, Chair.

CHAIR'S OPENING REMARKS

1. The Chair welcomed Mr Archie Henderson, Area Manager for the Church of Scotland, to the Advisory Committee and thanked Members of the Advisory Committee for their participation and commitment during the preceding informal discussion session.

MINUTES OF PREVIOUS MEETING

2. There was submitted for information and noted the Minutes of Meeting held on 27 June 1997 (circulated).

The Committee also noted:-

- (i) that the visits to residential units arranged by the Head of Inspection, Registration and Complaints Unit for small groups of Advisory Committee Members had proved extremely valuable and that further visits could be arranged on request;
- (ii) that the Inspection Unit's Operational Procedures document was currently under review and would be submitted to the next meeting of the Committee in reference to arrangements for Action Plans following Inspection reports; and
- (iii) that it had not been possible to make available to Members the last Annual Inspection Report prepared by Strathclyde Regional Council, but that examples of such reports produced by other Local Authorities were available for information.

MEMBERSHIP OF THE SOCIAL WORK INSPECTION UNIT ADVISORY COMMITTEE

3. It was reported and noted:-

- (i) that Mr Archie Henderson, Area Manager for the Church of Scotland, had been appointed to the Advisory Committee following the resignation of Mr John Wylie; and
- (ii) that the Reverend David Lacy had resigned formally from the Advisory Committee.

RECRUITMENT OF ADVISORY COMMITTEE MEMBERS

4. The Head of the Inspection, Registration and Complaints Unit reported on the outcome of discussions with the Advisory Committee Members during the informal discussion session which proceeded the meeting, in respect of the future recruitment of Advisory Committee Members.

It was noted:-

- (i) that current membership of the Advisory Committee should not preclude continued membership of the Advisory Committee or future appointments to it;
- (ii) that the possibility of the combined role of Advisory Committee Member and Lay Inspector had been discussed, with Members being of the opinion that such a dual role in the case of those Members appointed as user/carer representatives was acceptable in principle, but that in the case of Members representing care providers, there existed the potential for conflict of interest;
- (iii) that consideration would be given in the future to the development of a reserve list of Members in order to avoid any future delays in appointments in the event of vacancies arising; and
- (iv) that the Advisory Committee had no objection to the Director of Social Work making recommendations on its behalf to the Social Work Committee in terms of future arrangements for the recruitment of Advisory Committee Members.

ARRANGEMENTS FOR FUTURE VISITS TO ESTABLISHMENTS

5. Advisory Committee Members Jess Walker and Amy Kinnaird commented favourably upon recent visits to residential establishments which had been arranged by the Head of Inspection, Registration and Complaints Unit to provide background information on the Inspection function.

It was noted:-

- (i) that further visits to residential establishments would be available upon request;
- (ii) that an opportunity would be given to Advisory Committee Members to visit the new Dalsalloch centre early in the New Year; and
- (iii) that the Advisory Committee wished to express its thanks to the operators and staff of those residential establishments who had made their establishments available for visits by Advisory Committee Members.

INSPECTION REPORTS

6. There were submitted and, unless otherwise stated, noted, various reports (circulated) by the Director of Social Work as detailed in respect of inspections undertaken at the undernoted premises.

It was also noted that, in terms of further background information, the Director of Social Work would circulate details of the boundaries of the Social Work Department's North and South Divisions.

- 6.1 AFFLECK HOUSE, AUCHINLECK** - Inspection date 18 March 1997.

Archie Henderson declared an interest in the following item, left the meeting and took no part in the discussion.

- 6.2 DUNSELMA, FENWICK** - Inspection date 12/13 February 1997.

Jim Hazlett declared an interest in the following four items, left the meeting and took no part in the discussion.

Archie Henderson rejoined the meeting at this point.

- 6.3 GLEBE ATC, KILMARNOCK** - Inspection date 17 March 1997.

- 6.4 ROSEBANK, KILMARNOCK** - Inspection dates 18/19 June 1997.

It was agreed:-

- (i) to note that the Advisory Committee recommended that, in future, Inspection Visits of all establishments should include ensuring some evidence of a Missing Person's Plan being in place; and
- (ii) otherwise to note the contents of the report.

- 6.5 CARRICK VIEW HOSTEL, AUCHINLECK** - Inspection dates 10/15 September 1997.

- 6.6 KERRMUIR HOSTEL, HURLFORD** - Inspection date 6 August 1997.

Jim Hazlett rejoined the meeting at this point.

- 6.7 DOONBANK HOUSE, PATNA** - Inspection date 16 October 1997.

- 6.8 DOONBANK HOUSE, PATNA** - Inspection dates 22/23 January 1997.

- 6.9 GLEBE HOUSE, DALMELLINGTON** - Inspection date 13 October 1997.

HEALTH AND SAFETY

7. It was agreed that the appropriate Health and Safety Officers be invited to attend the informal session prior to the next meeting of the Advisory Committee.

DATES OF NEXT MEETINGS

8. It was agreed to note that dates for the next two Advisory Committee meetings would be scheduled to take place, in principle, before the end of March 1998.

The meeting terminated at 1705 hours.