

**APPENDIX IV**

**EAST AYRSHIRE COUNCIL**

**COMMUNITY CARE SUB-COMMITTEE OF THE SOCIAL WORK COMMITTEE**

**MINUTES OF MEETING HELD ON FRIDAY 3 APRIL 1998 AT 1400 HOURS IN  
THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,  
KILMARNOCK**

**PRESENT:** Councillors Jimmy Boyd, Jane Darnbrough, Alan Campbell, Ann Hay, David Macrae, Jim Kelly and Eric Jackson.

**ATTENDING:** Fiona Lees, Depute Chief Executive; Mary Fegan, Depute Director of Social Work (Community Care); Kay Gilmour, Principal Officer (Community Care); Julie Armstrong, Senior Administrative Officer; Martin Clarke, Service Officer - Quality and Standards (Community Care); Morag McQuarrie, Resource Worker (Community Care); Jane Best, Trainee Solicitor; Melanie Macleod, Administrative Officer; and Christine Baillie, Administrative Assistant.

**APOLOGIES:** Councillors Kathleen Hall and David Sneller.

**CHAIR:** Councillor Jimmy Boyd, Chair.

**CHAIR'S REMARKS**

1. The Chair welcomed Councillor Ann Hay to her first meeting of the Community Care Sub-Committee.

As part of ongoing staff training development and in relation to Item 3, the Chair also welcomed Morag McQuarrie, Resources Worker (Community Care) to the meeting.

**AN INTEGRATED APPROACH TO CARE - NEWMILNS/DARVEL PROJECT  
JOINT SOCIAL WORK/ HEALTH INFORMATION SHARING PROJECT**

2. There was submitted and noted a report dated 23 March 1998 (circulated) by the Director of Social Work which advised of the successful bid to the Management Executive of the Health Service in Scotland for funds to develop electronic communications of health and social care information.

Councillor Kelly joined the meeting during discussion of this Item.

**NURSING AND RESIDENTIAL HOME DIRECTORY SURVEY REPORT**

3. There was submitted a report dated 23 March 1998 (circulated) by the Director of Social Work which outlined the recent evaluation of the East Ayrshire Residential and Nursing Home Directory and subsequent amendments made for the 1998/99 Directory.

It was agreed:

- (i) that the Director of Social Work make the undernoted changes to the Directory;

**SUGGESTION****ACTION**

Putting the home's name above the facilities list

The name of the home will be added.

Adding the homes photograph

As the directory is only for information, not for advertising, and also due to the high cost of printing photographs, it has been decided not to add photographs.

A location map

A map will be added to the front of the directory.

Indicating what N/A means.

All entries of N/A will be changed to Not Applicable.

More information on day care.

The day care questions have been split into social day care and health day care.

Expanding the section of specialist services for people with dementia.

The entry has been changed to reflect homes that provide dementia services only and those who provide dementia services as part of a range of services; and

(ii) otherwise to note the contents of the report.

**ASSESSMENT AND CARE MANAGEMENT PROCESS - QUALITY, STANDARDS AND OUTCOMES FOR SERVICE USERS WHO REQUIRE COMMUNITY CARE SERVICES**

4. There was submitted and noted a report dated 23 March 1998 (circulated) by the Director of Social Work which advised of the new procedures to assess the Quality, Standards and Outcomes for service users who receive Community Care Services through the assessment and care management process and which outlined the process for the first review.

**REVIEW OF LUNCH CLUBS**

5. There was submitted a report dated 24 March 1998 (circulated) by the Director of Social Work which sought approval to undertake a review of the role, and funding, of Lunch Clubs and thereafter to report back to the Sub-Committee with findings and recommendations.

It was agreed:

- (i) that the Director of Social Work undertake a review of the role of, and funding of, lunch clubs, and report back to the Sub-Committee with findings; and
- (ii) that the development of further lunch club provision be deferred until a full report was prepared for the Sub-Committee.

**MENTAL HEALTH OFFICERS - UPDATE REPORT**

6. There was submitted a report dated 24 March 1998 (circulated) by the Director of Social Work which provided an update on the number of staff who were authorised to operate as Mental Health Officers on behalf of the Council.

It was agreed:

- (i) to insert an additional line at column 1 in Paragraph 6.1 of the report after "Section 26 Consents" to read "Comprehensive Social Background Reports";
- (ii) that the Director of Social Work submit further update reports to the Sub-Committee on a regular basis; and
- (iii) otherwise to note the contents of the report.

The meeting terminated at 1435 hours.