

**REPORT TO: HEALTH & SOCIAL CARE SERVICES COMMITTEE 28 MAY 2008**

**SUBJECT: COMMUNITY SERVICES SERVICE DEVELOPMENT & IMPROVEMENT PLAN 2007- 08, MONITORING REPORT, FOURTH QUARTER, JANUARY – MARCH 2008**

**BY: DIRECTOR OF COMMUNITY SERVICES**

**1. REASON FOR REPORT**

- 1.1 The Committee is invited to scrutinise the Department's performance against the Service Development & Improvement Plan 2007-08 for the quarter, 1<sup>st</sup> January to 31<sup>st</sup> March 2008, as detailed in **APPENDIX 1** to the report.
- 1.2 This report is submitted to Committee in terms of Section E(1) of the Council's Administrative Scheme relating to the functions of the Council as Social Work Authority under the Social Work (Scotland) Act 1968.

**2. RECOMMENDATION**

- 2.1 It is recommended that the Committee scrutinise the performance against the Service Development & Improvement Plan 2007-08 contained within APPENDIX 1.**

**3. BACKGROUND**

- 3.1 The Community Services Committee approved the Service Development & Improvement Plan 2007-08 at its meeting in April 2007.
- 3.2 **APPENDIX 1** details the progress of the Department against cross-divisional, community care and children and families priorities for the period July – October 2007. Committee are asked to note the following:
- 3.2.1 Cross-divisional:
- Priority 1.2 Review and strengthen arrangements for the dissemination of information to staff on Health & Safety matters: A program of briefings has been established and is due to take place in August/September.
- Priority 1.3 Strengthening Social Work's Complaints Handling: Procedure will be fully operationalised by 1/7/08 with 1<sup>st</sup> report to Committee on progress early 2009 reporting on 2008 calendar year.
- Priority 1.4 Improving Business Support Arrangements: Work is progressing in line with national developments. Target date has been revised to July 2008 for first group of staff to use new CareFirst software.
- 3.2.2 Community Care:
- Priority 3.1 Developing Planned Care & Unscheduled/ Emergency Care: Forres Project in place for Autumn 2008.

#### 4. **SUMMARY OF IMPLICATIONS**

(a) **Corporate Development Plan/Community Plan/Service Improvement Plan**

This report is in line with the Working Principles – Delivering the Plan, objective number 5, Accountable to the Public, within the Corporate Plan.

(b) **Policy and Legal**

This report covers the local reporting requirements for monitoring the Service Development & Improvement Plan.

(c) **Resources (Financial, Risks, Staffing and Property)**

None

(d) **Consultations**

Consultation has taken place with the Head of Community Care, Head of Children & Families and the Service Manager (Criminal Justice) who are in agreement with information set out in **APPENDIX 1**.

#### 5. **CONCLUSION**

- 5.1 It is recommended that the Committee scrutinise the performance against the Service Development & Improvement Plan 2007-08 contained within **APPENDIX 1**.

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Background Papers: Held by Author

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