



Communities Committee

Minutes of the Meeting Held on Wednesday 11 May 2016
10:00am Edwards Room, County Hall, Norwich

Present:

Mrs M Dewsbury - Chairman

Mr C Aldred
Mr R Bearman
Mrs A Bradnock
Mrs J Brociek-Coulton
Mr J Childs
Mrs H Cox
Mr N Dixon
Mr D Harrison

Mr H Humphrey – Vice-Chairman
Mr J Law
Mr N Wyndham
Ms C Rumsby
Mr M Sands
Mr N Shaw
Mr P Smyth
Mr J Ward

1. Apologies and substitutions

1.1 Apologies were received from Mr C Aldred.

2. Declarations of Interest

2.1 There were no interests declared.

3. To agree the minutes of the meeting held on 16 March 2016.

3.1 The minutes of the meeting held on 16 March 2016 were agreed as an accurate record by the Committee and signed by the Chair.

4. Urgent business

4.1 There were no items of urgent business raised.

5. Public Question Time

5.1 There were no public questions raised.

6. Local Member Issues / Members Questions

- 6.1 There were no local members issues or questions.

7. Update on Key Service Issues and Activities

- 7.1 The Committee received the annexed report (7) from the Executive Director of Community and Environmental Services which provided the Committee with fortnightly updates on key issues and activities. The report also set out other relevant decisions taken under delegated powers by the Executive Director within the Terms of Reference of the Committee since the last meeting on 16 March 2016.
- 7.2 The Committee **RESOLVED** to:
- Review the latest service update at Appendices A to C and identify any areas where the Committee would like to see further information or update.
 - To note the delegated decisions taken, as detailed in the report.

8. Progress made in Norfolk Community Learning Services

- 8.1 The Committee received the annexed report (8) from the Executive Director of Community and Environmental Services which provided the Committee with the latest information on service improvements and in particular the two strategic objectives previously determined for 2015/16 for the Service.
- 8.2 The Committee were assured that real progress had been made in the service and Ofsted had commended the commitment that Norfolk County Council has shown in terms of time, money and resources dedicated to the service. It was reported that the Ofsted inspection had been an intense time and it had been a whole team effort across the organisation.
- 8.3 It was confirmed that the new Head of NCLS would start mid-June and there would be an overlap with Helen Wetherall. Thanks were given to Helen for all her hard work and leadership of the service.
- 8.4 The Committee **RESOLVED** to;
- Approve the further improvement and development of NCLS as Norfolk's 'second chance' learning provider.
 - Note the service's improvement and progress as acknowledged by Ofsted.

9. Risk Management Report

- 9.1 The Committee received the annexed report (9) from the Executive Director of Community and Environmental Services which provided the Committee with the latest full Communities risk data available as at the end of March 2016, following the latest review conducted during late March 2016.
- 9.2 The Committee highlighted that the single red risk on the register related to the capacity of mortuaries. The Director of Public Health explained the steps being

taken to mitigate this risk and identify the problems in the process – but with the DPH's advice that the risk should not be downgraded yet. Data had suggested that there was no significant rise in deaths over the past year but the increase in deaths could have been because the flu spike was late in the year as well as the late cold weather. More information would be circulated to the Committee.

- 9.3 The Committee **RESOLVED** to;
- Consider the progress with Risk Management since the last Communities Committee meeting
 - Consider the latest risks being reported by exception as outlined in Appendix A and the reconciliation of risks from the last Committee report and the progress with mitigating the risks;
 - Agree a workshop should be held to review the risks in more detail.

10. Performance Management report

- 10.1 The Committee received the annexed report (10) from the Executive Director of Community and Environmental Services which reported the first performance management data that was based upon the revised Performance Management System which was implemented as of 1 April 2016, and the Committee's 29 vital signs indicators.
- 10.2 It was explained to the Committee that data was not available for some of the indicators due to factors such as infrequency, new indicators and time taken to present the data in the correct format. For the next meeting, it was hoped that there would be more comparative data to analyse.
- 10.3 Members asked for more detail for the number of people killed or injured and this information would be circulated. Members were also reminded that more data for the performance indicators was available on members insight and it was suggested that a link could be inserted into future agenda papers.
- 10.4 The delay in the data for teenage pregnancies was due to the data being cleaned by the department of health of those pregnancies which had reached full term and those that hadn't. Although there was a need for the data to be provided quickly, it was also important for it to be accurate.
- 10.5 The Committee **RESOLVED** to;
- Review and comment on the performance data, information and analysis presented in the vital sign report cards and determine whether the recommended actions identified are appropriate or whether another course of action is required.

11. Finance Monitoring Report

- 11.1 The Committee received the annexed report (11) from the Executive Director of Community and Environment Services which provided the Committee with information on the out-turn position for the Committee for 2015-16. It provided information on any over and underspends and the use of reserves.

- 11.2 The Committee **RESOLVED** to;
- Note the revenue outturn position for 2015-16 and the variances as set out in section 2 of the report
 - Note the capital outturn position for the 2015-16 capital programme
 - Note the movement of reserves as shown in section 4 of this report.
 - Approve the recommendation from the Executive Director of CES that the net underspend be carried forward in reserves to support the following:
 - Libraries – for Capital improvements at NML and Wymondham and additional trial sites for self-service technology - £0.200m.
 - Fire – provision for training in management of hazardous material £0.090m.
 - NCLS – provision to help manage the risk related to managing income across the academic year (which spans two financial years) and to support the ongoing transformation of the service - £0.100m.
12. **Revenue Budget 2016-17 – Proposals for Allocation of Transitional Funding and Rural Services Delivery Grant**
- 12.1 The Committee received the annexed report (12) from the Executive Director of Community and Environmental Services and the Executive Director of Resources which provided the Committee with details of proposals for the use of Transitional Funding and additional Rural Services Delivery Grant held in the budget for 2016-17, which had been identified in respect of the services for which the Committee was responsible. The report also set out the timetable for the process to agree the use of this funding in 2016-17.
- 12.2 The Committee felt that as much as possible should be done to protect the fire service. There had been so many savings implemented that performance could be affected if there were more savings realised.
- 12.3 Maintaining emergency cover in rural areas and sustaining retained firefighter availability levels were particular concerns for Members, who wanted to see proposals focused on maintaining public safety
- 12.4 The Committee were assured that all proposals in the written report met the criteria for spending the extra funding. Officers were currently working to the previously agreed budget which was a budget that would deliver the services required and would not put Firefighters lives at risk.
- 12.5 The Committee felt that the proposals that should have priority were;
1. Fire Service
 2. Enabling Communities
 3. Casualty reduction
 4. Not alone in Norfolk
- 12.5 The Committee **RESOLVED** to;
- Agree to ask Officers to draw up a proposal which seeks to ask Policy and Resources to reinstate the £300k for the 16/17 revenue budget and remove

the cuts of £600k of the 2018/19 revenue savings budget which are currently planned for the fire and rescue service.

13. Library and Information Service – Performance Sets (music sets)

- 13.1 The Committee received the annexed report (13) from the Executive Director of Community and Environmental Services which provided the Committee with an update on discussions between the Library and Information Service and representatives of music groups in the County which were aimed at developing a sustainable music sets library service for the future.
- 13.2 Officers and Members acknowledged the positive discussions that were taking place between music groups and the library service, and the support that music groups were giving to the music sets service.
- 13.3 The Assistant Director explained that it was too early to project the expected outturn for 2016/17 but if there was more use of the service more income would be received. Music groups were raising money to help to cover the costs of the service, and any deficit would be covered from other revenue budget for this year.
- 13.4 A report would be brought to Committee later in the year to review how the music sets were developing.
- 13.5 The Committee **RESOLVED** to;
- Authorise officers to continue to explore opportunities for developing an efficient way of delivering a music sets service that is cost neutral.

14. Norfolk Fire and Rescue Service – water rescues, flood and shipping activities

- 14.1 The Committee received the annexed report (14) from the Executive Director of Community and Environmental Services which outlined whether NFRS should continue to provide water rescue and flood response capabilities for the period 2017-2020.
- 14.2 It was clarified for the Committee that as soon as a ship enters the harbour after developing a fire it would become the responsibility of the Norfolk Fire and Rescue Service to deal with any incidents. Although vessels carry their own fire-fighting equipment, the fire crew would take their own kit on-board.
- 14.3 The Committee heard that the public consultation heavily supported the water rescue service being provided by NFRS.
- 14.3 The Committee **RESOLVED** to;
- Support NFRS continuing to provide water rescues and flood response capabilities for the period 2017-2020, but tasked the Chief Fire Officer with arranging a meeting with the DEFRA Secretary of State, Rt Hon Elizabeth Truss MP, to press her to continue providing grant funding for flood/water rescue. Agree in relation to ship fires, that in order to fulfil our statutory

responsibilities for ship fires, on harbour and inland waters, in the short term, we participate in the national scheme. This would also allow the support of incidents offshore. There would be an additional cost of £12,000 which would be found from existing national resilience grant funding within the current NFRS budget.

The meeting closed at 12.55pm

Chairman



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