

Unconfirmed draft Service Committee minutes**Adult Social Care Committee**

Extract from the draft Minutes of the meeting held on Monday, 23 January 2017:

12. Strategic and Financial planning 2017-18 to 2019-20 and revenue budget 2017-18.

- 12.1.1 The Committee received the report outlining proposals to inform the Council's decisions on council tax and contribute towards setting a legal budget for 2017-18.
- 12.1.2 The Executive Director of Adult Social Services introduced the report as a reflection of national debate regarding social care and NHS funding. The proposals in the report included £25.872m to support the Adult Social Care budget, with an overall strategy focussed on enabling people to remain independent for as long as possible, but recognising the costs of provision of service and considering prioritising eligible social care need for those with substantial need, over support for the wider population.
- 12.2.1 During discussion the following points were raised:
 - 12.2.2 Concerns were raised over the proposed changes to advice and advocacy services, that if generic advice services were provided, people may not receive the right support at the right time and the impact proposed changes may have had on other areas such as homelessness, mental health and admissions to A&E.
 - 12.2.3 It was clarified that funding was received directly from the NHS for pursuing NHS complaints advocacy, as indicated on page 116 of the report.
 - 12.2.4 Discussion was held over concerns that proposed cuts to "Building Resilient Lives" may increase expenditure long term, and the possible impact this may have had on young people entering adult social care.
 - 12.2.5 A suggestion was raised that supplied equipment could be investigated as an avenue for savings through capitalisation; the Finance Business Partner for Adult Social Services clarified that equipment was supplied through a contracted service, therefore Norfolk County Council did not own the assets in order to capitalise them.
 - 12.2.6 The Finance Business Partner for Adult Social Services clarified that the spend on day care services through the purchase of care budget was ~ £19m and the Independence Matters contract was ~£13.2m, of which a proportion was for day care services. Proposed savings to day care services would involve reviewing contracts and new ways to offer day services in the community.
- 12.2.7

12.2.8 The Executive Director of Adult Social Care clarified that work on changes to day care services would take up to 2 years through the Promoting Independence Pathway. The shape of savings shown in the report reflected the time it would take to develop savings.

12.2.9 In relation to the proposal for building resilient lives, meetings had been held with District Councils and providers, and work was underway with stakeholders to co-produce services.

It was suggested that Norse services could be reviewed to look for further budget savings.

12.2.10 The Finance Business Partner for Adult Social Services clarified that a recurrent £4.5m investment was proposed to support “building resilient lives”, which was included within the consultation. As previously reported to members, the total reduction in spending included £1m due to the reduction in funding allocated to the Council through the Better Care Fund (BCF) in 2016/17, reflecting a total reduction of £5.5m. The Executive Director for Adult Social Care clarified that savings reported in-year due to changes to BCF had been reflected in the 17-18 budget.

12.2.11 Discussion was held on the adjustment to the charging policy regarding the Disability Related Expenditure (DRE) disregard. As part of the financial assessment of service users of non-residential adult social care services, the Council automatically applied a disregard of £15 per week to allow for DRE for all service users, whether or not they required or incurred those costs. It was estimated that people in receipt of the disregard spent between £5 and £7 per week on additional DRE. It was proposed to reduce the standard disregard to £7.50 and, as now, individuals with higher DRE could evidence additional DRE that should be taken into account.

12.2.12 This consultation would commence should the Committee agree the proposals. The proposals had arisen due to the need for the Council to propose further savings following the autumn statement, therefore it had not been possible to include in the autumn budget consultation. The consultation timetable would allow time for review of responses and submission of a report for the 20 February 2017 Council meeting.

12.2.13 Regarding the proposal for “building resilient lives”, the Executive Director of Adult Social Care clarified that the consultation and agreement between partners on what should be prioritised going forward were distinct activities. As the proposed expenditure of £4.5m would be targeted at those at highest risk with an eligible social care need, he did not expect to see an increase in financial risk to the service.

12.2.14 The Acting Director of Integrated Commissioning clarified that sheltered housing currently supported around 6000 people in Norfolk, of whom 4300 were supported by NCC. The proposals in the report would leave 27 separate accommodation bases, with a £2m continued spend on housing and £1.2m on housing for young people aged 16-24.

12.2.15 The Executive Director of Adult Social Care reported that a large amount of the £25.872m investment would cover the cost of care, rather than increasing the spread of care. The investment would address demographic growth, cost of care pressures, increase to the national living wage and existing overspend; the overspend would be met partly through the use of the one-off Adult Social Care support grant, which would impact in next year’s budget 2018/19.

- 12.2.16 It was clarified that from April to June 2016, 3031 people received floating support. Discussion was held over the potential impact of reducing these services.
- 12.2.17 Over 4000 people were receiving warden support; concerns were raised that the proposed cuts may cause people to move into residential care. The Executive Director of Adult Social Care recognised the value of the services, however, that Promoting Independence involved connecting people with their community, family, and personal skills to enable them to be independent for as long as possible; it was important to work alongside district council stakeholders and GPs to ensure the right level of support was in place for people when they needed it.
- 12.2.18 Mr J Childs wished to raise a proposal to charge peppercorn rents for empty Council buildings to support voluntary services to expand and extend their services. The Chairman felt this was an important proposal, however, it was not in the remit of the Adult Social Care Committee. The Executive Director of Adult Social Care **agreed** to take this proposal to the County Leadership Team to be directed to the correct Committee.
- 12.2.19 The Executive Director of Adult Social Services confirmed that through work with colleagues from Children's Services on a commissioning level it was felt that the proposed changes would not impact on the number of looked after children.
- 12.2.20 The Acting Director of Integrated Commissioning reported that the role and cost of wardens varied, ranging from £2.50 / £3 per week for less intensive schemes, such as a weekly phone-call, to £8 per week for more intensive schemes. Discussions would be ongoing with district councils and housing providers to plan the reductions.
- 12.3.1 Mrs S Whitaker felt discussions still needed to be held on how to achieve the proposed savings and that a clear plan should be in place first. Therefore she **PROPOSED**:
- to defer the savings for "Building Resilient Lives" with the proviso that ongoing discussions were held with organisations and partners so that detailed proposals could be brought to Committee with next year's budget (2018/19), and to find the £2.1m savings elsewhere in the budget.
- 12.3.2 Mr B Watkins seconded this proposal.
- 12.3.3 The Chairman asked if Mrs Whitaker had an alternative savings proposal for the £2.1m of savings. Mrs Whitaker said she did not and the Chairman replied that without an alternative savings proposal he could not support her proposal because it may put the budget at risk.
- 12.4.1 The Chairman moved to a vote on Mrs Whitaker's proposal:
- 12.4.2 With 8 votes for, 8 votes against and 1 abstention, the Chairman used his casting vote to **REJECT** the proposal.
- 12.5.1 With 9 votes for and 8 against:
- a) The Committee **AGREED** the Committee's specific budget proposals for 2017-18 to 2019-20, including the findings of public consultation set out in Appendices 2 to 7 in respect of:
 - i. The budget proposals set out in Appendix 1;

- ii. The new and additional savings proposals to contribute to the supplementary target of £4.000m for the Council as identified to Policy and Resources Committee in November 2016;
- iii. The scope for a general Council Tax increase of up to 1.99%, within the Council Tax referendum limit of 2% for 2017-18, **noting** that the Council's budget planning was based on an increase of 1.8% reflecting the fact that there was no Council Tax Freeze Grant being offered, and that central government's assumption was that Councils would increase Council Tax by CPI every year. The Council also **proposes** to raise the Adult Social Care Precept by 3% of Council Tax as recommended by the Executive Director of Finance and Commercial Services. Bringing forward increased in the Social Care Precept would mean that the 2% increase planned for 2019-20 would not occur.
- iv. The scope for raising the Adult Social Care Council Tax precept by the maximum amount available (3%) in 2017-18 and in the subsequent year of the Medium Term Financial Strategy, 2018-19, but with no increase in 2019-20, as recommended by the Executive Director of Finance and Commercial Services
- v. The use of new one-off Adult Social Care Support Grant totalling £4.197m for Norfolk

12.5.2

With 9 votes for, 7 against and 1 abstention:

- b) The Committee **CONSIDERED** the findings of equality and rural assessments, attached at Appendix 8 to this report, and in doing so, **NOTED** the Council's duty under the Equality Act 2010 to have due regard to the need to:
 - i. Eliminate discrimination, harassment, victimisation and any other conduct that was prohibited by or under the Act
 - ii. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who did not share it
 - iii. Foster good relations between persons who share a relevant protected characteristic and persons who did not share it

12.5.3

With 8 votes for, 0 against and 9 abstentions:

- c) The Committee **AGREED** any mitigating actions proposed in the equality and rural impact assessments.

12.5.4

With 9 votes for, 8 against and 0 abstentions:

- d) The Committee **AGREED and RECOMMENDED** the draft Adult Social Care Committee Revenue Budget as set out in Appendix 1 for consideration by Policy and Resources Committee on 6 February 2017, to enable Policy and Resources Committee to recommend a sound, whole-Council budget to Full Council on 20 February 2017 including all of the savings for 2017-18 to 2019-20 as set out;

12.5.5

With 8 votes for, 0 against and 9 abstentions:

- e) The Committee **AGREED and RECOMMENDED** the Capital Programmes and schemes relevant to this Committee as set out in Appendix 9 to Policy and Resources Committee for consideration on 6 February 2017, to enable Policy and Resources Committee.

12.5.6 The Recommendations were duly **AGREED**.

Children's Services Committee:

Extract from the draft minute of the Children's Services Committee meeting held on Tuesday 24 January 2017.

12 Strategic and Financial Planning 2017-18 to 2019-20 and Revenue Budget 2017-18.

12.1 The Committee received the report by the Interim Executive Director of Children's Services setting out proposals to inform the Council's decisions on council tax and contribute towards the County Council setting a legal budget for 2017-18 which would see its total resources of £1.4bn focused on meeting the needs of residents.

12.2 The following points were noted in response to questions by the Committee:

12.2.1 CHL026 – Re-profiling of children's centre savings over the final two years of the three year savings.

During the retendering process, Children's Centre providers were asked how they would like to receive payment, for example all at once, or split into instalments throughout the year.

12.2.2 The Committee questioned the monitoring carried out by the HR Shared Service on whether staff with protected characteristics were disproportionately represented in redundancy or redeployment figures. The Committee was reassured that monitoring had found there was no disproportionate impact on staff with protected characteristics and that close monitoring would continue. Any issues would be reported and appropriate action taken.

12.2.3 The £5m bid for delivery of the CS Sufficiency Strategy referred to increasing the capacity within children's homes.

12.2.4 The savings shown in table 3 (Summary of saving removals and delay) which Children's Services had been unable to achieve in 2016-17 had been removed and the funding permanently added back into the budget.

12.3 The Committee **RESOLVED** to:

(1) **Note** the Committee's specific budget proposals for 2017-18 to 2019-20, including the findings of public consultation in respect of:

- The budget proposals set out in Appendix 2 of the report.
- The new and additional savings proposals to contribute to the supplementary target of £4.000m for the Council as identified to Policy and Resources Committee in November 2016; and
- The scope for a general Council Tax increase of up to 1.99%, within the Council Tax referendum limit of 2% for 2017-18, noting that the Council's budget planning is based on **an increase of 1.8%** reflecting the fact that there is no Council Tax Freeze Grant being offered, and that central government's assumption is that Councils will increase Council Tax by CPI every year. The

Council also proposes to **raise the Adult Social Care Precept by 3%** of Council Tax as recommended by the Executive Director of Finance and Commercial Services. Bringing forward increases in the Social Care Precept will mean that the 2% increase planned for 2010-20 would not occur.

- (2) **Note** the findings of equality and rural assessments, attached at Appendix 1 to the report and in doing so, note the Council's duty under the Equality Act 2010 to have due regard to the need to:
- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
 - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- (3) **Agree** any mitigating actions proposed in the equality and rural impact assessments.
- (4) **Agree** and **recommend** to Policy and Resources Committee the draft Committee Revenue Budget as set out in Appendix 2 of the report:
- including all of the savings for 2017-18 to 2019-20 as set out, together with increasing the "Refocus Education Service savings target" by £150k, to fund the Committee's decision to take no action on removing road crossing patrols, (and reversing the 2016-17 £150k budget saving decision)
- For consideration by Policy and Resources Committee on 6 February 2017, to enable Policy and Resources Committee to recommend a sound, whole-Council budget to Full Council on 20 February 2017.
- (5) **Agree** and recommend the Capital Programmes and schemes relevant to this Committee as set out in Appendix 3 to Policy and Resources Committee for consideration on 6 February 2017, to enable Policy and Resources Committee to recommend a Capital Programme to Full Council on 20 February 2017.

Communities Committee:

Extract from the draft minute of the Communities Committee meeting held on Wednesday 25 January 2017.

7 Strategic and Financial Planning 2017-18 to 2019-20

7.1 The Committee received the report by the Executive Director of Community and Environmental Services setting out proposals which would inform the Council's decisions on council tax and contribute towards the County Council setting a legal budget for 2017-18 which would see its total resources of £1.4bn focused on meeting the needs of residents.

7.2 The following points were noted in response to questions by the Committee:

7.2.1 Savings which had not been realised within other departments had been taken into account in the planning assumptions. The Executive Director of Community and Environmental Services confirmed that, in discussion with the Executive Director of Finance and Commercial Services, the proposals in the report had been signed off as being balanced and deliverable.

7.2.2 Some Members raised concern about the recommendation made by Communities Committee in May 2016 to remove £900k cuts over three years which had subsequently not been agreed by Policy & Resources Committee. Mr P Smyth proposed the following motion which was seconded by Mr M Sands:

"As the Fire Authority, the Committee should write to the Home Office Chief Fire Adviser advising that this Authority had made a recommendation that this Council had chosen to ignore in recommending removal of the cuts it proposed in December 2016".

7.2.2.1 The Committee received reassurance from the Executive Director of Community and Environmental Services and the Chief Fire Officer that Communities Committee had removed some savings after discussion with the Executive Director of Finance and Commercial Services and that ongoing dialogue continued to ensure that a robust set of services was deliverable. In addition, there was a sizeable capital investment included in this budget to help secure the longer term resilience of the Fire Service.

7.2.2.2 The Chairman advised that herself and the Vice-Chairman had attended a meeting with Peter Holland, Chief Fire Advisor who had visited Norwich recently. The Chief Fire Advisor had confirmed he was content with the way Norfolk Fire Service was performing.

7.2.2.3 The Chairman advised that the fire service would be able to work within the allocated budget, with the Chief Fire Officer confirming this, adding that safety of fire crews and the community was top priority.

- 7.3 Mr Smyth's proposal, which had been seconded by Mr M Sands was then put to the vote. With 9 votes in favour and 8 votes against, the Committee **agreed** to write to the Home Office Chief Fire Adviser accordingly.
- 7.4 In response to a question about proposal CM016 (Norfolk and Norwich Millennium Library opening times – Reduce the opening times for Norfolk & Norwich Millennium Library but install Open Plus technology to enable the ground floor to be open longer via self service), it was confirmed that this related to the £130k savings previously agreed by the Committee and that no further changes were planned.
- 7.5 With regard to CM22 (Libraries self-service – introduce technology (Open Plus) to enable libraries to open with self-service machines), it was clarified that the £622k was for 2018-19 and that the service was also looking at alternative ways of meeting the savings required.
- 7.6 Upon the recommendations being put to the vote, with 13 votes in favour, 0 votes against and 3 abstentions, the Committee **RESOLVED** to:
- (1) Consider and comment on the Committee's specific budget proposals for 2017-18 to 2019-20 in respect of:
 - The budget proposals set out in Appendix A (summary of new proposals) and Appendix B (list of full proposals);
 - The new and additional savings proposals to contribute to the supplementary target of £4.000m for the Council as identified to Policy and Resources Committee in November 2016; and
 - The scope for a general Council Tax increase of up to 1.99%, within the Council Tax referendum limit of 2% for 2017-18, noting that the Council's budget planning is based on an increase of 1.8% reflecting the fact that there is no Council Tax Freeze Grant being offered, and that central government's assumption is that Councils will increase Council Tax by CPI every year. The Council also proposes to raise the Adult Social Care Precept by 3% of Council Tax as recommended by the Executive Director of Finance and Commercial Services. Bringing forward increase in the Social Care Precept will mean that the 2% increase planned for 2019-20 will not occur.
 - (2) Consider the findings of the equality and rural assessment (included at Appendix D) and in doing so, note the Council's duty under the Equality Act 2010 to have due regard to the need to:
 - Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
 - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

- (3) Consider and agree any mitigating actions proposed in the equality and rural impact assessment at Appendix D.
- (4) Agree and recommend to Policy and Resources Committee the draft Committee Revenue Budget as set out in Appendix B:

- a. including all of the savings for 2017-18 to 2019-20 as set out.

for consideration by Policy and Resources Committee on 6 February 2017, to enable Policy and Resources Committee to recommend a sound, whole-Council budget to Full Council on 20 February 2017.

- (5) Agree and recommend the Capital Programmes and schemes relevant to this Committee as set out in Appendix C to Policy and Resources Committee for consideration on 6 February 2017, to enable Policy and Resources Committee to recommend a Capital Programme to Full Council on 20 February 2017.

Environment Development and Transport Committee

Extract from the draft Minute of the meeting held on Friday, 27 January 2017:

11. **Strategic and Financial Planning 2017-18 to 2019-20 and Revenue Budget 2017-18**
- 11.1.1 The Committee received the report setting out proposals to inform the Council's decisions on council tax and contribute towards the County Council setting a legal budget for 2017-18, which saw its total resources of £1.4 billion focused on meeting the needs of residents.
- 11.1.2 The Executive Director of Communities and Environmental Services introduced the report to the Committee; it had been necessary to identify a further £4m savings from the budget. To support towards these savings, a target of £100,000 of income revenue generation from Scottow Enterprise Park had been identified to go into the Environment, Development and Transport general fund. In addition, £0.5m from the Better Broadband for Norfolk reserve fund had been identified to be put in to the general fund. He highlighted the investment going into Childrens and Adults Services next year 2017/18, and that the Environment, Development and Transport budget proposals outlined modest savings which protected frontline services for Environment Development and Transport.
- 11.1.3 In addition to the revenue budget on p34 of the report, there were significant additional capital investments were proposed for highways, household waste recycling centres and Scottow Enterprise Park.
- 11.2.1 The Chairman **PROPOSED** that Officers look into the working up of a Local Members' highways budget of £500,000 to be equally distributed among all 84 Councillors, which would be ~£6000 each, to use for highways projects within their division, and for a report with proposals to be brought to the next Committee meeting on the 17 March 2017.
- 11.2.2 Mr White seconded this proposal.
- 11.2.3 Members discussed the proposal, either speaking in favour of the proposal, or in favour of the principle of the Local Members' budget, as it would allow them to work to benefit constituents on issues in their local division. Some members were mindful of the need to see proposals and clear criteria before making a decision.
- 11.2.4 The Executive Director of Communities and Environmental Services reported that if a Local Members' fund was to be built into next year's budget, 2017/18, it would need to be written into a budget line, and suggested that that £0.5m could be retained against the Department of Transport challenge fund, subject to the decision of the Committee. If the proposal was agreed he would bring the draft set of proposals to the Spokesperson's meeting prior to the March Committee meeting, and clarified that the fund would have to be used for capital highways work.
- 11.2.5 With 16 votes for, 0 against and 1 abstention the Committee **AGREED** the proposal that Officers look into the working up of a Local Members' highways budget of £500,000 to be

equally distributed among all 84 Councillors, which would be ~£6000 each, to use for highways projects within their division, and for a report with proposals to be brought to the next Committee meeting on the 17 March 2017.

- 11.3.1 Concern was raised about the impact of reducing the Economic Development fund.
- 11.3.2 It was queried whether the spend related to capitalisation of recycling centres could be extended to other areas in the future.
- 11.4.1 Mr Plant **proposed** that from the £1m flood mitigation measures fund, £100,000 was put towards mitigating flood risks in coastal areas.
- 11.4.2 This was seconded by Mr Bird.
- 11.4.3 The Executive Director of Communities and Environmental Services highlighted that the Council was not a coastal defence authority.
- 11.4.4 Clarification was requested on the £1m flood mitigation measures fund; the Executive Director of Communities and Environmental Services reported that this fund was for match funding of grants from environmental agencies and private bodies towards flood mitigation measures. The Head of Planning reported that it was related to highways drainage assessment investment and was targeted at market towns such as Watton, the Downhams, and Thetford, among others, to protect them from flood risk in the future.
- 11.4.5 Mr Plant clarified that his proposal would be for match funding to mitigate risks related to surface water flooding from rainwater seen in coastal areas.
- 11.4.6 With 16 votes for, 0 against and 1 abstention the Committee **AGREED** the proposal that from the £1m flood mitigation measures fund, £100,000 was put towards mitigating flood risks in coastal areas related to surface water flooding from rainwater.
- 11.5 The Committee:
- (1) **CONSIDERED** the Committee's specific budget proposals for 2017-18 to 2019-20 in respect of:
- The budget proposals set out in Appendix A (summary of new proposals) and Appendix B (list of full proposals);
 - The new and additional savings proposals to contribute to the supplementary target of £4.000m for the Council as identified to Policy and Resources Committee in November 2016; and
 - The scope for a general Council Tax increase of up to 1.99%, within the Council Tax referendum limit of 2% for 2017-18, **NOTING** that the Council's budget planning was based on an increase of 1.8% reflecting the fact that there was no Council Tax Freeze Grant being offered, and that central government's assumption was that Councils would increase Council Tax by CPI every year. The Council also proposes to raise the Adult Social Care Precept by 3% of Council Tax as

recommended by the Executive Director of Finance and Commercial Services. Bringing forward increase in the social Care Precept would mean that the 2% increase planned for 2019-20 would not occur.

(2) **CONSIDERED** the findings of the equality and rural assessment (included at Appendix D) and in doing so, **NOTED** the Council's duty under the Equality Act 2010 to had due regard to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct that was prohibited by or under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who did not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who did not share it.

(3) **CONSIDERED** any mitigating actions proposed in the equality and rural impact assessment at Appendix D;

(4) **AGREED and RECOMMENDED** to Policy and Resources Committee the draft Committee Revenue Budget as set out in Appendix B including all of the savings for 2017-18 to 2019-20 as set out.

For consideration by Policy and Resources Committee on 6 February 2017, to enable Policy and Resources Committee to recommend a sound, whole- Council budget to Full Council on 20 February 2017.

(5) **AGREED and RECOMMENDED** the Capital Programmes and schemes relevant to this Committee as set out in Appendix C to Policy and Resources Committee for consideration on 6 February 2017, to enable Policy and Resources Committee to recommend a Capital Programme to Full Council on 20 February 2017.