

**Adult Social Care Committee**  
**Minutes of the Meeting Held on 7 September 2015**  
**10:00am Edwards Room, County Hall, Norwich**

**Present:**

Ms S Whitaker (Chair)

Ms J Brociek –Coulton  
Mr D Crawford  
Mr T Garrod  
Mr A Grey  
Mr C Jordan  
Mrs J Leggett  
Ms E Morgan  
Mr J Perkins

Mr G Plant  
Mr A Proctor  
Mr W Richmond  
Mr M Sands  
Mr N Shaw  
Dr M Strong  
Mr R Smith  
Mr B Watkins

**Also present:** James Joyce, Daniel Roper

**Chair's Announcements**

The Chair welcomed Graham Plant to his first meeting of the Adult Social Care Committee.

**1. Healthwatch Report on Mental Health Services in Norfolk**

- 1.1 The annexed report (1) by Healthwatch Norfolk was received by the Committee and provided Members with an overview of the findings from an independent study into mental health services in Norfolk.
- 1.2 The Committee acknowledged that the report findings were very useful, and agreed to a further report being presented in March 2016 when the follow up actions highlighted in the report had been carried out.
- 1.3 The coordination of the tasks would be via a task and finish group hosted by Healthwatch which would report to the Healthwatch and Health and Wellbeing Boards.
- 1.4 The Committee **NOTED** the report and requested a further update report in March 2016.

**2. Apologies**

- 2.1 Apologies were received and accepted from Eric Seward (substituted by Marie Strong), Bill Borrett, Michael Chenery, Margaret Somerville, Alison Thomas

(substituted by Nigel Shaw, Roger Smith, Cliff Jordan and Judy Leggett respectively).

**3. To agree the minutes from the meeting held on 29 June 2015**

- 3.1 The minutes from the meeting held on 29 May 2015 were agreed as an accurate record and signed by the Chair.
- 3.2 In response to a member question relating to point 18.2, the Business and Development Manager confirmed that the report relating to VPN would be taken to Policy and Resources Committee and that the Council was well placed to receive the accreditation.

**4. Members to Declare Any Interests**

- 4.1 There were no interests declared.

**5. To receive any items of urgent business**

- 5.1 No items of urgent business were received.

**6. Local Member Issues**

- 6.1 There were no local member issues received.

**7. Update from Members of the Committee regarding any internal and external bodies that they sit on**

- 7.1 Elizabeth Morgan reported that with regard to the shadow Governors of NCH&C, she had attended a task group meeting and training sessions. She had also attended a meeting of the Norfolk Safeguarding Adults Board and reminded the committee that it was Safeguarding Adults week in Norfolk.
- 7.2 Brian Watkins reported that since the last meeting of the Adult Social Care Committee, he had been appointed as the Chair of the Health and Wellbeing Board, which was now undergoing a self-evaluation process. He was also a board member of the Norfolk and Norwich University Hospital, which had recently appointed Mark Davies as interim Chief Executive.
- 7.3 Julie Brociek-Coulton had attended a service user and carer involvement strategy workshop and had attended a 'patient experience' session at James Paget Hospital.
- 7.4 Jim Perkins had attended a meeting at the Queen Elizabeth Hospital and had an induction planned for later this month.
- 7.5 The Chair reported that she had attended four Norfolk and Suffolk Foundation Trust meetings, an Age UK Norfolk meeting and NCC/NorseCare Liaison Board.

**8. Executive Director's Update**

- 8.1 The Executive Director of Adult Social Services reported that the main focus since the last Committee meeting had been managing the current budget pressures, and work is being carried out to manage the current situation.
- 8.2 Promoting Independence was still high on the agenda of the work, with decisions being taken to increase the capacity of the reablement service which in turn would make considerable savings for the department. A budget challenge workshop had been held with the Deputy Leader of the Council.
- 8.3 The Committee heard that the department had received another visit from Professor John Bolton who was acting as a critical friend for the department. In response to a question by the Committee, the Executive Director confirmed that a number of local authorities who had worked with him and had made appreciable savings. Professor Bolton had suggested a number of other contacts for Norfolk to use.
- 8.4 The Executive Director confirmed that all section 75 agreements as part of the Better Care Fund had been signed since the last Committee meeting.
- 8.5 The Committee were informed that the Government had recently deferred the implementation of part two of the Care Act.

## **9. Chair's Update**

- 9.1 The Chair reported that she had attended a young Carers Strategy meeting with the Chair of the Children's Services Committee, four Norfolk County Council Budget Challenge meetings, Alzheimer's Society meeting with the Executive Director of Adult Social Services and a Joint Safeguarding meeting. She had also been part of the stakeholders' panel in the interviews for a new Director of Public Health, attended the launch of North Walsham's Dementia Friendly Community with Executive Director of Adult Social Services and had visited the Bowthorpe Care Village with Clive Lewis MP.

## **10. Exercise of Delegated Authority**

- 10.1 There was nothing to report.

## **11. Risk Management**

- 11.1 The annexed report (11) by the Executive Director of Adult Social Services was received by the Committee. The report included the departmental risk summary together with changes to revised risk scores for 2015/16 and any significant changes since the last report.
- 11.2 Although there were concerns that it was never certain that market failure could be prevented, there were provisions put in place to respond and the Care Quality Commission could intervene. The Committee were assured that actions were robust if it did occur.
- 11.3 The Committee were concerned that the risk of the outcome of the judicial review would bring extra pressure on an already pressurised budget.

- 11.4 The department were working with providers on a Trusted Trader scheme, which was firmly rooted in the Harwood Care Charter, where providers would have their services inspected and therefore be able to promote publicly that they had achieved the status. This would give individuals a more informed choice about their care.
- 11.5 The Committee **RESOLVED** to;
- Note the changes to departmental risks and significant changes.
  - Comment on the changes to departmental risks significant changes.
  - Consider if any further action is required.

## **12. Adult Social Care Finance Monitoring Report Period 4 (July) 2015-16**

- 12.1 The annexed report (12) by the Executive Director of Adult Social Services was received by the Committee. The report provided the Committee with financial monitoring information, based on information to the end of July 2015. It provided an analysis of variations from the revised budget and recovery actions taken in year to reduce the overspend.
- 12.2 The Committee heard that there was a project in place to consider the various care packages that were currently in place for those with learning disabilities. There was a long lead in time for the changes to take effect as individuals had to be reassessed and potentially rehoused. An interim Head of Learning Disabilities had been appointed and it was agreed that she would attend the November Committee meeting to give an update on progress.
- 12.3 An analysis of hired transport was being undertaken on a locality by locality basis. It was considering why individuals travelled, and if there was a more cost-effective way i.e. providing the service closer to home.
- 12.4 The Committee heard from the Executive Director that the agreed budget was not without significant risk and was the best that could be managed. Information about placements is made available on a weekly and monthly basis to the Executive Director. It was agreed that the Committee needed more detailed regular updates on the action plan for the predicted overspend.
- 12.5 The Committee expressed concern that the service development of N-able to promote early help and prevention had not been successful. The overspend in mental health would decrease as there was a project in place which was reassessing individuals to identify if they could be housed more appropriately.
- 12.6 Staff were being kept informed. The Autumn / Winter training programme was built around Promoting Independence and to support people in their decision making.
- 12.7 The Committee **RESOLVED** to note;
- The forecast outturn position at period 4 for 2015-16 Revenue Budget of an overspend of £5.608m.
  - The planned recovery actions being taken in year to reduce the overspend.
  - The planned use of reserves.
  - The forecast outturn position at period 4 for 2015-16 Capital Programme.
  - The overspend action plan at 2.6 and requested a regular detailed update.

### **13. Strategic and Financial Planning 2016-19 – Re-Imagining Norfolk**

- 13.1 The annexed report (13) by the Executive Director of Adult Social Services was received which considered the impact of re-modelling their services based on 75% of their current addressable spend.
- 13.2 The Committee heard that, in order to implement the model, it was critical that the detail was considered and best practice within our family of the local authorities looked at. The model was based upon individuals using services available to them in their local community and therefore it was important to know the variance of the services and at what stage people were using them in their lives. It was important to use all available networks (such as County Councillors) and communities needed robust infrastructures to take this on board in order to help achieve 25% savings.
- 13.3 It was confirmed that there had been discussions with UEA about social workers training.
- 13.4 The Committee expressed concern that there was significant complexity in the delivery of such a transformational programme and the length of time it would take to make an impact. There needed to be honesty and openness about the detail of the implementation and the resource requirements.
- 13.5 There was concern that the planning for 75% of funding was taking place when the department was estimating a £5.5 million overspend for the current financial year.
- 13.6 The Committee **RESOLVED** to;
- Note the savings proposals set out in section four for further development.
  - Note the investment proposals set out in section six for consideration by Policy and Resources Committee.
  - Ask officers to bring back further savings proposals in October which will contribute to the development of budgets based on 75% of the Committee's addressable spend, to allow for choices and options to be considered, and to support the delivery of a balanced budget for 2016-17. This would be for subsequent consideration at Policy and Resources Committee in October.

### **14a. Cost of Care – The Cost of Care in Adult Social Services – interim report**

- 14a.1 The annexed report (14a) by the Executive Director of Adult Social Services was received, which set out the process for a cost of care exercise.
- 14a.2 The Committee **RESOLVED**;
- To consider the proposed process to enable it to retake its decision of 9 March regarding the prices the Council would usually expect to pay for residential and nursing care in Norfolk for the 2015/16 financial year.

### **14b. Towards meeting the new market development responsibilities for Adult Social Care**

- 14b.1 The annexed report (14b) by the Executive Director of Adult Social Services was received. The report summarised the overall approach to the new market development duties and also proposed the development of a concordat for future engagement with the market and support for sector led programmes.
- 14b. 2 Norfolk Independent Care (NIC) had recognised that their reach to providers is limited so NCC were working with them to develop engagement of care providers.
- 14b. 3 The Committee were reassured that NIC had already expressed its commitment to the remuneration of carers. The National living wage would increase the wage to £7.20 per hour, and to £9 per hour by 2020.
- 14b.4 **The Committee RESOLVED;**
- To endorse the development of a market development framework within the Promoting Independence strategy that enables the Council to develop and set out its programmes in future Market Position Statements.
  - To endorse the development and implementation of new arrangements for effective provider engagement and sector led market development programmes.

**14c. Exclusion of the Public**

The Committee excluded the public from the meeting under section 100A of the Local Government Act 1972 for consideration of the item below on the grounds that it involved the likely disclosure of exempt information as defined by Part 1 of Schedule 12A to the Act, and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

The Committee was presented with the conclusions of the public interest test carried out by the report author and resolved to confirm the exclusion.

**14d. Cost of Care – review of 9 March Adult Social Care Committee Decision**

This item was withdrawn before the meeting on the advice of the Head of Nplaw. The report would be brought to a future meeting of the Committee.

**15. To agree the exempt minutes from the meeting held on 29 June 2015**

- 15.1 The exempt minutes of the meeting held on 29 June 2015 were agreed and signed by the Chair.

Meeting finished at 1.15pm.

**CHAIR**



If you need this document in large print, audio, Braille, alternative format or in a different language please contact 0344 800 8020 or 0344 800 8011 (textphone) and we will do our best to help.