

Adult Social Care Committee

**Minutes of the Meeting Held on 5 September 2016
10:00am in Edwards Room, County Hall, Norwich**

Present:

Mr B Borrett (Chairman)

Mrs J Brociek –Coulton

Mrs J Chamberlin

M Chenery of Horsbrugh

Mr D Crawford

Mr T Garrod

Mr M Kiddle-Morris

Mr J Mooney

Ms E Morgan

Mr J Perkins

Mr W Richmond

Mr M Sands

Mr E Seward

Mr B Spratt

Mr B Watkins

Ms S Whitaker

Chair's Announcements: The Committee took a moment's silence to acknowledge the recent passing of the Executive Director of Adult Social Services, Harold Bodmer.

1. Apologies

- 1.1 Apologies were received and accepted from Mrs S Gurney (substituted by M Chenery of Horsbrugh), Mrs M Stone (substituted by Mr M Kiddle-Morris), Mr M Storey (substituted by Mrs J Chamberlin) and Mr R Parkinson-Hare.

2. To confirm the minutes of the meeting held on 4 July 2016

- 2.1 The minutes of the meeting held on 4 July 2016 were confirmed as an accurate record and signed by the Chair.

3. Declarations of Interest

- 3.1 There were no interests declared

4. Urgent Business

- 4.1 There were no items of urgent business.

5. Public Question Time

- 5.1 There were no public questions.

6. Local Member Questions / Issues

- 6.1 There were no local members questions / issues.

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

- 7.1 Mr B Watkins reported that he had Chaired a meeting of the Health and Wellbeing Board where the main item had been the adoption of the mental health strategy for Norfolk, with mental health now being the fourth priority of the Board. They had early sight of the Clinical Commissioning Group's intentions which would be submitted at the end of September. He had also attended a meeting of the Norfolk and Norwich University Hospital trust Board of Governors, where they had discussed the budget deficit. This was a similar situation to other hospital boards in the Country, but it was hoped that the newly appointed finance director would help to address some of the issues.
- 7.2 Ms S Whitaker reported that she had attended three meetings of the mental health trust. There were concerns around the finances of the Trust along with a report into the level of unexplained deaths. She had also attended a meeting of Age UK Norfolk, with the Annual General meeting taking place next week.
- 7.3 Ms E Morgan reported that she has attended a meeting of the Norfolk Safeguarding Adults Board where the risk and performance report had been looked into. A meeting of the Norwich locality learning disabilities group had taken place where there were ongoing concerns for the lack of supported housing.

8. Executive Director's Update

- 8.1 The Acting Executive Director acknowledged that the support from Members and colleagues to the department had been appreciated since Harold Bodmer's death and throughout the summer.
- 8.2 Work had continued on the Sustainability and Transformation Plan which would shape the future of services and there were various workstreams being undertaken. There would be an update at the next Committee with more information.
- 8.3 The Better Care Fund was still in the escalation process but it was hoped that the NHS and CCG's final agreement would be resolved shortly.

8.4 The deadline for a judicial review on the fee uplift for providers had passed since the last meeting of the Committee. Work on the 2016/17 fee uplift was currently taking place in collaboration with providers and would be completed during September.

8.5 The award for the social care system provider was announced as Liquid Logic. This would be a new system across the Adults and Children's departments with links with finance.

9. Chairman's Update

9.1 The Chairman thanked the Acting Executive Director of Adult Social Services and the department for the way they had performed through the challenging summer. It was acknowledged that there had been a big hole left through the passing of Harold Bodmer but everyone had worked together and worked incredibly hard.

9.2 The work going forwards would be focused on the promoting independence model and an extra senior role would be brought into the department to help deliver the programme.

9.3 The Chairman acknowledged that the department were in a challenging financial position and it would be a difficult job for the Committee going forwards.

10. Exercise of Delegated Authority

10.1 There was no exercise of delegated authority to report.

11. Adult Social Care Finance Monitoring Report Period 4 (July) 2016-17

11.1 The Committee received the annexed report (11) by the Acting Executive Director of Adult Social Services which provided the Committee with financial monitoring information, based on information to the end of July 2016. It provided an analysis of variations from the budget and the actions being taken by the service to reduce the overspend.

11.2 It was clarified for the Committee's information that the overspend should be £900k not £1million as stated in the report.

11.3 Members suggested that there needed to be more detail provided for Members on the overspend relating to mental health and learning disabilities. The Acting Executive Director confirmed that this area was a focus of the revised action plan to reduce the overspend. There were two new senior posts being recruited to in learning disabilities which would help the focus as well as a workshop planned. A report would be brought to a future meeting.

11.4 The £3.127 million held as a provision for doubtful debts would be circulated to members as a percentage.

11.5 The savings associated with the reablement service were felt achievable by the end

of the financial year.

- 11.6 Concern was expressed at the £8.1 million overspend which was an £388k increase as reported at the July meeting. There seemed to be an ongoing difficulty in delivering the previous year's savings. The Officers confirmed that reserves were not being planned to cover the overspend as longer terms plans were being made for transformation.
- 11.7 The Committee asked for a detailed programme to be issued at the next meeting about how the overspend was going to be reduced. The Acting Executive Director confirmed that the recovery plan had been refocused and assurance was given that quantification work had been carried out, details of which could be brought in October.
- 11.8 Mr M Sands proposed that 'We resolve as a 'cross party' Adult Social Services Committee to lobby directly, by making a personal approach (of a delegation from this committee) in Westminster, to MPs for Norfolk asking them to use their influence to secure additional funding from central government for a shortfall of funding.'

Upon being put to the vote, with 16 for and 1 abstention, the motion was **CARRIED**.

- 11.9 The Committee **RESOLVED** to;
- Note the forecast outturn position at period 4 for the 2016-17 Revenue Budget of an overspend of £8.151m.
 - Note the planned actions being taken by the service to reduce the overspend.
 - Note the planned use of reserves.
 - Note the forecast outturn position at period 4 for the 2016-17 Capital Programme.
 - As a 'cross party' Adult Social Services Committee to lobby directly, by making a personal approach (of a delegation from this committee) in Westminster, to MPs for Norfolk asking them to use their influence to secure additional funding from central government for a shortfall of funding.

12. Performance Management Report

- 12.1 The Committee received the annexed report (12) by the Acting Executive Director of Adult Social Services which presented current performance against the committee's vital signs indicators, based upon the revised performance management system which was implemented as of 1 April 2016. The report provided the most up to date performance data available, to the end of period 3 (June 2016).
- 12.2 There had been an issue around the delayed transfer of care data where the data recording process had been changed. The data would be changed retrospectively.
- 12.3 The Committee hoped that joint work was being carried out with other organisations to help individuals with learning disabilities into paid employment. It was also noted that the statistic of 91% of individuals were not seeking employment or were retired could be flawed by those individuals who were volunteering which didn't always get

recorded.

- 12.4 Members noted that there had been services withdrawn which gave individuals the opportunity to learn skills for paid employment and it was hoped that this good practice was being shared between providers. The target of 7.5% of people with learning disabilities in paid employment was ambitious but was achievable.

- 12.5 The Committee **RESOLVED** to;
- Note the performance data, information and analysis presented in the vital sign report cards in section 3 of the report.
 - Note the information presented in two report cards, about the performance of services to support carers in section 4 of the report.
 - To agree to receive information about carers services in the same format from now on
 - Agree to receive proposed service volumes and activity targets alongside Budget and Service Planning proposals at a future committee meeting, and at the latest at the December committee.

13. Promoting Independence: Adult Social Care Target Demand Model

- 13.1 The Committee received the annexed report (13) by the Acting Executive Director of Adult Social Services which set out how Adult Social Services had been working with IMPOWER Consulting Ltd to create a target demand model in order to set the programme and plan for delivering the transformation.
- 13.2 The Care Arranging Service was explained to be a care finding and broker service. It was used after the initial assessment and report had taken place to find suitable care from all providers.
- 13.3 To help individuals access information regarding the appropriate type of care, community clinics had been set up and developed across the County. These were being co-located with partners which provided information about all services.
- 13.4 Members questioned if the transformation programme was enough to make the changes needed. It was a challenging task which would be worked through with colleagues to overcome. Detailed work on the impact the changes would have had been worked through and would be shared with the Committee. There was a slight concern with timing but it was understood that things could not be changed quickly.
- 13.5 The Committee **RESOLVED** to;
- Note the work to review the existing plans to transform services and to propose next steps.
 - Agree to the further development of the target demand model as part of the annual Service and Budget Planning process, with updates and proposals presented throughout the Autumn ahead of the budget being set in January and February.

14. Norfolk's Implementation of the Care Act – SCIE Review

- 14.1 The Committee received the annexed report (14) by the Executive Director of Adult Social Services which updated the Committee of the progress to date of the council's progress being undertaken by the Social Care Institute of Excellence (SCIE).
- 14.2 Members expressed concern about capacity and it was confirmed that work had started on the number of assessments and the complexity of them that staff were expected to deal with and what comparisons could be drawn with other counties.
- 14.3 The Committee heard that there was a national problem of being able to fill social worker posts and 11% of posts across the Country were vacant. NCC had been working alongside University of East Anglia to increase engagement and to encourage students to enter social work in adult services compared to children's.
- 14.4 The Committee **RESOLVED** to;
- Note the contents of the report
 - Note the proposals for implementing the recommendations.

15. Transport

- 15.1 The Committee received the annexed report (15) by the Executive Director of Adult Social Services which provided a short update on the Transport savings and project as requested by the Committee, following the last meeting on 9 July 2016.
- 15.2 Members asked for a breakdown of the overspend in the transport area. It was confirmed that work on this was part of the review that was taking place.
- 15.3 Route reviews for service users take place but departments could get better at communicating about this area as expertise in the procurement of the transport did not lie in the Adult Social Services department. It was confirmed that as part of the Care Act, they had a duty to provide service users with a means to access a service that they required.
- 15.4 It was suggested that a staff member from another department or from a similar County with the expertise and knowledge of rural areas could work on the transport review, rather than paying for an external consultant.
- 15.5 The following change to the recommendation was proposed by Ms S Whitaker.
- ~~'Note that the department was in the process of finding someone from outside Norfolk County Council to carry out a transport review to compliment the work already being carried out. This would also need to sit alongside any other work being undertaken corporately on transport. The review would include looking at good practice in other authorities in Adult Social Services transport, especially those who had a relatively low spend on transport and what efficiencies could be made in the administration, management and procurement of transport for Adult Social Services.'~~

Replace with;

'Instruct the department to find someone to carry out a transport review to

compliment the work already carried out. This would also need to sit alongside any other work being undertaken corporately on transport. The review would include looking at good practice in other authorities in Adult Social Services transport, especially those who had a relatively low spend on transport; and what efficiencies could be made in the administration, management and procurement of transport for Adult Social Services.'

Upon being put to the vote, the proposal was **CARRIED**.

- 15.6 The Committee **RESOLVED** to;
- Note the work being carried out to deliver the transport savings
 - Instruct the department to find someone to carry out a transport review to compliment the work already carried out. This would also need to sit alongside any other work being undertaken corporately on transport. The review would include looking at good practice in other authorities in Adult Social Services transport, especially those who had a relatively low spend on transport; and what efficiencies could be made in the administration, management and procurement of transport for Adult Social Services.
- 16. Norfolk Safeguarding Adults Board Annual Report 2015-16**
- 16.1 The Committee received the annexed report (16) by the Executive Director of Adult Social Services which illustrated the delivery by the multi-agency partnership of the statutory requirements for safeguarding adults as set out in the Care Act.
- 16.2 A leaflet had been distributed to taxi drivers located in the Broadland area and the Committee questioned if there was a specific issue for this area. It was confirmed that there was no issue for this area but it was an initiative which had been led by Broadland District Council and would be spread to the other districts.
- 16.3 The Committee requested that the plan be adopted by Full Council and this would be taken forward by Officers.
- 16.4 Members asked if there was attendance from the acute trusts at meetings. It was confirmed that representatives from the acute trusts had been made members recently and information regarding the attendance from all members at the meetings would be published next year.
- 16.5 Although it had been difficult to engage with the less accessible communities, it had been managed and contacts had been made.
- 16.6 The Committee **RESOLVED** to;
- Note the content of the report.
 - Agree the department share the report with partner organisations with whom they have contact.

Meeting finished at 1.00pm.

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.