

Adult Social Care Committee

**Minutes of the Meeting Held on 4 July 2016
10:00am in Edwards Room, County Hall, Norwich**

Present:

Mr B Borrett (Chairman)

Ms J Brociek –Coulton

Ms E Corlett

Mr D Crawford

Mr T Garrod

Mrs S Gurney

Mr J Mooney

Ms E Morgan

Mr J Perkins

Mr W Richmond

Mr R Parkinson-Hare

Mr M Sands

Mr E Seward

Mr N Shaw

Mr B Spratt

Mrs M Stone

Mr B Watkins

Chair's Announcements:

1. Apologies

- 1.1 Apologies were received and accepted from Mr M Storey and Ms S Whitaker (substituted by Mr N Shaw and Ms E Corlett respectively).

2. To confirm the minutes of the meeting held on 16 May 2016

- 2.1 The minutes of the meeting held on 16 May 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. Chairman's Update

- 7.1 The Chairman highlighted the report on the Better Care Fund and that the Council had been put into an escalation process. To achieve an outcome, they would put in a £5 million one-off payment.
- 7.2 The Social Care Institute of Excellence report was currently being undertaken and the report would be shown to the Committee.
- 7.3 The Chairman also highlighted the Carer's Card and it was felt that this needed to be widely publicised. Members were encourage to let their parishioners know about this.

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

- 8.1 Mr Brian Watkins reported that he had been to a meeting of the Norfolk and Norwich University Hospital where it had been reported that the demand on the hospital had increased and a development plan was in place.
- 8.2 Mrs Julie Brociek-Coulton had attended a Carer's Open Day held at The Forum, Norwich and a meeting of the Carer's Council.
- 8.3 Ms Emma Corlett had attended a successful mental health seminar.
- 8.4 Ms Elizabeth Morgan reported that she would be attending an Adult Safeguarding Board the following week. The annual report had not yet been published but would be for the Committee's consideration at a future meeting. She had attended a meeting of the Norwich Localities Learning Disability Group and the annual general meeting of 'Opening Doors'.

9. Executive Director's Update

- 9.1 The main priority of the department continued to be implementing the Care Act and managing the resources to be able to do that effectively.
- 9.2 The first draft of the Sustainability and Transformation Plan had been submitted to and would be presented to the NHS in the near future. It would be available to

- Members with an action plan which could be monitored.
- 9.3 The consultation on the cost of care proposals had finished, with discussions now taking place on the fee uplift.
- 10. Exercise of Delegated Authority**
- 10.1 There was no exercise of delegated authority.
- 11. Internal and External Appointments**
- 11.1 The Committee considered the report by the Head of Democratic Services setting out the outside and internal appointments relevant to Adult Social Care Committee, together with the current Membership. Members were asked to review and make appointments to those external bodies, internal bodies and Champions positions, as set out in Appendix A of the report.
- 11.2 The Committee **RESOLVED** to make appointments to external bodies, internal bodies and champions' positions as set out in the report.
- 12. Adult Social Care Finance Monitoring Report Period 2 (May) 2016-17**
- 12.1 The Committee considered the report which provided them with financial monitoring information, based on information to the end of May 2016. It provided an analysis of variations from the budget and the actions being taken by the service to reduce the overspend.
- 12.2 It was noted that the outturn of NorseCare was over budget by more than 10%. However this reflected the fact that in previous years savings had been identified. The medium term plan was still being achieved as the savings were taking longer to realise than anticipated.
- 12.3 There was concern from the Committee about what seemed to be an inaccurate budget. However it was clarified that given the nature of the spending, money had already been committed to individuals which could not be changed. The Committee heard that Norfolk County Council was not alone in this situation and nationally Council's were under a huge amount of financial pressure.
- 12.4 Members were assured that any funding from the Clinical Commissioning Groups for the Better Care Fund agreed through the escalation process would be guaranteed by the 3 year section 75 agreement put in place.
- 12.5 The Committee **RESOLVED**;
- To note the forecast outturn position at period 2 for the 2016-17 Revenue Budget of an overspend of £7.763m
 - To note the planned actions being taken by the service to reduce the overspend.

- To note the planned use of reserves.
- To note the forecast outturn position at period 2 for the 2016-17 Capital Programme.
- To recommend that Policy and Resources agree to use the Corporate Risk Reserve in line with previously reported budget risks for the service, specifically to fund;
 - £5.155m to manage the identified additional budget pressures from the cost of care review and national living wage;
 - £5m to protect social care due to a reduction in funding allocated within the Better Care Fund.

13. Integration, the Better Care Fund and the Sustainability and Transformation Plan

- 13.1 The Committee received the annexed report (13) from the Executive Director of Adult Social Services which provided information on work streams in Norfolk to address the integration of health and care services to better provide for the individual. The report highlighted progress in three key areas; operational integration, the sustainability and transformation plan (STP) and the Better Care Fund (BCF).
- 13.2 It was noted that the 3.5% reduction for elective admissions was a challenging target as the rate of admissions was climbing nationally.
- 13.3 The section 75 agreement for the Better Care Fund would ensure a more coherent, single approach to the Better Care Fund. There would be one set of reporting which would make it easier for comparisons to be made. As a result of the negotiations that had taken place, all partners had reviewed practice.
- 13.4 It was felt that the workstreams mentioned in the report should not just be aspirational but imperative. Staff were eager to achieve them as the benefits for the service user could be seen.
- 13.5 The Committee **RESOLVED** to;
- Approve the assessment of the impact of savings required in the Better Care Fund for 16/17.
 - Note the report.
 - Agree to delegate authority to the Chairman and the spokespersons to agree any additional savings.

14. Performance Management Report

- 14.1 The Committee received the annexed report (14) from the Executive Director of Adult Social Services which presented current performance information against the committee's vital signs indicators, based upon the revised performance management system which was implemented as of 1 April 2016.
- 14.2 The Committee noted that the employment figures for those with learning disabilities was low, however accessing work opportunities for those individuals relied on external factors. There was work being carried out corporately to encourage this

and an update on this would be brought to a future meeting.

14.3 There was no information relating to the family group as the data was not available.

14.4 The Committee **RESOLVED** to;

- Approve the recommended changes to the vital signs indicator list.

15. Pressures on Future Adult Social Care Services in Norfolk

15.1 The Committee received the annexed report (15) from the Executive Director of Adult Social Services which reviewed the factors that drove pressures on the Adult Social Care budget.

15.2 Members noted that there needed to be more evidence and analysis regarding the link of turnover of staff and the quality of care. It was also important that best value was being received for the contracts they were tied into. It was confirmed that the work being carried out on homecare included different models for comparison.

15.3 Members questioned if there was more work needed to be carried out about the capability of the jobs in the care sector and if more workers were needed to help aid the recruitment issues.

15.4 The Committee **RESOLVED** to;

- Note the contents of the report

16. Risk Management

16.1 The Committee received the annexed report (16) from the Executive Director of Adult Social Services which provided Members with an update of the most recent changes to the risk register.

16.2 The Committee noted that the risk relating to a judicial review could be deleted off the register once the three month deadline for a claim had elapsed.

16.3 The Committee **RESOLVED** to;

- Note the progress with departmental risks since 11 May 2016
- Approve the recommendation to remove the two risk from the register which had been achieved.

17. Promoting Independence Update

17.1 The Committee received the annexed report (17) from the Executive Director of Adult Social Services which provided Members with an update on Promoting Independence which had been agreed previously as the strategy for transforming adult social care in Norfolk.

17.2 The Committee heard that in implementing the new models of working Officers were understanding the barriers and cultural changes. The model would take time to

- embed and various steps were being taken to help this happen.
- 17.3 The change to the service was being worked through with providers and forums had been held to enable views to be shared.
- 17.4 The Committee **RESOLVED** to;
- Note the contents of the report.
- 18. Transport**
- 18.1 The Committee received the annexed report (18) from the Executive Director of Adult Social Services which provided an update on the transport savings and project as requested by the Committee.
- 18.2 There was concern from the Committee that the savings mentioned in the report would not achieve the level required.
- 18.3 The department were having discussions with Children's Services about how TITAN travel training can be made available to adults, e.g. providing training at "off peak" times for schools and colleges, and were looking at starting a pilot in October 2016.
- 18.4 The Committee **RESOLVED** to;
- Note the work being carried out to deliver transport savings
 - Request Officers to consider a wider review of arrangements for Adult Social Care transport looking at best practice elsewhere.
- 19. Adult Social Care and Support Quality Framework Annual Report**
- 19.1 The Committee received the annexed report (19) from the Executive Director of Adult Social Services which updated Members on the implementation of the previously adopted quality framework and included the first annual quality report.
- 19.2 The Executive Director confirmed that a key role for Norfolk County Council under the requirements of the Care Act was to invest funds from the training budget to support initiatives to help improve providers performance.
- 19.3 The Committee **RESOLVED** to;
- Note the annual quality report 2015/16 at Appendix 1 of the report.
 - Agree that an interim report would be brought to the Committee before six months.

Meeting finished at 1.25pm.

CHAIR



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