

Adult Social Care Committee
Minutes of the Meeting Held on 7 March 2016
10:00am Edwards Room, County Hall, Norwich

Present:

Ms S Whitaker (Chair)

Mr B Borrett

Ms J Brociek –Coulton

M Chenery of Horsbrugh

Mr J Childs

Mr D Crawford

Mrs M Dewsbury

Mr T Garrod

Mrs S Gurney

Ms E Morgan

Mr J Perkins

Mr W Richmond

Mr M Sands

Mr E Seward

Mr B Spratt

Mrs A Thomas

Mr B Watkins

Chair's Announcements: The Chair welcomed Mr B Spratt to his first meeting of the Committee.

1. Apologies

1.1 Apologies were received and accepted from Mr A Grey (substituted by Mr J Childs), Mrs M Stone (substituted by Mrs M Dewsbury) and Mr A Proctor (substituted by M Chenery of Horsbrugh).

2. To agree the minutes from the meeting held on 25th January 2016

2.1 The minutes from the meeting held on 25th January 2016 were agreed as an accurate record and signed by the Chair.

3. Members to Declare Any Interests

3.1 Mrs S Gurney declared her son worked for Norse.

3.2 Mr T Garrod declared he was a Trustee for NANSAs (Norfolk and Norwich Scope Association).

3.3 Mrs M Dewsbury declared her son worked for Norse.

4. To receive any items of urgent business

4.1 No items of urgent business were received.

5. Local Member Issues

5.1 There were no local members issues or questions.

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

6.1 Ms E Morgan reported that she had attended a meeting of the Norfolk Community Health and Care NHS Trust shadow Governors' task group

6.2 Mr B Watkins reported that he had chaired a meeting of the Health and Wellbeing Board which had consisted of two workshops; one on safeguarding and one on the self-review, and two items of formal business; the Better Care Fund and the health and wellbeing strategy. He had also attended a meeting of the Norfolk and Norwich University Hospital, where it was reported that the treatment time for cancer care was improving, extra capacity had been brought in to improve the 18 week referral time for treatment, four consultants had been appointed in a bid to reduce the accident and emergency admissions as well as four new chief of divisions being appointed.

6.3 Ms J Brociek-Coulton reported that she had attended a young carers' forum at the University of East Anglia; a family voices conference and reported that the NCC carers commissioner had changed.

6.4 The Chair reported that she had attended Norfolk and Suffolk Foundation Trust Nominations sub-committee and the Health and Wellbeing Board.

7. Executive Director's Update

7.1 The Executive Director of Adult Social Services reported that there continued to be a focus on the management of resources with the reduction of the projected overspend a key focus.

7.2 It was reported that Equal Lives had expressed severe criticism of practice undertaken by NCC's Adult Social services. NCC had strongly refuted the claim that they were in breach of the Care Act but had taken seriously the criticisms and were investigating. The Local Government Association had been contacted and had agreed to fund an external audit. The audit would be carried out by the Social Care Institute of Excellence who would also assist on further development work on casework. In order to improve direct communication with Equal Lives in the future, the Executive Director reported that a member of staff could be based there for a percentage of their working week. For the Committee's assurance, if another charity came forward asking for a similar opportunity, it would be reviewed and analysed if it would be helpful in the working relationship.

- 7.3 The results of the cost of care exercise was still scheduled to come to an extra meeting of the Committee in the near future. Fair Price for Care had responded to the consultation on the last day and had requested extra information which had been sent to them and as such NCC had given them an extra two weeks to respond on that information. NCC were currently working through the formal offer and the date for the extra meeting for the Committee would be circulated in the next couple of weeks. The Committee asked that the report included comparative figures of neighbouring counties.
- 7.4 It was reported that between 30th November and 7th February there had been 182 new placements made in independent sector residential care. This was in comparison to 32 made in NorseCare.
- 7.5 It was also clarified that there were currently no official social care transfer of care delays and this had been the case for the past year.

8. Chair's Update

- 8.1 The Chair reported that in her capacity as the Chair of the Committee she had attended:
- Promoting Independence monthly board meeting;
 - A seminar organised by the Prison Reform Trust;
 - Dementia Friendly Communities networking meeting;
 - Norfolk County Council and Norfolk Community Health and Care NHS Trust quarterly liaison meeting;
 - Annual Norfolk Care Awards dinner;
 - Seminar on 'Integration' organised by East of England LGA

9. Adult Social Care Finance Monitoring report Period 10 (January) 2015-16

- 9.1 The Committee received the annexed report (9) from the Executive Director of Adult Social Services which provided the Committee with financial monitoring information, based on information to the end of January 2016. It provided an analysis of variations from the revised budget and recovery actions in year to reduce the overspend.
- 9.2 The Committee noted the significant overspend for the management of HR and finance and requested that the breakdown of these figures were circulated.
- 9.3 The Committee were informed that the Care Act funding was now shown separately on the budget whereas before it had been part of the purchase of care budget. This would enable the purchase of care budget to be shown accurately year on year.
- 9.4 The Committee requested the estimated costs for recruiting a new Head of Learning Disabilities and the timescale for appointing someone. This information was agreed to be circulated.

- 9.5 Hired transport was in the process of being reviewed and refocused and the department had been talking to providers about changing how the service is delivered. They were also working with Children's Services and Travel and Transport department.
- 9.6 It was confirmed that the transport used was a mixture of private taxis and minibuses as well as Norse minibuses. The Committee asked what the rate was that was paid and this information would be circulated.
- 9.7 The Committee **RESOLVED** to;
- Note the planned outturn position at period 10 for 2015-16 Revenue Budget of an overspend of £2.785m.
 - Note the planned recovery actions being taken in year to reduce the overspend.
 - Note the planned use of reserves.
 - Note the forecast outturn position at period 10 for the 2015-16 Capital Programme.
 - Note the overspend action plan at 2.8.

10. Fee Levels for Adult Social Care providers 2016/17

- 10.1 The Committee received the annexed report (10) by the Executive Director of Adult Social Services which set out the recommended approach for 2016/17 in setting and maintaining fee levels which could support a sustainable care market in the long term. The price uplifts proposed included recognition of the cost of national living wage legislation on the care markets and therefore some increases proposed were above the inflation included in the growth pressures for the Adult Social Care Committee.
- 10.2 The Committee were assured that there would be a consistent approach between each case and it would be important to understand the groupings of contracts to ensure this happened.
- 10.3 The Committee were informed that there were some variation between the costs of others authorities due to location (e.g. closer to London) and reflective of issues within the market such as supply.
- 10.4 There general inflation level was used in the budget methodology as a mechanism for increases, and this would be part of the budget planning yearly in November.
- 10.5 The Committee **AGREED** that;
- In respect of contract where an inflation index or indices are referenced an uplift is implemented to match any changes in the relevant index or indices.
 - In respect of contracts where this is a fixed price for the duration of the contract, no additional uplift in contract prices takes place.
 - In respect of contracts with pre-agreed tendered prices, (any uplift that may be agreed is limited to no more than 1.2%)
 - In respect of contracts where there is a requirement to consider inflationary effects but with discretion in relation to any changes in rates, any uplift that may be agreed is limited to no more than 1.2% with the exceptions stated in the report.

11. Risk Management

- 11.1 The Committee received the annexed report (11) from the Executive Director of Adult Social Services which provided contextual information for many of the decisions taken. The report included the departmental risk summary with an update on progress since the last Committee meeting on 25 January 2016.
- 11.2 The Committee were informed that a matrix was compiled to determine the risks but there was some concern that it could not be working as effectively as it might do and therefore it was suggested to discuss this at the next meeting.
- 11.3 Although the reasons for the risks being delegated to the Adult Social Care Risk Register from the Corporate Risk Register were given, there was significant concern expressed at this as they could be financially and reputational detrimental to the authority.
- 11.4 There were concerns that the risk around deprivation of liberty safeguarding was only given an amber risk. The Committee asked for this risk to be given more concern and requested regular updates to the status of this risk.
- 11.5 The Committee **RESOLVED** to;
- a) Note the progress with departmental risks since 25 January 2016.
 - b) Note the reasons for the proposed reasons for the delegations of two risks previously shown on the Corporate Risk Register.
 - c) Ask Policy and Resources Committee to accept that two risks outlined at 2.6. remain on the corporate risk register;
 - o RM14079; 'Failure to meet the longer term needs of older people'
 - o RM0207; 'Failure to meet the needs of older people'
 - d) Note the addition to the Corporate Risk Register of the RM019 'Failure to deliver a new fit for purpose social care system on time and to budget'.
 - e) Accept a new risk, as outlined in 2.7.1; 'Integrated management arrangements with Norfolk Community Health and Care have a negative impact on the delivery of adult social care quality and performance.'
 - f) Agree that risk RM14237 'Deprivation of Liberty Safeguarding' was changed from an amber risk to a red risk.

12. Performance Monitoring Report

- 12.1 The Committee received the annexed report (12) from the Executive Director of Adult Social Services which reported the quarter three performance results for Adult Social Care with a performance dashboard in Appendix A. In particular, the paper highlighted the 'red' measures that were off target or were getting notably worse.
- 12.2 The Community Links pilot would last until end of year, taking place in Harleston and Aylsham initially. They would be assessed continuously to analyse the impact.
- 12.3 There was a need to work harder to help individuals into paid employment as noted in the performance figures. It was hoped that support could be given to the individual before embarking on employment and for the employee and the employer

during the initial stages of employment. A number of national schemes were being reviewed by the department to see if they could be beneficial as well as looking at those Councils who performed well in this area.

- 12.4 The Committee **RESOLVED** to;
- Review and comment on the performance management information, including the dashboard presented in Appendix A.
 - Consider any areas of performance that require a more in-depth analysis.
 - Confirm the Committee's set of vital signs performance indicators.
- 13. Report to the Adult Social Care Committee of the Performance and Placement Rates Task and Finish Group**
- 13.1 The Committee received the annexed report (13) from the Executive Director of Adult Social Services which informed them that at the meeting on 9 March 2015, the Adult Social Care committee resolved to establish a task and finish group to address performance in relation to residential care placements, and wider performance in adult social services.
- 13.2 The Committee **AGREED** that;
- Monitoring of activity in relation to carers should include not only assessments, but also the activity delivered through the Carers Agency Partnership and should evidence that 'hard to reach' carers were being supported
 - The model of the reporting used by Children's Services for Looked After Children should be used to report on adult placements in residential care
 - Committee should be provided with an action plan for the delivery of change in learning disabilities services
 - A report should be produced which set out how levels of performance impact on budget savings
 - Where there is an area of performance concern, the Committee should consider instigating a dedicated meeting of a Performance Task and Finish Group to conduct a 'deep dive' and to report back to Committee with findings and recommendations.
 - The Task and Finish Group should be reconvened in 6-12 months to review the implementation of the new performance regime and its impact for adult social care.
- 14. Learning Disability Service Plans**
- 14.1 The Committee received the annexed report (14) from the Executive Director of Adult Social Services which updated Members on the progress of the work undertaken by the Interim Lead for Learning Disabilities, and to explain the key elements of the work aligned to the framework of the 'Promoting Independence' strategy.
- 14.2 The Committee heard that the timescale for appointing a new Head of Learning Disabilities should be quite short. The work was being covered in the meantime. There could be the opportunity for a review of the packages of care for those with learning disabilities as well as potentially co-producing the joint commissioning

strategy.

- 14.3 Work was being closely carried out on transition with Children's Services which had made an impact and made it more imaginative.
- 14.4 There was cover in place for a short piece of work to identify the overspend and to make sure that the right arrangements were in place for those with learning disabilities. There is a need for the teams to work differently in some aspects but there are also areas of good practice.
- 14.5 The independent audit that would be carried out for Adult Social Services would also cover learning disabilities.
- 14.6 The Committee **NOTED** the contents of the report.

15. Exclusion of the Public

- 15.1 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.
- 15.2 The Committee was presented with the conclusions of the public interest test carried out by the report author and resolved to confirm the exclusion.

16. Exemption from contract standing orders in respect of mental health block contracts

- 16.1 The Committee received the annexed report (16) by the Executive Director Adult Social Services which explained that mental health commissioners had been working across the health and social care in the context of the Promoting Independence strategy with the aim of re-deigning new pathways and to link payments more closely to results over a two-year period.
- 16.2 The Committee **RESOLVED** to endorse an exemption to Contract Standing Orders under Standing Order 9.14 in respect of the services listed in Appendix 1 of the report to allow the creation of new one year block contracts. The contracts involved are with MIND and St Martins Housing Trust for Highwater House.

Meeting finished at 1.15pm.

CHAIR



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