

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the Adults Select Committee held at County Hall, Usk on
Tuesday 28th January 2014 at 10.00am**

PRESENT: County Councillor P.S. Farley (Chairman)

County Councillors: R. Chapman, R. Edwards, R.G. Harris, P. Jones, B. Strong, P. Watts and Mr D. Hill (co-opted representative).

County Councillor P. Murphy and V. Smith also in attendance.

OFFICERS IN ATTENDANCE:

Mr S. Burch	-	Chief Officer, Social Care and Health
Mrs J. Boothroyd	-	Head of Adult Services
Mr M. Howcroft	-	Assistant Head of Finance
Miss H. Ilett	-	Scrutiny Manager
Mrs S. King	-	Democratic Services Officer

ALSO IN ATTENDANCE:

Mrs D. Hudson

APOLOGIES FOR ABSENCE

1. Apologies for absence were received from Councillors M. Hickman and P. Jordan.

The Chairman welcomed Delia Hudson who would be the future co-opted representative for Action 50 Plus.

DECLARATIONS OF INTEREST

2. There were no declarations of interest made by Members.

CONFIRMATION OF MINUTES

3. We received minutes of meetings as follows:

(i) The minutes of the Special meeting of the Adults Select Committee dated 10th December 2013 were confirmed as a correct record and signed by the Chairman.

In approving the minutes we noted the following update:

- Update on visit to Mardy Park and Tudor Street, important to visit to see the changes at Mardy Park and direction. Tudor Street is in an interim, therefore,

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further description would be required. The officer would circulate dates and visits would be coordinated.

(ii) The minutes of the meeting of the Adults Select Committee dated 10th December 2013 were confirmed as a correct record and signed by the Chairman. In doing so, the following amendment was made:

- Page 1 – County Councillor R. Chapman was in attendance
Apologies from County Councillor B. Strong

PUBLIC OPEN FORUM

4. There were no issues raised by members of the public.

REPORTS FROM THE HEAD OF FINANCE

5. We received reports from the Head of Finance, as follows:

i) Capital Programme 2013/14 Month 8 Forecast Outturn Statement

We received the Capital Programme 2013/14 Month 8 Forecast Outturn Statement which presented the forecast outturn capital expenditure position as at month 8 for schemes relating to Adults Select Committee compared to the budget for the year.

The committee were advised that the main scheme relevant to the committee was Property Maintenance. Revised budget identified as £45,000, of which £41,000 is forecast to be spent by year end resulting in a forecast underspend of £4,000.

During discussion members raised the following points:

- Clarification provided regarding Appendix 2 showing £15million original budget, £12million slippage and budget revised by £3.5 million, however end budget £31 million. We were advised that Appendix 2 reflected the Councils wider position not just Adults Select Committee portfolio, helpful for members to understand the position across the Authority and useful background information. Original budget relates to capital programme.
- The committee were informed that all explanations for every difference were contained within the report. Adjustments would occur throughout the year due to items being included in the Capital Budget.
- Slippage would be money allocated to schemes that had not been used the previous year and therefore, carried forward.
- An under spend had occurred in property maintenance and would be carried forward.

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We received the Budget Proposals 2014/15 to 2017/18 which provided detailed proposals on the budget savings required to meet the gap between available resources and need to spend in 2014/15, for consultation purposes.

The committee were advised that the position would be considered by Council in February 2014.

Explanations of movement were provided i.e. Welsh Government Settlement and the revised figure was £9 million to be achieved in 2014/15. The report clarified the extent of mandates that have been proposed and refines them.

Pressures and mandates proposals were continuing to be considered, due to the shortfall of £2 million and the Senior Leadership Team (SLT) were considering one off measures.

Members were invited to ask questions and during discussion the following points were noted:

- A question was raised regarding an increase in council tax to achieve the shortfall. We were advised that following measures being considered by SLT, there was still a £1 million gap to be met. Council would have to consider whether to increase council tax above 3%. Public engagement sessions presentations have modelled and demonstrated 4%=£382k and 5%=764k, may have to consider possibility of reserve funding or further work on mandates to bring in additional savings. Will come down to what rate council tax will be set.
- A member recognised that public engagement in Abergavenny were strong on 5%, working on assumptions and almost certain it won't be 3% increase.
- Use of reserve funding would be the last resort, only justification within MTFP is the gap of £1.5 million over 4 years, there would be case to allow for partial use of reserves for surplus in following year which would be justification for modest use of reserve funding, however, the intention was not to use any if possible.

Housing

- Officer would like to present information regarding Careline, possible special end Feb early March. Financial implications within the mandate.
- Agreed

SCH Adult All Grants/Contracts Review

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- Discussions had been held with a range of agencies, 98 of 100k and further detail regarding negotiations with other organisations would be circulated and contained within cabinet report. Can circulate to members through Democratic Services.
- Agreed

SCH Practice Change

- Mandate discussed on 10th December 2013. Included in figure was management post, in process of advertising manager to cover two service areas along with practice change aspect of it. Work being scoped at the moment to start on 1st April. Month 9 strong position underpins practice change moving forward, community team have pulled back spending and extra money will be taken out of budget. £277k is conservative estimate but hoping it'll be more.
- Agreed

SCH Community Meals

- Increased take up mandate, experience of meals and staff development sessions. Mandate is reliant on increasing customer base, staff need to understand service. Publicity and awareness raising has helped now need to sustain customer base so more work being undertaken, credit to staff. Members invited to promote as they wish.
- Members felt that the attached flyer to prescriptions was excellent idea, the officers would obtain further information regarding it's success.
- The committee recognised work that had been undertaken to develop the scheme and all involved were commended.
- A member suggested that section on community meals could be included in each ward member newsletter.
- Improvements had been undertaken of £30k. Further work would be more longer term and aspirational, not until 16/17 – so what's to be done differently around community meals. This is of a different nature, early conversations across the authority.
- The Chairman specifically thanked the Apetito team who had generously provided the meals and members had donated to Chairman's Charity. A letter of thanks would be sent from the committee.
- Agreed

My Day My Life Refocus

- Run redesign group and authors of mandates come together. This initiative lot of work going on. Its efficiency mapping exercise, tudor street and other projects. By reconfiguring and aligning service there's been opportunity to get money from restructure. Taken out a number of posts and well on track. Positive aspect, work on-going, working with people in what can be achieved through tailoring requirements individually. All on track.

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- Thanks and gratitude was expressed to officers due to the progress and prompt feedback, following mandate discussions in December.
- Agreed

Social Care Restructure

- Straightforward restructure of posts and reconfiguration, sickness management targets.
- Largely are completed or progress of completion.
- Sickness management would be achieved through support people to come back to work if sick. Need to be proactive to ensure it doesn't catapult. Training for managers to be confident around HR policy and support staff. Targets is way to make sure we'll minimise where possible time off is reduced. Getting balance right and seeing reduction.
- HR perspective, officers would have conversations to understand where people are in terms of stress levels, very conscious of the individual positions.
- A query was raised whether there were dedicated HR staff. We were advised that the structure employee services is generic nature but kept strong link with one officer, who is also a member of DMT for SCH.
- Duty of care as employer and noted that stress courses are being provided by the union.
- Agreed

SCH Transition

- Transition programme has happened. Realised cost saving immediately and staff have been seconded.
- Agreed

Service Transformation

- Adult social care transformation, mardy park work sits within it.
- Looking at opportunities, immediate care funding available from Welsh Government, putting together ideas where mardy park work can be used to track way forward.
- £1.4million total, £630k around mardy park the rest to be mandated and starting to profile it.
- Agreed

Progress noted on all mandates discussed.

We noted that two options were contained within some mandates. The committee were informed that mandates would be compiled by different authors and rules are in place to ensure that options that were explored are included but reasons also explained, which would lead the author to one option over another.

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iii) Capital Budget Proposals 2014/15 to 2017/18

We received a report which outlined the proposed capital budget for 2014/15 and the indicative capital budgets for the three years 2015/16 to 2017/18.

Members were invited to ask questions and during discussion the following points were noted:

- It was recognised that the intensity of budget would change frequently and officers endeavoured to capture this in reports as often as possible, however, changes occurred frequently.
- Clarification was provided regarding the capital budget and two changes were identified as follows:
 - Paragraph 3.1 Area management £60k will be £20k (£60k reflects the existing budget)
 - 21st Century Schools – revised prediction of spend, therefore pushed back as unlikely to spend £10 million.
 - More viable prospects as aligns with expenditure and should not need short term borrowing, however, mindful that changes could occur.
- A query was raised regarding 21st Century schools being developed with the Williams review. We were advised that the 21st Century Schools board had discussed the issue and information received from Welsh Government is that the current position would continue in relation to funding for 21st Century schools.
- A member suggested that the issue could be raised at full Council meeting. The Chairman would write to the leader for reassurance.

Members were content with mandates that had been presented and that continued progress has been considered. We recognised that some mandates would be received in the future.

The Chairman thanked officers for attending and for the level of detail provided during presentation of the reports.

SELECT COMMITTEE WORK PROGRAMME 2013-14

6. We received the Select Committee work programme.

It was noted that some items had been delayed, to accommodate budget proposals and Careline was to be included on a future agenda, along with the Supporting People Commissioning Strategy.

We agreed that a Special Meeting would be held on Monday 24th February at 10am, to consider Careline.

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We noted that at the request of members a special select of four committees had been arranged for 29th January 2014 at 2pm committee, to consider all budget proposals.

SUMMING UP AND DATE OF NEXT MEETING

7. We noted the date and time of the next meeting as follows:

- Special – Monday 24th February 2014 10am
- Tuesday 18th March 2014 at 10am

The Chairman thanked all for their attendance at the meeting.

The meeting ended at 11:30a.m.

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