

Appendix A

Adults Committee

Minutes - Action Log



Introduction:

This log captures the actions arising from the Adults Committee and will form an outstanding action update from meetings of the Committee to update Members on the progress on compliance in delivering the necessary actions.

This is the updated action log as at 26 October 2016

Minute No.	Report Title	Action to be taken by	Action	Comments	Completed
------------	--------------	-----------------------	--------	----------	-----------

Minutes of 1st September 2015

115.	FINANCE AND PERFORMANCE REPORT – JULY 2015	T Kelly	Members requested to hear about progress in making the arrangements for funding of Continuing Health Care cases more transparent in relation to paragraph 1.4 of the report	This relates to 104b. Officers have confirmed that this work is underway. A formal Review is taking place with the Clinical Commissioning Group. We key managers and Practitioners have also been trained, and a Continuing Healthcare (CHC) lead has been employed for the Council. UPDATE – A joint approach with Peterborough City Council was being adopted	Complete
------	---	---------	---	---	-----------------

				and Spokes would be kept informed of progress. Report to be presented to the November Committee.	
--	--	--	--	---	--

Minutes of 17th May 2016

168.	Disability Related Expenditure	C Bruin/A Leduc	Members noted that the implementation of the new standard rate would be from the date of the next financial assessment and requested that a letter be issued to service users affected		In progress
-------------	---------------------------------------	-----------------	--	--	--------------------

Minutes of 7 July 2016

176.	The Cambridgeshire and Peterborough NHS Foundation Trust 2014/15 Annual Report on the Delivery of the Council's Delegated Duties for People Over 18 Years With Mental Health Needs	D Cohen	Officers would need to investigate further as to whether there were specific policies in place within the Council that encouraged the employment of people with mental health needs and the role the Council could play in encouraging employers to recruit people with mental health needs	We have a range of employment policies and supportive measures to enable individuals to gain and maintain employment with the Council. We also have the disability confident scheme (formally known as the two tick award) which guarantees an interview to anyone with a disability who meets the essential criteria for the role. We also deliver training for staff on Mental Health First Aid to increase awareness of mental health issues within the workplace.	In progress
180.	Revised Adult Social Care Complaints Policy	C Bruin / J Collinson	Members suggested that it would be beneficial for M.P.s to be supplied information regarding information sharing and for them to be provided with a pro-forma that could be completed with a constituent in order to allow information to be shared.	In most cases the constituent is representing someone who uses our services, therefore the constituent would be unable to give this consent to share. In order to avoid any unnecessary delays the initial response to the MP includes as much information as possible and where there is a significant amount of information withheld then a consent form is sent with the response. This gives the opportunity for the MP to come back to us for a more detailed response if the constituent requires it.	Complete

180.	Revised Adult Social Care Complaints Policy	C Bruin / J Collinson	Members questioned why there was not an over-arching Cambridgeshire County Council Complaints Policy that contained sub-sections for each service. Officers explained that legislation regarding complaints policy varied across services but agreed to investigate further		In progress
Minutes of 15 September 2016					
188.	Finance & Performance Report – July 2016	C Black / C Malyon	Officers to discuss the possibility of developing land to provide accommodation for care workers with the Council's S151 officer for potential future presentation to the Assets and Investments Committee	Agenda item has been added to the November meeting of the Assets and Investments Committee.	Complete
190.	Progress Report on the Adult Autism Strategy	L McManus	Members requested an update regarding the Council's consideration of providing internships to young people on the autistic spectrum.	Email update issued to Members 21/10/16. Paper to Spokes requested by Members to be presented on 24 th November.	Complete

Minutes of 13 October 2016

197.	Minutes & Action Log	D Snowdon	Review of the action log requested to bring fully up to date with progress made included and that Member actions are recorded also	Due to the short turnaround between the October and November meeting of the Committee this has not been completed fully but is in progress.	In progress
199.	Service Committee Review of Draft Revenue Business Planning Proposals for 2017/18 to 2021/22	S Nix/ T Kelly	Requested further information regarding how savings derived from the rationalisation of voluntary sector contracts would affect individual organisations.		In progress
199.	Service Committee Review of Draft Revenue Business Planning Proposals for 2017/18 to 2021/22	S Nix/ T Kelly	Requested that paragraph 7.6 of the report included and emphasised the word local within the final sentence		In progress

199.	Service Committee Review of Draft Revenue Business Planning Proposals for 2017/18 to 2021/22	S Nix/ T Kelly	Requested that that welfare benefits advice was placed on the relevant Community Impact Assessment		In progress
200.	Finance & Performance Report – August 2016	T Kelly	Requested a report on DTOCs and how they were measured.	Currently identifying a suitable date in the forward plan.	In progress
201.	Older People's Accommodation Strategy	R O'Driscoll	Requested that District Councils were encouraged to include provision for key worker accommodation within their Local Plans.		In progress

201.	Older People's Accommodation Strategy Older People's Accommodation Strategy	R O'Driscoll	Requested that the graph on page 16 of the strategy have further comment added to it for clarity.		In progress
201.	Older People's Accommodation Strategy Older People's Accommodation Strategy	R O'Driscoll	The action plan required updating following changes to the Local Housing Allowance and requested an update on work-streams that had been completed.		In progress
201.	Older People's Accommodation Strategy Older People's Accommodation Strategy	R O'Driscoll	Members requested that they were kept updated with information and developments outside of the Committee.		In progress