

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 4 January 2016

Minutes of 6th January 2015

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Minute No.	Report Title	Action to be taken by	Action	Comments	Completed
93.	Cambridgeshire Care Card Scheme	C Bruin	Circulation of the final report was requested by Members following its approval by the Health Innovation and Education Cluster	Update: Report is now available from Claire Bruin for any Members that require it.	Completed

94.	Residential, Nursing, and Specialist Accommodation for Older People	R O'Driscoll	Members requested a copy of the project plan be circulated to provide an overview of progress so far and key milestones for the future.	Update: A draft strategy plan has been produced, which includes an outline programme plan. This is being taken to the Executive Partnership Board for discussion on 15 November 15 and will be subject to revision following that meeting. After this meeting, this will be circulated to Members.	To be presented at the Committee on 12 January 2016
95.	Transforming Lives – A New Strategic Approach To Social Work and Social Care for Adults In Cambridgeshire	M Hay / C Bruin	An analysis of a community to take place to look at the numbers receiving services and where they were receiving the care services from to identify where money could be saved from rationalising care rounds.	Ongoing	ongoing

Minutes of 7th July 2015

104.a	Finance and Performance Report May 2015	S Heywood	Members requested again further information regarding the figures in particular a break down by hospital as it would be more beneficial to Members and the public.	This had been discussed on the basis of issuing members with the latest version of the Delayed Transfers of Care (DTOC) dashboard which provides this breakdown. In fact as a clarification Members of the Adult Committee are reminded that they already receive this on a monthly basis. The information is being provided in the next report to Committee.	Completed
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104.b	Finance and Performance Report – Outturn 2014/15	S Heywood / C Black	Members questioned whether work had begun on the Continuing Healthcare Funding project. Officers advised that they would ask the Service Director for Older People's Services and Mental Health to confirm with the Committee.	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.	Completed
104.b	Finance and Performance Report – Outturn 2014/15	S Heywood	Officers agreed to check the figures on pages 1 and 27 for accuracy and provide Members with an explanation of how they were reached.	This was discussed at the Adults Committee in September. DSG financing is now also shown on page 1, so that it ties up.	Completed
104.b	Finance and Performance Report – Outturn 2014/15	S Heywood / C Black	Officers agreed to clarify what the additional money regarding falls prevention was for with the Service Director for Older People's Services and Mental Health.	Falls have been identified as one of the major causes of hospitalisation and long term care. This money is being targeted on a falls longer term activities that also will target falls prevention and be funded by Public Health- which were approved as part of a business case by the Health Committee.	Completed

Minutes of 1st September 2015

110.	CONTRACT EXEMPTION REPORT FOR THE PROVISION OF ADVOCACY SERVICES AND SERVICES THAT PROMOTE INDEPENDENCE AND WELLBEING FOR OLDER PEOPLE.	K Dodd	Members requested a briefing note be issued to Members regarding the performance data of the Age UK contract.	Briefing note circulated to Members 03.11.2015	Completed
111.	THE CAMBRIDGESHIRE AND PETERBOROUGH NHS FOUNDATION TRUST 2014/15 ANNUAL REPORT ON THE DELIVERY OF THE COUNCIL'S DELEGATED DUTIES FOR OLDER PEOPLE OVER 18 YEARS WITH MENTAL HEALTH NEEDS	K Dodd	Raised an issue that constituents with mental health issues contacted Councillors and it was not always clear how to respond in those circumstances. Officers confirmed that they would be able to provide a briefing on how to manage such situations	Briefing note circulated to Members on 18 December 2016	Completed

111.	THE CAMBRIDGESHIRE AND PETERBOROUGH NHS FOUNDATION TRUST 2014/15 ANNUAL REPORT ON THE DELIVERY OF THE COUNCIL'S DELEGATED DUTIES FOR OLDER PEOPLE OVER 18 YEARS WITH MENTAL HEALTH NEEDS	K Dodd	Members were interested to see what had been implemented to control care costs when care packages were reviewed and expressed concern over the low numbers of reviews that had been carried out. It was agreed with officers that there needed to be a focus on reviews and the area would be addressed in more detail in the next report. ACTION	Ongoing	Ongoing
112.	SOCIAL CARE STRATEGY FOR ADULTS WITH MENTAL HEALTH NEEDS	K Dodd	Members questioned when the Committee would receive a monitoring report on the progress of the strategy. Officers advised that a report would be produced for 6 months' time	Monitoring report to be received March 2016, added to the forward agenda plan.	Ongoing

112.	SOCIAL CARE STRATEGY FOR ADULTS WITH MENTAL HEALTH NEEDS	K Dodd	Members agreed they would be interested in hearing the views of social workers in the progress report. Members were informed that the feedback received from Social Workers regarding the strategy had been positive and any further feedback would be included in the monitoring report	Feedback will be included in the monitoring report being presented in March 2016.	Ongoing
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.	Ongoing
115.	FINANCE AND PERFORMANCE REPORT – JULY 2015	T Kelly	Members sought clarification regarding table 1.2 of the report. Officers agreed to clarify this	This table has been re-labelled and further explained for the November committee.	Completed

115.	FINANCE AND PERFORMANCE REPORT – JULY 2015	T Kelly	Members expressed a lack of confidence in the data for Cambridgeshire and Peterborough Foundation Trust (CPFT) and asked for the figures to be included in future reports.	The latest updated figures have been included in the report for the November Committee.	Completed
115.	FINANCE AND PERFORMANCE REPORT – JULY 2015	T Kelly	Officers agreed to provide the delayed transfers of care dashboard.	<p>This relates to 104b.</p> <p>This had been discussed on the basis of issuing members with the latest version of the Delayed Transfers of Care (DTOC) dashboard which provides this breakdown. A breakdown was circulated to Members last month.</p> <p>In fact as a clarification Members of the Adult Committee are reminded that they already receive this on a monthly basis.</p>	Completed

Minutes of 3rd November 2015

120.	Minutes and Actions Log	C Black	In considering the Minutes, officers were asked to ensure that the delayed transfers of care (DTOC) dashboard was made available to Members.	The DTOC dashboard is routinely sent to Members of the adult Committee. Following discussion at the last Committee, the distribution list has been updated	Completed
122.	Homelessness Service Contract Award: Exemption Request as Less Than Three Bidders.	D Frampton	Members questioned whether the tendering of the contract was exempt from European Union (EU) procurement requirements. It was agreed to provide a briefing as to the reasons why following the meeting.	<p>The tendering of the contract is not exempt from EU regulations. The Public Contract Regulations 2015 apply to all public contracts over the relevant threshold. The threshold for social services is £589,148 (total value including any optional extensions and this contract exceeded that). This is the reason why the service was tendered.</p> <p>Cambridge County Council's Contract Procedure Rules state that the County Council (via Committee) must approve the award of a contract over the Council's key decision threshold where fewer than three bids have been received. This was the case with this contract. This is to provide assurance that the winning bid provides value for money considering the lack of competition.</p>	Completed

121.	Progress Report on The Prospective Purchase of Southwell Court Residential Care Home.	A Loades	Officers confirmed that a progress report on the Council providing a care facility would be brought to Committee at the earliest opportunity.	Update: At this stage, no further progress since the matter came to Committee. South Cambridgeshire District Council are interested in the purchase, and are negotiating with Metropolitan.	Ongoing
123.	Adults Autism Strategy.	L McMannus	Officers agreed to provide information on how long it took from the point of referral to diagnosis of Autism.	CPFT who operate the clinic confirmed that the average waiting time was 12 weeks.	Completed
123.	Adults Autism Strategy.	L McMannus	Officers agreed to provide a progress report on the strategy to a future Committee.	This item has been added onto the September Committee agenda	Completed

125.	Adults Committee Review of Draft Revenue Business Planning Proposals for Older People, Mental Health and Adult Social Care 2016/17 to 2020/21	T Kelly	Members questioned why pension contributions were forecast to increase by 5.5% in 2016-17 and then decrease by 0.5% in 2017-18. Officers advised that there was an ongoing review of pension contributions and officers would provide a briefing as to the reasons why the figure fluctuated.	A briefing note was circulated to Members on 1 December 2015.	Completed
125.	Adults Committee Review of Draft Revenue Business Planning Proposals for Older People, Mental Health and Adult Social Care 2016/17 to 2020/21	C Black	Members highlighted the fact that the rural isolation box within the Community Impact Assessment for older people had not been ticked. Officers agreed to correct the assessment.	Corrected	Completed
125.	Adults Committee Review of Draft Revenue Business Planning Proposals for Older People, Mental Health and Adult Social Care 2016/17 to 2020/21	A Loades	Officers suggested that Councillor Hoy contact the Executive Director for the Ferry Project building arrangements to be investigated further.		Ongoing

126.	Adults Committee Agenda Plan, Appointments to Outside Bodies and Committee Training Plan	D Snowdon	Democratic Services to circulate dates of training to Members as and when they became known.	To be circulated as training dates become available	ongoing
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Minutes of 1st December 2015

131.	Ditchburn Place – Extension of Six Month Contract	R O'Driscoll/ T Kelly	Members requested that the unit cost of the provision be included in the Finance & Performance Report.	This information is being currently being collected as part of wider commissioning analysis of extra-care and will be included in a later report	Ongoing
133.	Draft Service Specification for the Single Integrated Advocacy Contract.	C Bruin	Officers agreed to provide Members with the activity levels of the current advocacy service to better understand the volume involved.	Work is progressing	Ongoing

133.	Draft Service Specification for the Single Integrated Advocacy Contract.	C Bruin	Officers to complete modelling work on the projected savings to me made from the contract.	Ongoing work within the project Board	Completed
134.	Transforming Lives: A New Strategic Approach to Social Work and Social Care for Adults in Cambridgeshire.	M Hay	To share the revised Operating Instructions with Councillor Sales when completed.	Work is progressing	Ongoing
135.	Recruitment and Retention Strategy: Social Care Services.	C Black	Include 7 day working in the strategy.	It will be included in the final strategy for specific teams where 7-day working has been agreed.	Completed

136.	Finance and Performance Report: October 2015.	T Kelly	Members requested information to be provided within the finance tables to demonstrate how figures had been arrived at as it was difficult to follow why it was expected to see an increase in the number of people using Physical Disability Services and the overall unit cost of care.	Activity data remains in development and it is not proposed to make further changes to the format this financial year. Further responses to these points are provided in section 3.0 of the Finance and Performance report presented to the January committee.	Ongoing
136.	Finance and Performance Report: October 2015.	T Kelly	It was agreed to add a column to the finance tables to show the original budget figure in the finance tables.	Activity data remains in development and it is not proposed to make further changes to the format this financial year. Further responses to these points are provided in section 3.0 of the Finance and Performance report presented to the January committee.	Ongoing
137.	Adults Committee Review of Draft Revenue Business Planning Proposals for Older People, Mental Health and Adult Care Services 2016/17 to 2020/21	C Bruin	A Member highlighted that at a recent meeting of the Physical Disability and Sensory Impairment Partnership Board it was mentioned that there were a number of occasions where care providers were being paid by the Council but cancelling care calls at short notice. Officers agreed to investigate this further with Members of the Board.	Work is progressing	Ongoing