

Appendix A



Cambridgeshire
County Council

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 **6 September 2016**

Minute No.	Report Title	Action to be taken by	Action	Comments	Completed
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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.	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.		In Progress
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.	Completed	Completed
137.	Adults Committee Review of Draft Revenue Business Planning Proposals for Older People, Mental Health and Adult Care Services 2016/17	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		Completed

	to 2020/21		investigate this further with Members of the Board.		
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Minutes of 12th January 2016

143.	Drug and Alcohol Inpatient Detox Beds Contract Exemption.	S Talbot	Members requested information regarding the outcomes of patients.	We are currently undertaking a review in the next couple of months to track patients through the system who have accessed the detox beds. We should have this information available by June 2016.	In progress
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Minutes of 1st March 2016

155.	Proposed Changes to the Support Planning Section of the Policy Framework.	C Bruin	Members requested that the differences between the Support Plan and Personal Budget were made more explicit and suggested that the Council presented itself as too paternalistic in section 1.5 of appendix C.	In progress	Completed
155.	Proposed Changes to the Support Planning Section of the Policy Framework.	C Bruin	Members requested that the explanation of “top-up fees” in section 1.7 of appendix C be made clearer.	In progress	Completed
155.	Proposed Changes to the Support Planning Section of the Policy Framework.	C Bruin	Requested that the methods of monitoring the impact would be added to the Spokes agenda for discussion.	Scheduled for Spokes in November	Completed

Minutes of 17th May 2016

164.	Cambridgeshire Local Assistance Scheme (CLAS) 2016/17	M Teasdale/M embers	Officers requested Members inform them of any Food Banks in their area to ensure that all had been contacted		Completed
164.	Cambridgeshire Local Assistance Scheme (CLAS) 2016/17	M Teasdale	Members requested that the report regarding research into furnished lettings for vulnerable people be circulated to them when received	Completed – email sent on 29 June 2016	Completed
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

168.	Disability Related Expenditure	C Bruin/A Leduc	Officers to investigate whether a standard rate of DRE was required.		Completed
170.	Appointments to Outside Bodies.	D Snowdon/D Revens.	Officers to review the Outside Bodies and their memberships.		Ongoing.

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	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		In progress
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	for People Over 18 Years With Mental Health Needs				
180.	Revised Adult Social Care Complaints Policy	C Bruin / J Collinson	Officers agreed that it would be made more explicit within the policy document regarding who could attend meetings between complainants and officers.		Completed
180.	Revised Adult Social Care Complaints Policy	C Bruin / J Collinson	Members requested that future information regarding the number of complaints upheld was presented in percentage terms and included information on the type of complaint		Completed

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 progress
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
181.	Finance and Performance Report – Outturn 2015-16 and Finance and Performance Report May 2016	T Kelly	Members requested that that the “direction of travel” arrows were improved to show what was desirable and what the actual position was.		In Progress