

# ADULTS POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 3rd July 2017



Cambridgeshire  
County Council

## Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

\* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public. Additional information about confidential items is given at the foot of this document.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is five clear working days before the meeting.

| Committee date  | Agenda item   | Lead officer                   | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|-----------------|---|--------------------------------|---------------------------|----------------------------|----------------------|
| <b>13/07/17</b> | Finance & Performance Report                                    | M Wade                         | Not applicable            |                            | 05/07/17             |
|                 | Employment Strategy   | C Bruin / L McManus            | Not applicable            |                            |                      |
|                 | Complaints Annual Report  | C Bruin                        | Not applicable            |                            |                      |
|                 | Home Care Contract  | M Teasdale/Richard O'Driscoll  | Not applicable            |                            |                      |
|                 | Transformation Programme/ Deep dive to be agreed with Committee | W Ogle<br>Welbourn/Will Patten | Not applicable            |                            |                      |
|                 | Adults Committee Training Plan                                  | D Snowdon                      | Not applicable            |                            |                      |

|   | Appointments to Outside Bodies, Partnership Liaison and Advisory groups, and Internal Advisory Groups and Panels | D Snowdon                   | Not applicable                   |                                   |                             |
|---|--|-----------------------------|----------------------------------|-----------------------------------|-----------------------------|
| <b>Committee date</b>                     | <b>Agenda item</b>   | <b>Lead officer</b>         | <b>Reference if key decision</b> | <b>Deadline for draft reports</b> | <b>Agenda despatch date</b> |
|   | Adults Committee Agenda Plan   | D Snowdon                   | Not applicable                   |                                   |                             |
| <i>[10/08/17]<br/>Provisional Meeting</i> |  |                             |                                  |                                   | 02/08/17                    |
| <b>14/09/17</b>                           | Finance & Performance Report   | M Wade                      | Not applicable                   |                                   | 06/09/17                    |
|   | Risk Register  | W Ogle-Welbourn             | Not applicable                   |                                   |                             |
|   | Transformation Programme/Deep dive to be agreed with Committee   | W Ogle Welbourn/Will Patten | Not applicable                   |                                   |                             |
|   | CFA Vision for Adult Services  | W Ogle Welbourn             | Not applicable                   |                                   |                             |
|   | Better Care Fund   | G Hinkins                   | Not applicable                   |                                   |                             |
|   | CPFT Annual Report   | D Cohen                     | Not applicable                   |                                   |                             |
|   | Adult Self-Assessment  | C Black                     | Not applicable                   |                                   |                             |
|   | Staffing Structures – Benchmarking using CFO insights  | W Ogle Welbourn             | Not applicable                   |                                   |                             |
|   | Business Planning  | W Ogle Welbourn             | Not applicable                   |                                   |                             |
|   | Adults Committee Agenda Plan   | D Snowdon                   | Not applicable                   |                                   |                             |
| <b>12/10/17</b>                           | Finance & Performance Report   | M Wade                      | Not applicable                   |                                   | 04/10/17                    |
|   | Transformation Programme/Deep dive to be agreed with Committee   | W Ogle Welbourn/Will Patten | Not applicable                   |                                   |                             |

|                       | Accommodation Strategy and Action Plan                         | R O'Driscoll                | Not applicable                   |                                   |                             |
|-----------------------|--|-----------------------------|----------------------------------|-----------------------------------|-----------------------------|
|                       | Winter Planning & DTOCs  | Charlotte Black             | Not applicable                   |                                   |                             |
|                       | Adult Early Help (at scale inc. Reablement at scale plan)      | Charlotte Black             | Not applicable                   |                                   |                             |
| <b>Committee date</b> | <b>Agenda item</b>   | <b>Lead officer</b>         | <b>Reference if key decision</b> | <b>Deadline for draft reports</b> | <b>Agenda despatch date</b> |
|                       | Business Planning  | W Ogle-Welbourn             | Not applicable                   |                                   |                             |
|                       | Adults Committee Agenda Plan                                   | D Snowdon                   | Not applicable                   |                                   |                             |
| <b>9/11/17</b>        | Finance & Performance Report                                   | M Wade                      | Not applicable                   |                                   | 01/11/17                    |
|                       | Transformation Programme/Deep dive to be agreed with Committee | W Ogle Welbourn/Will Patten | Not applicable                   |                                   |                             |
|                       | Mental Health Strategy and Implementation Plan                 | D Cohen                     | Not applicable                   |                                   |                             |
|                       | Adult Learning Strategy and Plan for Vulnerable Adults         | C Bruin                     | Not applicable                   |                                   |                             |
|                       | Business Planning  | W Ogle-Welbourn             | Not applicable                   |                                   |                             |
|                       | Adults Committee Agenda Plan                                   | D Snowdon                   | Not applicable                   |                                   |                             |
| <b>7/12/17</b>        | Finance & Performance Report                                   | M Wade                      | Not applicable                   |                                   | 29/11/17                    |
|                       | Transformation Programme/Deep dive to be agreed with Committee | W Ogle Welbourn/Will Patten | Not applicable                   |                                   |                             |
|                       | Transforming Lives   | C Bruin                     | Not applicable                   |                                   |                             |
|                       | CPFT Annual Report   | D Cohen                     | Not applicable                   |                                   |                             |
|                       | Business Planning  | W Ogle-Welbourn             | Not applicable                   |                                   |                             |

|   | Adults Committee Agenda Plan                                   | D Snowdon                      | Not applicable                   |                                   |                             |
|---|--|--------------------------------|----------------------------------|-----------------------------------|-----------------------------|
| <b>11/01/18</b>                           | Finance & Performance Report                                   | M Wade                         | Not applicable                   |                                   | 03/01/18                    |
|   | Transformation Programme/Deep dive to be agreed with Committee | W Ogle<br>Welbourn/Will Patten | Not applicable                   |                                   |                             |
|   | Housing Allowance – Update on national policy                  | W Ogle Welbourn                | Not applicable                   |                                   |                             |
| <b>Committee date</b>                     | <b>Agenda item</b>   | <b>Lead officer</b>            | <b>Reference if key decision</b> | <b>Deadline for draft reports</b> | <b>Agenda despatch date</b> |
|   | Adults Committee Agenda Plan                                   | D Snowdon                      | Not applicable                   |                                   |                             |
| <i>[1/02/18]<br/>Provisional Meeting.</i> |  |                                |                                  |                                   | 24/1/18                     |
| <b>8/03/18</b>                            | Finance & Performance Report                                   | M Wade                         | Not applicable                   |                                   | 28/02/18                    |
|   | Transformation Programme/Deep dive to be agreed with Committee | W Ogle<br>Welbourn/Will Patten | Not applicable                   |                                   |                             |
|   | Adults Committee Agenda Plan                                   | D Snowdon                      | Not applicable                   |                                   |                             |
| <i>[12/04/18]<br/>Provisional Meeting</i> |  |                                |                                  |                                   | 04/04/18                    |
| <b>24/05/18</b>                           | Finance & Performance Report                                   | M Wade                         | Not applicable                   |                                   | 16/15/18                    |
|   | Transformation Programme/Deep dive to be agreed with Committee | W Ogle<br>Welbourn/Will Patten | Not applicable                   |                                   |                             |
|   | Adults Committee Agenda Plan                                   | D Snowdon                      | Not applicable                   |                                   |                             |

**Notice made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in compliance with Regulation 5(7)**

1. At least 28 clear days before a private meeting of a decision-making body, public notice must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.

| <b>Forward plan reference</b> | <b>Intended date of decision</b> | <b>Matter in respect of which the decision is to be made</b> | <b>Decision maker</b> | <b>List of documents to be submitted to the decision maker</b> | <b>Reason for the meeting to be held in private</b> |
|-------------------------------|----------------------------------|--|-----------------------|--|---|
|                               |                                  |  |                       |  |   |

**Decisions to be made in private as a matter of urgency in compliance with Regulation 5(6)**

3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chairman of the Council.
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.
5. The Chairman of the Council has agreed that the Committee may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

| <b>Date of Chairman's agreement</b> | <b>Matter in respect of which the decision is to be made</b> | <b>Reasons why meeting urgent and cannot reasonably be deferred</b> |
|-------------------------------------|--|---|
|                                     |  |   |

For further information, please contact Quentin Baker on 01223 727961 or [Quentin.Baker@cambridgeshire.gov.uk](mailto:Quentin.Baker@cambridgeshire.gov.uk)