

Adults and Health Committee – Minutes Action Log

Purpose:

To capture the actions recorded in the minutes of Adults and Health Committee meetings and report responses.

Minutes - 9th March 2023

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
169.	Major Trauma in the East of England and the Potential Establishment of a Second Major Trauma Centre in Norwich	Ian Walker, CUHFT Val Thomas	Requested forecast data on the number of patients which would be seen by the proposed NNUH (North Norwich University Hospital) development, rather than Addenbrookes, that had an injury severity score rating above 15 (indicating the injury was life threatening or life changing).	20.04.23 request sent to NHS E for update awaiting response. 09.05.23 Reminder sent. 07.06.23 We have had confirmation that NHSE colleagues have left and are now chasing directly with Addenbrookes. 25.09.23: A response will be requested at the next Cambridge University Hospitals Quarterly liaison meeting. 15.01.24: Reminder sent. 26.01.24: Update requested at the CUHFT Liaison Group meeting.	On-going

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				07.02.24: Reminder sent. 23.04.24: Reminder sent. 04.07.24: Val Thomas to liaise with NNUH.	In progress

Minutes – 14th December 2023

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
222.	Health Scrutiny Work Plan	Val Thomas	The Vice Chair suggested discussing the timing of the scrutiny of dental services at the next Integrated Care Board/ Healthwatch Liaison Group.	15.01.24: The liaison meeting scheduled for 19 th January 2024 is being re-arranged to a conflict in diaries. 07.08.24: The Provision of NHS Dental Services in Cambridgeshire was scrutinised on 7 th March 2024.	Complete

Minutes – 7th March 2024

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
238.	Occupational Therapy Section 75 Agreement	Diana Mackay	the Chair requested that officers informed the chair and vice chair when the agreement had been signed.	Email sent by Shauna Torrance to the Chair and Vice Chair to confirm the agreement had been signed on 3 July 2024.	Complete

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240.a	Finance Monitoring Report – January 2024	Patrick Warren Higgs	The Committee requested a specific session for the committee on workforce.	To propose this as a topic as part of Members' development sessions.	In Progress
240.b	Finance Monitoring Report – January 2024	Patrick Warren Higgs	A future discussion at committee was requested on debt management to cover the responsibilities of the committee in this area and to review the adult social care debt management improvement plan.	Debt Improvement Plan actions to be circulated to committee members for information following latest updated position at the end of Q4 2023/4. Updates on the latest position of debt management will be provided as part of the quarterly finance report to Committee Debt Update Report at Committee on 27 June 2024.	Complete

Minutes – 27th June 2024

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
262	Public Health Performance Report Quarter 4 2023-24	Val Thomas	Cambridgeshire's performance for the Drug and Alcohol Services – review data and comparators - add this to the spokes agenda for further discussion.	On the agenda for October committee meeting and went to September Spokes to highlight to members.	Complete

263.a	Adult and Health Committee agenda plan, training plan and committee appointments	Tamar Oviatt-Ham	In discussing the agenda plan, the Executive Director: Adults, Health and Commissioning commented that the charging review would be added to the agenda plan for October.	Added to the agenda for the October meeting	Complete
263.b	Adult and Health Committee agenda plan, training plan and committee appointments	Patrick Warren - Higgs	The Executive Director: Adults, Health and Commissioning acknowledged that there would be further discussions on commissioning and timings at Spokes.	PWH to pick up with the Chair and Vice Chair prior to the committee meeting and to update at October committee from the Chair and Vice Chair meeting.	In progress
263.c	Adult and Health Committee agenda plan, training plan and committee appointments	Patrick Warren-Higgs	Officers stated that there was ongoing work on a revising the training plan. A member queried when the care together training would take place and whether this would be authority wide. They also requested some training ahead of the charges review report.	PWH to pick up with the Chair and Vice Chair prior to the committee meeting and to update at October committee from the CVC meeting.	In progress
263.d	Adult and Health Committee agenda plan, training plan and committee appointments	Richenda Greenhill	A member asked if the Queen Elizabeth Hospital Liaison Group, organised by Fenland District Council could be included in the list of liaison groups as both Councillors Boden and van de Ven sat on this group.	The Committee can nominate a representative to Fenland District Council's Queen Elizabeth Hospital Liaison Group, but it would be for FDC to decide whether it wants to appoint a county councillor to the group. Members may wish to consider the precedent this would set in relation to other hospitals which are located outside of the county's borders but are attended by Cambridgeshire residents.	Complete

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263.e	Adult and Health Committee agenda plan, training plan and committee appointments	Richenda Greenhill	Members queried whether subs could be identified for the liaison groups and if there was a limit on the numbers for these groups.	<p>It was agreed by the Committee on 29th June 2023 that any member of the A&H Committee should be able to substitute for a Quarterly Liaison Group member, rather than naming specific substitutes for each group. This recognised the importance of continuity at meetings, but offered a pragmatic solution if occasions arose when Liaison Group members were unable to attend.</p> <p>There is no formal limit on the number of members appointed to Liaison Groups, but in practical terms between 3-5 members works best.</p>	Complete