

Adults and Health Committee – Minutes Action Log

Updated 21.01.25. Updates shown in **bold text**

Purpose:

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

Minutes – 7th March 2024

Minute No.	Report Title	Lead officer/s	Action	Comments	Status
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

Minutes – 27th June 2024

Minute No.	Report Title	Lead officer/s	Action	Comments	Status
263.b	Adult and Health Committee agenda plan, training plan and committee appointments	Patrick Warren - Higgs	A member requested that officers reviewed the timings of commissioning reports so that they came to committee in good time. The Executive Director: Adults, Health and Commissioning	PWH to pick up with the Chair and Vice Chair prior to the committee meeting to update from the Chair and Vice Chair meeting.	In progress

			acknowledged that there would be further discussions on commissioning and timings at Spokes.		
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263.c	Adult and Health Committee agenda plan, training plan and committee appointments	Patrick Warren-Higgs	Officers stated that there was ongoing work on 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.	In progress

Minutes – 10th October 2024

Minute No.	Report Title	Lead officer/s	Action	Comments	Status
265.	Minutes – 27 June 2024 and Minutes Action Log	CPFT	To circulate details of Phases 2 and 3 of the Right Care, Right Person (RCRP) to committee members.	Briefing note circulated electronically to committee members.	Completed

Minute No.	Report Title	Lead officer/s	Action	Comments	Status
267.	Mental Health S75 Agreement Extension	Shauna Torrance/ Rachel Hickmott	An overview of the audit deep dive should be provided to Spokes. 12.12.24: The Executive Director for Adults, Health and Commissioning stated that an update would be taken to a future Spokes meeting.		
269.	Finance Monitoring Report	Justine Hartley	The Committee questioned if there was a demographic issue with older people who previously had an asset in the form of a house which had helped them independently pay for their care, but who might need access to council social care in upcoming years. Officers were asked to look into the national data.	The Finance and Business Intelligence teams are continuing to investigate data sources that might help the Council to track older people in care services who are crossing the threshold into Council funded care into the future. This is a difficult area as whilst there are national estimates of people who pay for their own care, estimating what assets those individuals have to predict when they might cross the threshold into Council funded care is more problematic.	On-going
272.	Adults, Health and Commissioning Risk Register Update	Richard Hils	To clarify how the Council was indemnified in relation to the provision of social care services. 12.12.24: The Member clarified that this was referring to indemnity	All contracts for adult social care support contain the requirement for the provider to have appropriate indemnity insurance. Where there is an agency or subcontracting arrangement to	Completed

Minute No.	Report Title	Lead officer/s	Action	Comments	Status
			insurance for self-employed individuals, whether acting for an agency or independently.	someone who is self-employed, providers are expected to mirror these arrangements.	

Minutes – 12th December 2024

Minute No.	Report Title	Lead officer/s	Action	Comments	Status
282.	Adult Social Care Accommodation for Working Age Adults – Strategic Thinking	Richard Hills/ Shauna Torrance	Queried if Fawcett House could be considered for accommodation. Officers undertook to raise this question with the Strategic Assets Team.	Awaiting feedback from the Strategic Assets Team	On-going
282.	Adult Social Care Accommodation for Working Age Adults – Strategic Thinking	Richard Hills/ Shauna Torrance	Queried the comment at section 3.1.6 that ‘over half of all placements made out of county are at the request of the service user or their family’, as the Member recalled a previous decision to end this practice except where needs could not be met in-county. They further asked who covered the cost difference if an individual or family requested out-of-county placements when a need could be met in-county and the criteria for agreeing out-of-		

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			county placements requested by an individual or their family. The Executive Director for Adults, Health and Commissioning offered a written response.		
282.	Adult Social Care Accommodation for Working Age Adults – Strategic Thinking	Richard Hills/ Shauna Torrance	Questioned how the average waiting time for accommodation compared to other counties. Officers offered this information outside of the meeting.	This information is not reported in standardised format across Councils. Contact is being made with regional peers to establish if we can benchmark accurately.	On-going
282.	Adult Social Care Accommodation for Working Age Adults – Strategic Thinking	Richard Hills/ Shauna Torrance	The Chair asked that the June 2025 report should include an analysis of how market shaping goals could realistically be achieved. It should also confirm if the required capital was available. He further highlighted the need to review the policy on Independent Living Schemes as current arrangements were not working.	Content will be included in the Committee report in June.	On-going
286.	Finance Monitoring Report December 2024	Patrick Warren-Higgs/ Rachel Hickmott	The Chair stated that discussions were underway to allow a public statement to be made about the Learning Disability Partnership (LDP). A full update would be taken to the next Spokes meeting.		

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286.	Finance Monitoring Report December 2024	Justine Hartley	Suggested that future reports should make clear the savings targets being achieved by RAG rating	A similar table is included in the Integrated Finance Monitoring Report provided to the Strategy, Resources and Performance Committee.	On-going
291.	Agenda Plan, Training Plan and Appointments	Patrick Warren Higgs/ Richenda Greenhill	The Chair asked for a report on Accountability and Apologies to be added to the March agenda plan.	Added to the agenda plan for March.	On-going
291.	Agenda Plan, Training Plan and Appointments	Patrick Warren Higgs/ Richard Hills	A Member asked for an update report on the Care Academy.		
291.	Agenda Plan, Training Plan and Appointments	Patrick Warren Higgs	A Member asked for a report to be added to the agenda plan to update the Committee on Right Care, Right Person.		