



## ADULTS COMMITTEE

## Minutes Action Log

Introduction:

This log captures the actions arising from the Adults Committee up to the meeting on **7 November 2019** and updates Members on progress in delivering the necessary actions.

This is the updated action log as at 18 November 2019

**Meeting 12 September 2019**

Minute No.	Report Title	Action to be taken by	Action	Comments	Status	Review Date
203.	<b>ADULT SOCIAL CARE CHARGING POLICY REVIEW</b>	Charlotte Black	Officers to include a proposed implementation process for the charges and the associated costs when the report comes back to committee in January with the results of the consultation	This will be completed in January 2020.	<b>Will be completed in January</b>	

**Meeting 7 November 2019**

Minute No.	Report Title	Action to be taken by	Action	Comments	Status	Review Date
226.	<b>CAMBRIDGESHIRE &amp; PETERBOROUGH ADULTS SAFEGUARDING PARTNERSHIP BOARDS ANNUAL REPORT 2018-19</b>	Jo Procter	Members requested that the key performance indicators be included at the front of the report next year in order that the Committee could then clearly review progress against the targets set.	Performance data will be included in the 2019/20 annual report.	<b>Will be completed in next annual report</b>	
		Jo Procter	Members requested information in the next annual report covering roles and responsibilities of all of the different safeguarding partners.	Information will be included in the 2019/20 annual report.	<b>Will be completed in next annual report</b>	

Minute No.	Report Title	Action to be taken by	Action	Comments	Status	Review Date
228.	<b>DEEP DIVE - QUALITY OF CARE PROVISION (CARE PROVIDERS)</b>	Caroline Townsend	Members requested a further update report to Committee in the next year to include mechanisms for Service User feedback.	This has been added to the forward plan.	<b>Closed</b>	
		Caroline Townsend	Members queried the number of 919 Care Workers per 10,000 population and requested further information from officers in relation to what roles this covered in relation to the whole workforce.	Information was provided on 8 November 2019.	<b>Closed</b>	
229.	<b>ADULTS POSITIVE CHALLENGE PROGRESS REPORT</b>	Tina Hornsby	Members discussed the financial trajectory in detail with officers and requested an additional line be added to the trajectory to show how far the programme had got in relation to savings made.	This is being progressed with finance colleagues, in preparation for future updates.	<b>Closed</b>	
230.	<b>PEOPLE &amp; COMMUNITIES RISK REGISTER</b>	Dee Revens	Members discussed the Brexit Impact Assessment briefly but noted that they were unable to have a full discussion on the assessment due to being in purdah for the General Election. Members requested that the naming of the first Brexit risk should be renamed to 'Community Relations'.	At the taskforce meeting held on 12.11.2019, it was agreed to change the name of this category to – "Citizen's Rights / Migration- Community relations".	<b>Closed</b>	

Minute No.	Report Title	Action to be taken by	Action	Comments	Status	Review Date
		Dee Revens	Members concluded that the Brexit Impact Assessment should come back to Committee in December so that it could be discussed further.	Will come back to Committee in January 2020.	<b>Closed</b>	
231.	<b>AGENDA PLAN, APPOINTMENTS AND TRAINING PLAN</b>	Charlotte Black/Will Patten	Members queried when they would receive an update on Winter Pressures. Officers clarified that they would circulate an update to the Committee.	Winter pressures plan and escalation process has been sent to the Committee. This will also be covered in the DTOC update to the Committee at the January Committee.	<b>Closed</b>	
		Charlotte Black	Members queried why they had not been receiving the regular dashboard updates on Delayed Transfers of Care. Officers explained that they would look into this and ensure updates were circulated.	The circulation list has been amended and members should now to receiving this information on a monthly basis.	<b>Closed</b>	
233.	<b>LEARNING DISABILITY PARTNERSHIP - BASELINE 2020/21 (POOLED BUDGET REVIEW)</b>	Mubarak Darbar	Members discussed the report and requested updates on progress.	<p><b>LDP Baseline 2020/21.</b> Discussions with the CCG on the baseline for 2020/21 is ongoing with preparations are underway to mobilise the CHC review work. We are working with the CCG where possible.</p> <p>We expect the project to be fully mobilised in Jan 2020 once the personnel are appointed.</p> <p>The Adults Committee will be provided a report on the progress of the work early Feb 2020.</p>	<b>Will be completed in February 2020</b>	<b>Feb 2020</b>