

ADULTS COMMITTEE

Minutes Action Log



Agenda Item No: 2a
Cambridgeshire
County Council

Introduction:

This log captures the actions arising from the Adults Committee up to the meeting on **15 November 2018** and updates Members on progress in delivering the necessary actions.

This is the updated action log as at 3 December 2018

Meeting of 6 September 2018

Minute No.	Report Title	Action to be taken by	Action	Comments	Status	Review Date
108.	Willow Court Bassenhally, Whittlesey - Tender for Contract	Lynne O'Brien	Brief Committee on the outcome of the tender process once completed via email.	Tender documentation being finalised.	Ongoing	By March 2019
110.	Cambridgeshire and Peterborough Foundation Trust Mid-Year Report 2017/18	Julie Frake-Harris	Give feedback to Committee on the remaining number of mental health cases still in the backlog being worked through, as detailed in page 75 of the report.	We are now aware of problems regarding the flow and accuracy of some of the information between CCC and CCG To address this a generic email has been created between CCG and CCC. The spreadsheet held by CCC which contains these 46 identified cases is being reviewed for accuracy. Moving forward extra admin capacity has been identify to aid the management of this process.	Complete	

Meeting of 18 October 2018

Minute No.	Report Title	Action to be taken by	Action	Comments	Status	Review Date
117.	Alignment of Extra Care Contract	Lynne O'Brien	The Committee requested that an update on the timings for the visioning strategy should come back to Committee, along with the project plan.	Further work required before project plan can be finalised.	Ongoing	By January 2019
118.	Mental Health Recovery and Inclusion Service	Sarah Bye	Members sought further information regarding the successful challenge to the procurement process in order that they could be satisfied with the process. Assurance was sought by Members regarding how the Council could ensure it did not happen again. Officers undertook to provide a confidential briefing note regarding the process and the challenge received.	Confidential briefing circulated 23 rd November 2018.	Complete	
123.	Learning Disability Employment Strategy Update	Amanda Roach	Requested that the action plan be updated as many of the actions had been completed.	Action plan updated and will be circulated to Committee	Complete	
		Amanda Roach	Highlighted the need to do further work with FE Colleges and strengthen relationships further.	Included as an action on the updated action plan	Complete	
		Amanda Roach	Requested more case studies with a particular focus on smaller communities be included within future reports. It was noted that case studies were provided frequently in a monthly update on progress. Members requested to be included in the updates.	Case studies will be collated and shared with future reports and on request. Added to the action plan.	Complete	

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		Amanda Roach	Requested for information to be added to the Finance and Performance report in relation to progress in this area.	Included in the updated action plan, BI are cited and will ensure figures are accurate. LDP Lead Service Manager is going to ensure reviews are completed and recorded.	Complete	
		Amanda Roach	Requested more information on how this would affect peoples' care package costs.	Figures are being worked up with Finance colleagues	Ongoing	1.02.2019
		Amanda Roach	Highlighted the need to do more work on transitioning from voluntary to paid employment. It was noted that the authority were keen to work with the Department of Work and Pensions on this and were looking to hold workshops to explain what could happen in terms of benefits. It was noted that this would be included in the action plan.	Information to be collated with the Council's benefit team and from the DWP. Fact sheets to be available for service users, social workers and families/carers. Information to be incorporated into relevant web pages for easy access.	Ongoing	31.05.2019
		Amanda Roach	Requested that discussions took place across People and Communities and with Communities and Partnerships Committee and Children and Young People's Committee regarding how barriers to employment be addressed and include the outcomes of the discussions in the action plan.	Identify key members within People and Communities Directorate, Communities and Partnerships and Young people Services. Set up a forum for discussion and learning. Actions fed into the overall employment strategy action plan	Complete	

15 November 2018

Minute No.	Report Title	Action to be taken by	Action	Comments	Status	Review Date
131.	Minutes from the meeting held on 18 October 2018 and Action Log	Tamar Oviatt - Ham	Add column for review date	Actioned	Complete	N/A
137.	Annual Survey of Adults Social Care Users	Tina Hornsby	Members discussed the need to ensure young carers were encouraged to participate in the survey and asked that Centre 33 be included in this.	<p>Upon checking it was clarified that this national survey excludes young carers, as the requirement is that carers are adult.</p> <p>Council's collect experience from young carers in a variety of ways more suited to them.</p> <p>In Cambridgeshire there is a plan for engagement which includes focus groups in school settings</p> <p>A short survey for use with social media is currently being developed. We receive direct feedback from our contractors (Centre 33 and Carers Trust). Use is also made of research and information gathered at a national level by organisations such as Children's Society and Barnados etc.</p>	Complete	
139.	Finance and Performance Report – September 2018	Charlotte Black	Queried the performance around adults in paid employment as this had stood at 53 service user not receiving a review for some time. Members requested a further investigation on this.	Investigation underway	Complete	