

**ADULT SOCIAL CARE SELECT COMMITTEE  
ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED March 2014**

The recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Select Committee. Once an action has been completed, it will be shaded out to indicate that it will be removed from the tracker at the next meeting. The next progress check will highlight to members where actions have not been dealt with.

**Recommendations made to Cabinet**

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
5 December 2013 024	PROGRESS WITH IMPLEMENTATION OF THE ADULT MENTAL HEALTH SERVICES PUBLIC VALUE REVIEW (PVR) [Item 9]	That the Cabinet Member for Business Services consider the need for internal training for Surrey County Council employees, in order to prevent discrimination against staff and residents with mental health difficulties.	Cabinet Member for Business Services	This item was referred to the Cabinet meeting on 4 February 2014. A response is included in today's agenda papers.	<i>Complete</i>

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**Select Committee and Officer Actions**

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
20 June 2013 004	AGEING WELL IN SURREY [Item 7]	That the report is taken to each Local Committee.	Senior Manager, Commissioning	The Ageing Well report will be taken to all Local	<i>Complete</i>

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Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
				Committees as recommended, and that the Adult Social Care Committee will review the outcomes of these meetings in six months time.	
5 September 2013 008	INCOME / DEBT UPDATE REPORT [Item 8]	Comparative social care debt data from other local authorities to be circulated to the Committee.	Adult Social Care Directorate	This information has been circulated to the Committee.	<i>Complete</i>
20 September 2013 016	CALL-IN: CONTINUING HEALTH CARE TEAM INVEST TO SAVE BID - 4 SEPTEMBER 2013 [Item 4]	That the cost of the Continuing Health Care team is included in the business plan for 2014/15 onwards.	Adult Social Care Directorate	The cost of the team has been included in the business plan for 2014/15.	<i>Complete</i>
24 October 2013 018	FAMILY, FRIENDS AND COMMUNITY SUPPORT - SOCIAL CAPITAL IN SURREY [Item 7]	That the Committee implement a working group to track project outcomes and deliverables for the Family, Friends and Community Support agenda, to report back in March 2014.	Chairman/Democratic Services	The working group have been invited to join the Family, Friends and Community Support Project Board. They will provide an update on this work in May 2014.	<i>May 2014</i>

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24 October 2013 020	SUPPORTING CARERS [Item 8]	That each school has a governor responsible for supporting young carers.	Cabinet Associate for Adult Social Care	The Cabinet Associate for Adult Social Care has noted this and taken the matter forward. A verbal update was given at the meeting in January 2014.	<i>Complete</i>
24 October 2013 021	SUPPORTING CARERS [Item 8]	That the Directorate explores ways in which it can improve the number of carers providing feedback through the Carer survey.	Carer Development Manager	This has been noted by officers and the response rate for the next Carers Survey will be shared with the Committee.	<i>October 2014</i>
5 December 2013 022	RECRUITMENT AND RETENTION UPDATE [Item 7]	<p>a) That the Committee notes the 17 per cent vacancy rate across the Adult Social Care Directorate, and encourages officers to continue measures to address this.</p> <p>b) That officers develop closer working with universities and colleges to ensure the supply of quality applicants for vacancies within the Directorate.</p> <p>c) That the Cabinet Member lobby nationally for the development of vocational routes</p>	HR Relationships Manager (Adults) / Scrutiny Officer	The Committee will receive a further report on Recruitment and Retention in 2014. This will be added to the forward work programme in due course.	<i>December 2014</i>

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		<p>into the social work profession.</p> <p>d) That officers explore a regional and localised approach to sourcing agency staff.</p> <p>e) That members are involved in the development of the next workforce strategy, prior to its publication in April 2014.</p>			
5 December 2013 023	SERVICE FOR PEOPLE WITH A LEARNING DISABILITY PUBLIC VALUE REVIEW (PVR) UPDATE [Item 8]	<p>a) That officers work to increase the occupancy rate of Surrey assets with Surrey Residents.</p> <p>b) That future reports illustrate the work of community/ self-help groups in relation to each work-stream in the Public Value Review.</p> <p>c) That future reports demonstrate how the service has offered suitable alternatives to short breaks, and seeks more opportunities to identify alternatives.</p> <p>d) That officers report back to</p>	Assistant Director for Personal Care and Support	The Committee will receive a further report on the outcomes of the Public Value Review (PVR) in 2014. This will be added to the forward work programme in due course.	<i>December 2014</i>

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		the Committee on the progress of the Service for People With A Learning Disability Public Value Review in a year.			
5 December 2013 025	PROGRESS WITH IMPLEMENTATION OF THE ADULT MENTAL HEALTH SERVICES PUBLIC VALUE REVIEW (PVR) [Item 9]	That the Directorate circulates a report to Local Committees advising them of the work of the Adult Mental Health Services Public Value Review and outlining the provisions in the area.	Senior Manager, Commissioning, Adult Social Care	Officers have noted this recommendation and will provide a response for May 2014.	May 2014
16 January 2014 026	SAFEGUARDING ADULTS [Item 7]	That the Directorate provide further evidence of co-operation with the Children's Safeguarding Board and the six Clinical Commissioning Groups.	Interim Strategic Director, Adult Social Care	Officers have noted this recommendation and will provide a response for May 2014.	May 2014
16 January 2014 027	SAFEGUARDING ADULTS [Item 7]	That the Directorate support the roll-out the Elmbridge model county-wide.	Interim Strategic Director, Adult Social Care	Officers have noted this recommendation and will provide a response for May 2014.	May 2014
16 January 2014 028	SAFEGUARDING ADULTS [Item 7]	That the Directorate explore how trusted third parties can be involved in the safe-guarding process.	Interim Strategic Director, Adult Social Care	Officers have noted this recommendation and will provide a response for May 2014.	May 2014

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16 January 2014 029	SAFEGUARDING ADULTS [Item 7]	That recommendations of internal audit reports be addressed and included in future reports where appropriate.	Democratic Services/Adult Social Care	A process for select committees scrutiny of internal audit reports was agreed at the Select Committee Chairman's Group in December 2013.	<i>Complete</i>
16 January 2014 030	SAFEGUARDING ADULTS [Item 7]	The Directorate to provide information on the level of training compliance.	Senior Manager, Safeguarding Adults	Officers have noted this recommendation and will provide a response for May 2014.	<i>May 2014</i>
16 January 2014 031	IMPROVEMENT TO THE ADULTS INFORMATION SYSTEM (AIS) FOLLOWING 'RAPID IMPROVEMENT EVENTS' [Item 8]	That the Directorate involve the Committee in future development of a new system specification.	Assistant Director for Policy & Strategy	This will be reviewed in September as it is dependent on the market response to the Care Bill.	<i>September 2014</i>
16 January 2014 032	IMPROVEMENT TO THE ADULTS INFORMATION SYSTEM (AIS) FOLLOWING 'RAPID IMPROVEMENT EVENTS' [Item 8]	That the Committee encourages the Directorate to include feedback from officers who use the system in any future update item.	Assistant Director for Policy & Strategy	This will be reviewed in September as it is dependent on the market response to the Care Bill.	<i>September 2014</i>

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
16 January 2014 033	ADULT SOCIAL CARE LOCAL AUTHORITY TRADING COMPANY BUSINESS CASE [Item 10]	That officers provide the finalised arrangements for the Local Authority Trading Company for the Committee to review at the 1 May 2014 meeting.	Lead on Trading and Income Generation – Business Services	Officers have noted this recommendation and will provide a response for May 2014.	<i>May 2014</i>
16 January 2014 034	ADULT SOCIAL CARE LOCAL AUTHORITY TRADING COMPANY BUSINESS CASE [Item 10]	That a performance review of the Local Authority Trading Company is presented to the Committee in January 2015.	Lead on Trading and Income Generation – Business Services	Officers have noted this recommendation and this has been added to the Forward Work Programme for 14/15	<i>Complete</i>
16 January 2014 035	ADULT SOCIAL CARE LOCAL AUTHORITY TRADING COMPANY BUSINESS CASE [Item 10]	That the quality and safety of services provided by the Local Authority Trading Company remain paramount above revenue generation.	Lead on Trading and Income Generation – Business Services	This will be addressed through future reports (May 2014/January 2015) to Select Committee	<i>Complete</i>

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