

# Actions Log

**Adult Social Care, Health & Housing Overview and Scrutiny Panel  
From Minutes of Meetings of 5 June, 24 July and 11 Sept 2018**

**Key: Grey = Action Complete**



Action/Information Request	Response
<p><b>ACTION 4</b>  <b>Carried Forward from the Minutes of 27 March 2018 and 5 June)</b>  <b>Item 92. Conversations approach.</b>                      It was also suggested that motivational questioning, the technique behind the conversations approach, could be offered to all members as part of the member development programme to support their work with residents.</p>	<p>Kirstine Berry, Governance and Scrutiny Co-ordinator confirmed that Motivational Interviewing training was provided for Members on Friday 14 December 2018 at the Bracknell Open Learning Centre.                      This action is now complete.</p>
<p><b>Action 6 (Carried forwards from 5 June)</b>  <b>Item 8. Quarterly Service Report (QSR)</b>                      During the Director of Public Health's update it was observed that the success of getting people with complex needs out of hospital back into the community setting was costing the Council money but it was clarified that the intermediate care service was funded jointly with the CCG and the local authority. It was stated that the focus should be that hospital was not the right place for residents who were medically fit.</p>	

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<p>Members of the panel requested further forecasting information on demand. Lisa McNally Director of Public Health, confirmed that this was possible using POPPI and housing data to produce a statistical model to show where costs and demand might go to give an idea of trends.</p> <p><b>Following on from this action point above.....</b></p> <p>Mira Haynes, Chief Officer Adult Social Care also agreed to share data Adult Social Care are working on.</p>	<p>On 11 July 2018 Melanie O'Rourke, Head of Adult Community Team advised that the Joint Strategic Needs Assessment (JSNA) is the key source of data used by the Adult Social Care team to source demographic and profiling information. As part of the Adult Social Care, Health and Housing (ASCH&amp;H) 2018-19 Transformation Programme, the team will be looking at demand planning and forecasting and are currently validating the data on a case by case basis.</p> <p>On 7 January 2019 Melanie O'Rourke, Assistant Director Adult Social Care Operations advised that initial validation of a sample of data over the winter period identified stress period 2017/18 did not identify any particular spike in activity. Similarly, so far this winter we have not seen a spike although we need to be mindful that the winter 'stress period' does extend to the end of March 2019.</p> <p>As present Central Management Team (CMT) are carrying out a prioritisation exercise across all transformation programmes across the Council using portfolio methodology based on value, lifetime, resourcing and health. The focus is on projects where we have mature data and agreement in confidence levels. This piece of work remains in the project portfolio and how this is taken forward and what priority it is given is subject to CMT discussions.</p>
<p><b>Action 7 (Carried forwards from 5 June)</b>  <b>Item 8. Quarterly Service Report (QSR)</b>  Work still needed to be done to extend access and points of contact and the Director advised that Local Government Association (LGA) funding had been applied for to provide kiosks in shopping</p>	<p>On 3 January 2019 Lisa McNally, Strategic Director of Public Health advised that the Public Health team submitted a bid to the LGA's Digital Innovation Scheme for funding to provide a number of interactive digital kiosks that could be placed in public spaces and offer residents information on the community groups and projects happening in their area. Following a series of applications and presentations the Public Health team were successful in their bid and have received an award of</p>

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<p>centres and community centres were being considered and a children's health and wellbeing website was currently in development.</p> <p>The director of Public Health agreed the work of Public Health including strategic targets should be included in future drafts of the Council Plan and was interested to know what Members wanted to see delivered.</p>	<p>£50k to implement and evaluate the kiosk project. The announcement was made at the recent National Children and Adult Services Conference by the Minister of State for Care, Caroline Dinenege. Cllr Dale Birch, Executive Member for Adult Services, Health and Housing, presented an overview of the project to delegates at the conference along with Lisa McNally, Strategic Director of Public Health and Daniel Green, Head of Business intelligence. The implementation of the project is on schedule and the interactive kiosks will be in place by the end of January 2019.</p> <p>No feedback on strategic targets had been received.</p> <p>This Action is now complete.</p>
<p><b>Action 9 (Carried forwards from 5 June)</b>  <b>Item 10. Development of Overview and Scrutiny Work programme.</b>  It was agreed that the current task and finish groups, The Primary Care Patient Experience Task and Finish Group and the Housing Strategy and Supply Task and Finish Group should be included in the next work programme.</p>	<ul style="list-style-type: none"> <li>• Kirstine Berry, Governance and Scrutiny Co-ordinator and the Housing Strategy and Supply Task and Finish group lead Member are working closely to review the group's output and focus objectives.</li> <li>• On 18 December 2018 Kirstine Berry, Governance and Scrutiny Co-ordinator advised that the Primary Care Patient Experience Task and Finish Group concluded its face-to-face visits to surgeries to collect best practice data in October 2018. The next phase of the working group is to analyse the qualitative data obtained for key themes. The Lead Member is working with the Head of Business Intelligence to identify key themes arising from the qualitative analysis and agree the next steps.</li> </ul>

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<p><b>Action 10 (Carried forwards from 5 June)</b>  <b>Item 10. Development of Overview and Scrutiny Work programme.</b>            To develop the work programme further at a facilitated workshop which should be organised before the next scheduled meeting of the Panel.</p> <ul style="list-style-type: none"> <li>○ That the facilitated workshop would consider how to include the Integrated Care System in the work programme.</li> <li>○ That the facilitated workshop should also consider what development requirements the Panel had.</li> </ul>	<p>A workshop was held for Members, Substitute Members and Co-opted members of the Adult Social Care, Health and Housing Overview and Scrutiny Panel on 6 November 2018. The objectives for the meeting were to:</p> <ul style="list-style-type: none"> <li>• Understand how the current planning process works</li> <li>• How the plan for items for consideration by the Panel is currently generated and how this feeds into the work programme.</li> <li>• How this process can be improved.</li> </ul> <p>Arising from the workshop, a number of recommendations were made and were circulated via email on 5 December 2018 to the Members, Substitute Members and Co-opted members of the Adult Social Care Health and Housing Panel by Kirstine Berry, Governance and Scrutiny Co-ordinator in the form of meeting notes for comments and suggestions.            No responses have been received.</p>
<p><b>Action 14. (from 24 July meeting)</b>  <b>Item 20. Healthwatch Bracknell Forest Annual Report 2017-2018</b>            Members to raise awareness amongst residents about the need to opt in to Healthwatch if they wished to continue receiving updates.</p>	<p>Action awaiting an update.</p>