

# **BRIGHTON & HOVE CITY COUNCIL**

## **JOINT COMMISSIONING BOARD**

**5.00pm 20 January 2004**

### **HOVE TOWN HALL**

#### **MINUTES**

Brighton & Hove Council Representatives:

Present: Councillor Kielty (Chair); Councillors Meadows, Meegan, Morgan, Mrs Norman (OS), Older, Turton, Wells, Williams and Willows.

Brighton and Hove City Primary Care Trust Representatives:

Present: Jean Spray (Vice-Chair); Judith Corcho and Michael Evans.

Apologies: Janice Robinson.

All decisions minuted below were agreed by the above representatives of the Brighton & Hove City Primary Care Trust Board, acting as a sub-committee of the Trust, which forms the Brighton and Hove City Primary Care Trust part of the Joint Commissioning Board.

All decisions minuted below were agreed by Brighton & Hove City Council's Adult Social Care and Health Sub-Committee, acting as the Council's sub-committee which forms the Council part of the Joint Commissioning Board.

#### **PART ONE**

#### **ACTION**

### **13. PROCEDURAL BUSINESS**

#### **13A. Declarations of Substitutes**

13A.1 There were none.

#### **13B. Declarations of Interest**

13B.1 There were none.

#### **13C. Exclusion of Press and Public**

13C.1 The Board considered whether the press and public should be excluded from the meeting during the consideration of any items

contained in the agenda, having regard to the nature of the business to be transacted and the nature of the proceedings and the likelihood as to whether, if members of the press and public were present, there would be disclosure to them of confidential or exempt information as defined in Section 100A(3) or 100 1 of the Local Government Act 1972.

13C.2 **RESOLVED** - That the press and public be not excluded from the meeting during consideration of item 20.

#### **14. MINUTES**

14.1 **RESOLVED** – That the minutes of the meeting held on 11 September 2003 be approved and signed by the Chair.

#### **15. FINANCIAL MONITORING REPORT**

The special circumstances for non-compliance with Section 100B(4) of the 1972 Local Government Act (items not to be considered unless the agenda is open to inspection at least 5 clear days in advance of the meeting) are that financial information was not available at the time the agenda was printed.

15.1 The Board considered a report of the Director of Finance, Brighton & Hove City Primary Care Trust that presented the latest forecast of the year end outturn, the work of the Task and Finish Group and the budget for 2004/5 (see minute book).

15.2 **RESOLVED** – (1) That the latest forecast of the overspend for 2003/4, as set out in paragraph 3.1 of the report, be noted and that this be carried forward in the City Council's books. **Mike Schofield**

(2) That the budget for the year 2004/5, as set out in paragraph 3.3 of the report, be agreed.

#### **16. BUDGET REPORT**

16.1 The Chair informed the meeting that this item had been withdrawn as the council's overall budget was being revised. An additional meeting of the Board might need to be arranged to discuss the budget.

#### **17. ANNUAL REVIEW LETTER**

17.1 The Board considered a report of the Director of Housing and City Support detailing the outcome of the Annual Review Meeting with the Social Services Inspectorate (SSI) (see minute book). The outcome of the meeting was a formal letter from the SSI reviewing performance, attached as appendix 1 to the report.

17.2 **RESOLVED** – That the contents of the report be noted.

## 18. CONSTITUTIONAL ARRANGEMENTS

18.1 The Director of Housing and City Support, Brighton & Hove City Council reported that discussions had taken place between the Council, Brighton & Hove City NHS Primary Care Trust and South Downs Health NHS Trust, in order to agree more efficient and streamline arrangements for the Joint Commissioning Board and Integrated Services Board. There had been the potential for merging the two Boards, but he was now recommending that the existing arrangements should stay in place, but that more care should be taken to submit appropriate reports to the Boards and the Adult Social Care and Health Sub-Committee.

18.2 The Director of Finance, South Downs Health NHS Trust reported that South Downs Health NHS Trust had considered at great length the possibility of merging the two Boards but as no agreement had been reached, believed that the way forward was to ensure that the agendas of the Integrated Services Board contained more relevant and wide ranging reports. The arrangements could be reviewed after a year.

18.3 The Chair informed the Board that the Local Authority would be holding discussions about the possibility of slightly changing its arrangements in relation to councillors involvement with the Boards.

18.4 **RESOLVED** – That the Joint Commissioning Board and Integrated Services Board continue to meet separately, but that more care is taken to consider which items are appropriate for each Board and the Adult Social Care and Health Sub-Committee.

**19. STRATEGIC DIRECTION FOR THE RESOURCE CENTRES**

19.1 The Board considered a report of the Joint Commissioner for Older People, the Manager of Integrated Services and the Director of Housing and City Support advising Members of the decisions taken by the Adult Social Care and Health Sub-Committee at its meeting held on 15 December 2003 in relation to the proposed strategic direction of the resource centres for older people (see minute book).

19.2 **RESOLVED** – (1) That the decisions taken by the Adult Social Care and Health Sub-Committee held on 15 December 2003 be supported. These were:-

(i) That the principle and strategic direction for the Resource Centres to focus on the provision of short term care be supported;

(ii) That a full review of short term care (planned and unplanned) be commissioned across the resource centres to inform the development of a resource centre strategy.

(iii) That a timeframe for the completion of this full review and development of a strategic direction be agreed.

(iv) That the current and continued re-focusing of short term care provision within the resource centres, be supported, particularly in relation to hospital discharges for people for further assessment of need, who would otherwise have been admitted to long term residential care provision. However, that it be noted that the combination of planned and unplanned care within the resource centres currently will hamper the resources centres ability to manage this as effectively as they might and therefore may affect occupancy rates.

(vi) That subject to the availability of resources, the introduction of Carefirst be considered within the resource centres to assist with the provision of data and information to inform the effective capacity and vacancy management of all the beds by the central placement bureau.

**PART TWO****20. PART TWO MINUTE FROM MEETING HELD ON 11 SEPTEMBER 2003 – EXEMPT CATEGORIES 4, 7, 8, AND 12**

20.1 **RESOLVED** – That the minute be approved and signed by the Chair.

The meeting concluded at 5.30 p.m.

Signed

Chair

Dated this

day of

2004