

BRIGHTON & HOVE CITY COUNCIL

INTEGRATED SERVICE BOARD

4.00PM – 24 NOVEMBER 2003

**COMMITTEE ROOMS 2/3
BRIGHTON TOWN HALL**

MINUTES

South Down Health NHS Trust Representatives:

Quintin Barry (Chair); Philip Diamond, Jackie Lythell, Mo Marsh, John O'Sullivan (Director, Finance and Information), Michael Rosenberg (Chief Executive).

Council Representatives

Councillor Kielty (Vice Chair); Councillors Meadows, Meegan, Morgan, Mrs. Norman, Older, Turton, Wells, Willows and Wrighton.

All decisions minuted below were agreed by representatives of South Downs Health NHS Trust Board acting as a Sub-Committee of the Trust, which forms the South Downs Health NHS Trust part of the Integrated Services Board.

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

PART ONE

ACTION

6. PROCEDURAL BUSINESS

6A Declarations of Substitutes

<u>Substitute Councillor</u>	<u>For Councillor</u>
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Wrighton	Williams
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6B Declarations of Interest

6B.1 There were none.

6C Exclusion of Press and Public

6C.1 The Committee 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.

6C.2 **RESOLVED** - That the press and public not be excluded from the meeting during consideration of any items.

6D Timing of Future Meetings

6D.1 **RESOLVED** – That future meetings of the Integrated Services Board commence at 4.30 p.m.

7. MINUTES

7.1 **RESOLVED** - That the minutes of the meeting held on 29 July 2003 be approved and signed by the Chair.

8. ANNUAL REVIEW LETTER

8.1. 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.

8.2 The Director of Housing and City Support reported that the annual review had been a positive result for Adult Social Care and Health and the division had aspirations to be a 2 star authority next year. Currently, children's services were included in the review, but would be separated in the future. Areas of improvement in relation to the division's key objectives were set out in paragraph 3.7 of the report. Areas of concern were set out in paragraph 3.9. The Director stressed that the budget pressures in the Learning Disability budget had been dealt with under Section 31 arrangements.

8.3 **RESOLVED** – That the report be noted.

9. PERFORMANCE REPORT FOR 2003/2004

9.1. The Board considered a report of the Director of Finance, South Downs Health NHS Trust concerning the Integrated Provider's performance for the six months to 30 September 2003. The report included both social care and health care budgets managed by the Trust under the terms of the Section 31 Partnership Agreement with Brighton & Hove City Council (see minute book).

9.2 The Director of Finance, South Downs Health NHS Trust reported that there had been a deterioration in the overspend since the report had been written. The current overspend was now 1.691 million, due to additional costs in learning disabilities. An emerging pressure was WAMHS services within South Downs Health which were considerably overspent.

9.3 **RESOLVED** – (1) That the reported month 6 overspend of £1,277,000 and progress made on Financial Recovery Plans (FRP's) to achieve a year-end balanced position be noted.

(2) That it be further noted that the current overspend is now 1.691million.

10. SECTION 31 ANNUAL PERFORMANCE REPORT

10.1 The Board considered a report of the Chief Executive, South Downs Health NHS Trust, which presented the Section 31 Annual Performance Report for 2002-2003 in accordance with the requirements of the Section 31 Provider Agreement dated 28 March 2003 (see minute book). The Annual Performance report covered both financial and non-financial performance and follows on from the major review of the partnership undertaken at the end of last year and reported to the Joint Commissioning Board on 16 December 2003.

10.2 The Chief Executive, South Downs Health NHS Trust reported that the Trust received a 2 star rating for the second year running.

10.3 **RESOLVED** – That the contents of the Annual Performance report be noted.

11. COMPLAINTS AND INCIDENTS REPORT

11.1 The Board considered a report of the Director of Finance, South Downs Health NHS Trust concerning the Integrated Provider Service's performance in relation to complaints and incidents (see minute book). The Quarterly and Annual Complaints and Plaudits reports were attached with the Incident report for the first quarter of 2003/2004. The reports covered all Section 31 services and other non-partnership Trust Services.

11.2 The Director welcomed questions and comments on the report.

11.3 Councillor Turton congratulated the Integrated Provider Service for the changes implemented arising from complaints set out in paragraph 3.

11.4 Members requested that future reports should not use abbreviations such as SALT and CAMHS.

11.5 Councillor Mrs Norman stressed that the incidents reported in the quarter January to March 2003 were high. She would have liked to see a more detailed comparison with last year's figures. The Chair agreed that it would be useful to devote a paragraph to reviewing a longer period.

11.6 Councillor Willows congratulated the Trust for acknowledging 77% of written complaints within 2 working days.

11.7 Councillor Wrighton queried the number of agency staff working in mental health and asked if they were trained in dealing with aggressive behaviour. The Chief Executive, South Downs Health NHS Trust reported that a number of agency staff were employed but the Trust tried to use agency staff who had undergone training. If they had not received training, they were unlikely to be used in the management of incidents.

11.12 **RESOLVED** – That the report be noted.

12. INTEGRATED SERVICE GOVERNANCE ARRANGEMENTS

12.1 The Board considered a report of the Deputy Chief Executive, South Downs Health NHS Trust concerning progress relating to the establishment of an integrated commissioner/provider board to oversee governance arrangements for the Section 31 Partnership (see minute book).

12.2 The Deputy Chief Executive reported that no agreement had been reached. South Downs Health NHS Trust was not happy with the agreement and proposals in the revised constitution. The concern related to provider issues being given sufficient time for discussion in Board meetings.

12.3 The Director of Housing and City Support reported that the council would welcome a joint board, which would provide a closer dialogue between the commissioners and providers.

12.4 It was believed that the chief reasons why the Primary Care Trust were not in agreement with the proposals outlined in the report were concerns (a) that providers would have, on occasions, a conflict of interest in items at meetings which combined commissioners and providers and (b) that the numbers of providers would be increasing and if all were to attend, the numbers involved in combined meetings would be unwieldy.

12.5 The Chair asked Board members for their views on the draft constitution.

12.6 Councillor Kielty stressed that the current arrangements could lead to a delay for service users. Services should be delivered as smoothly as possible.

12.7 The Deputy Chief Executive, South Downs Health NHS Trust suggested that the Chair of the joint board should rotate every 3 years, with one chair for the whole meeting. However, the Primary Care Trust was concerned about a possible conflict of interest.

12.8 Councillor Meadows suggested having a fully integrated meeting, instead of having two separate sections. She was informed that this might lead to objections to the Provider chairing the commissioning part of the agenda.

12.9 **RESOLVED** – That the content of the report be noted.

13. HALF-YEARLY REVIEW OF SERVICE DEVELOPMENT PLANS

13.1 The Board considered a report of the Deputy Chief Executive, South Downs Health NHS Trust concerning progress that individual teams and services were making in delivering their Service Development Plans (see minute book).

13.2 The Deputy Chief Executive, South Downs Health NHS Trust reported that recruitment and retention had improved but was still volatile. There was a need to look at retention issues and reducing agency staff.

13.3 The Chief Executive, South Downs Health NHS Trust stressed the need to develop, train and retain staff. A major issue was the high cost of housing.

13.4 The Director of Housing and City Support mentioned that the council's local plan required 40% affordable housing in large developments including key worker accommodation.

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

The meeting concluded at 5.31 p.m.

Signed

Chair

Dated this

day of

2004