

### BRIGHTON & HOVE CITY COUNCIL

### JOINT COMMISSIONING BOARD

5.30PM 16 JUNE 2008

ROOM 1, HOVE TOWN HALL

### MINUTES

**Present:** Brighton & Hove City Primary Care Trust representatives:  
Julian Lee (Chairman), John Dearlove and Denise Stokoe;

Council representatives:

Councillor Ken Norman, Cabinet Member for Adult Social Care & Health;

Co-opted Members:

Councillor Jeane Lepper, Brighton & Hove City Council

Richard Ford, Sussex Partnership Trust

Simon Turpitt, South Downs Health NHS Trust

John O'Sullivan, South Downs Health NHS Trust

Apologies: Janice Robinson (Brighton & Hove City Teaching Primary Care Trust) and  
Councillor Maria Caulfield (Cabinet Member For Housing)

### PART ONE

#### 1. PROCEDURAL BUSINESS

##### 1a Declarations of Substitutes

1.1 There were none.

##### 1b Declaration of Interests

1.2 There were none.

##### 1c Exclusion of Press and Public

1.3 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 Schedule 12A, Part 5A, Section 100A(4) or 100 1 of the Local Government Act 1972 (as amended).

- 1.4 **RESOLVED** - That the press and public be not excluded from the meeting.
2. **TERMS OF REFERENCE - PURPOSE OF THE JOINT COMMISSIONING BOARD**
- 2.1 The Board considered a report of the Director of Strategy & Governance which set out the terms of reference of the Joint Commissioning Board (for copy see minute book).
- 2.2 The Director of Adult Social Care & Housing explained the changes in the governance arrangements at the City Council. There was now a Leader and Cabinet system and a new constitution.
- 2.3 Under the Cabinet system, most decisions were delegated to Cabinet Members; for example; adult social care & health matters would be referred to the Cabinet Member for Adult Social Care & Health. Two cabinet members were members of the Joint Commissioning Board. These were Councillor Ken Norman, Cabinet Member for Adult Social Care & Health, and Councillor Maria Caulfield, Cabinet Member for Housing. Councillors Norman and Caulfield would exercise the block vote for the Council on the Board. If the Cabinet members could not agree on an issue, the matter would be referred to the Leader of the Council. The Cabinet Members would then exercise their vote in accordance with the instructions of the Leader.
- 2.4 The Director explained that the Council published a Forward Plan on its website, which showed all key decisions planned over the next four months. A key decision was one which was likely to result in the local authority incurring expenditure/making savings which were above £500,000 per annum, or was significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions.
- 2.5 The Director explained the scrutiny functions of the council. Scrutiny Committees could now call in items on the forward plan in addition to calling in decisions made by the Cabinet Members. There was now a Health Overview & Scrutiny Committee and an Adult Social Care and Housing Overview & Scrutiny Committee.
- 2.6 The purpose of the Joint Commissioning Board remained unchanged.
- 2.7 **RESOLVED** – That the Terms of Reference and the explanation of the new cabinet system and constitution be noted.
3. **MINUTES OF THE PREVIOUS MEETING**
- 3.1 Paragraph 41.4 – The Chief Executive (South Downs Health NHS Trust) undertook to forward the month 12 report relating to the underspend on HIV/AIDS to the Democratic Services Officer for circulation to Members.
- 3.2 **RESOLVED** – That the minutes of the meeting held on 3 March 2008 be approved and signed by the Chairman.
4. **CHAIRMAN'S COMMUNICATIONS**
- 4.1 There were none.

## 5. PUBLIC QUESTIONS

5.1 There were none.

## 6. FINANCIAL PERFORMANCE REPORT - PROVISIONAL OUTTURN 2007/08

- 6.1 The Board considered a report of the Director of Finance (PCT) that presented financial position and provisional outturn for 2007/2008 of the pooled budgets managed within the Section 75 Partnership arrangements (for copy see minute book).
- 6.2 The Director of Finance (PCT) explained that a report on the 2008/2009 budget would be submitted to the next meeting of the Board. Key points to note on the current report were the ongoing problems with the Integrated Community Equipment Store. An additional contribution had been provided to the pooled budget to meet the projected overspend. Additional contributions had also been provided to the Learning Disability Service. Officers would need to ensure that this budget was not overspending in the current year. The underspend on Older People Mental health services would be carried forward to 2008/09.
- 6.3 The Chief Executive, PCT reported that there would be a separate item on the Learning Disabilities budget at the next meeting of the Board. The Chief Executive South Downs Health NHS Trust reported that the Integrated Community Equipment Store was a demand led service and this could place pressure on the budget. The budget would be closely monitored.
- 6.4 **RESOLVED** – (1) That the carry-forward of underspending on Older People Mental Health Services to support the development of a new service in 2008/09, be approved.
- (2) That the council's additional, non-recurrent contribution of £227,000 to meet net overspending on the Integrated Community Equipment Store service (£199,000) and the Learning Disability Service (£28,000) be noted.
- (3) That the additional contribution of £419,000 from Sussex Partnership Trust to meet in-year service pressures across services be noted
- (4) That the forecast break-even outturn for the pooled budgets for the 2007/08 financial year, incorporating the proposed additional contributions over and above the in-year additional contributions from the Primary Care Trust and the proposed carry-forward be noted. The final statement is subject to audit.

## 7. PURPOSE OF THE JOINT COMMISSIONING BOARD

See Item 2, Terms of Reference – Purpose of the Joint Commissioning Board.

The meeting concluded at 5.45pm

Signed

Chair

Dated this

day of