



Present: Irene Douglas, Berkshire East PCT  
Barbara Briggs, Carer's Forum  
Madeline Diver, Local Involvement Network  
Martin Gilman, BFVA  
Lesley Heale  
Jillian Hunt, DAAT Co-ordinator  
Zoe Johnstone, BFC  
Glyn Jones, BFC  
Garry Nixon, Berkshire Healthcare  
Mary Purnell, Berkshire East PCT  
Angela Snowling, Berkshire East PCT  
David Steeds, BFC

Apologies: Councillor Dale Birch  
Adam Greig, Berkshire East Professional Executive Committee  
Viki Wadd, Berkshire East PCT

#### Action Points

Minute	Item
64	<p><b>Welcome</b></p> <p>The Chairman welcomed everyone to the meeting, it was noted that Adam Greig from the Berkshire East Professional Executive Committee (BEPEC) would no longer be able to attend meetings of the Board, as he was unable to attend on a Monday due to other commitments. It was agreed that Mary Purnell would speak to BEPEC about their representation at future Board meetings.</p> <p><b>(Action: Mary Purnell)</b></p>
65	<p><b>Declarations of Interest</b></p> <p>There were no declarations of interest made at the meeting.</p>
66	<p><b>Minutes</b></p> <p>The minutes of the meeting of the Board held on 1 December 2008 were agreed as a correct record.</p>
67	<p><b>Matters Arising</b></p>

	<p><i>Minute 6:</i> Madeline Diver reported that the Citizen’s Advice Bureau had been granted Government funding to allow them to open their office on Fridays from April 09. The Director of Social Care and Learning advised that it would be useful for the CAB to record any increases in demands for their services, which were likely in the current economic climate.</p> <p><i>Minute 7:</i> Glyn Jones confirmed that the Joint Strategic Needs Assessment was already included in the terms of reference for the Board. He noted that the membership of the Board needed to be updated as the terms of reference still referred to the Council’s old departmental structure. It also needed to be made clearer, as to who were members/advisors to the Board. He stated that that this would be further considered and brought back to the next meeting of the Board.</p> <p style="text-align: right;"><b>(Action: Glyn Jones)</b></p>
68	<p><b>Public Health Working Group Exception Report</b></p> <p>The Board received an update on the review of the Integrated Performance Management Exception Quarterly Report. It was noted that this report would be submitted to the Corporate Management Team and that officers would report to the Board again at the June meeting. It was also reported that the Director of Social Care and Learning would now be responsible for the Public Health Working Group.</p> <p>The Board noted the new timescale for the review of the quarterly exception report.</p>
69	<p><b>Local Area Agreement Quarter 3 Performance Report</b></p> <p>Belinda Clack reported that the Bracknell Forest Partnership received reports around performance on a quarterly basis, which were then cascaded down to relevant themed partnerships.</p> <p>She reported that whilst none of the indicators were red, there were some indicators where information had not yet been received and this was being followed up.</p> <p>The Board thanked officers for the report and were pleased to see that more and more information was being added to the report to make it more meaningful. The Board noted the performance to date.</p>
70	<p><b>Sub-Group Reports</b></p> <ul style="list-style-type: none"> <li>• <b>Berkshire East Mental Health Local Implementation Team (LIT) and Bracknell Forest Sub-Lit</b> The report set out the progress in respect of the joint planning of Mental Health Services in Bracknell Forest. It was noted that the Bracknell Forest sub-LIT met bi-monthly and had good representation from voluntary and statutory organisations, as well as representation from service users and</li> </ul>

	<p>carers.</p> <p>Mary Purnell reported that plans were not yet fully developed for practice based commissioning. Martin Gilman asked that the voluntary sector be made aware of what this would entail as early as possible.</p> <p>The Board asked that Mary Purnell bring a report to the next meeting of the Board detailing the strategy and approach to this, how the funding would be allocated and what would happen in Bracknell Forest. It was also queried whether any mapping work would be undertaken to take account of existing provision.</p> <p style="text-align: right;"><b>(Action: Mary Purnell)</b></p> <ul style="list-style-type: none"> <li>• <b>Drug &amp; Alcohol Action Team</b> Glyn Jones reported that this was a good news item, services were strong and continued to improve. Progress against both the adult and young peoples plan in 2008 had been positive and many of the targets had already been achieved.</li> </ul> <p>Last year it was expected that the service would suffer from a 5% fall in pooled treatment budget for 2009/10, however due to the steady rise in clients entering treatment, funding had risen by 5%.</p> <p>A joint bid for funding with Windsor and Maidenhead was currently underway in respect of an Alcohol arrest referral scheme.</p>
71	<p><b>Joint Strategic Needs Assessment</b></p> <p>The Board considered a report that informed them of the process agreed to refresh the Joint Strategic Needs Assessment in 2009/10.</p> <p>It was reported that the JSNA document would continue to develop and increase the understanding of the population. The Director of Social Care &amp; Learning had some concerns around the input of Childrens' Services. It was also highlighted that it was important that the JSNA was seen as a document that underpinned all commissioning priorities.</p> <p>In terms of timeframes it was noted that the Bracknell Forest Partnership would be refreshing the Community Strategy imminently, in addition the Corporate Area Assessment Report would be available in September. It was advised that the JSNA base document would need to be in place by the autumn in order to tie in with the PCT and Council budget setting process.</p> <p>It was noted that the Director of Social Care and Learning had statutory responsibility for signing off the JSNA and that she would only do so once satisfied that the document would deliver the Children and Young People Partnership agenda and the Transforming Adult Care agenda.</p> <p>Glyn Jones would be leading the refresh within Bracknell Forest and the Director of Social Care and Learning would discuss further who should represent the Council on the senior level steering group.</p> <p style="text-align: right;"><b>(Action: Lesley Heale and Glyn Jones)</b></p>

72	<p><b>Transforming Adult Social Care</b></p> <p>The Board received an information report on Transforming Adult Social Care. It was reported that a recent White paper had introduced the intention to personalise support arrangements for individuals in need of social care, through the joint vehicles of individual budgets and self-directed support.</p> <p>It was noted that there was an error in the report, on page 25, the Bracknell Forest allocation for 2008/09 was £119K.</p> <p>It was reported that the main work for the coming year would be around running a pilot scheme, evaluating this work and deciding what the next steps should be.</p> <p>It was clarified that individual budgets did not necessarily mean that clients would receive direct payments. Budgets could be managed on behalf of the individual by the PCT or by the Council. For some individuals the most appropriate course of action may be to maintain the status quo.</p> <p>It was noted that it was important that the engagement of individuals, carers and families was done appropriately. It was also noted that it was important that the voluntary sector were kept informed of developments.</p> <p>It was agreed that the arrangements for carers funding would be reported to the Board at their next meeting either through Matters Arising or through a separate item on the agenda.</p> <p style="text-align: right;"><b>(Action: Zoe Johnstone/Glyn Jones)</b></p> <p>The Chairman requested that the minutes of the Joint Strategic Commissioning Board be added as a standing agenda item at future meetings of the Board.</p> <p style="text-align: right;"><b>(Action: Glyn Jones/Priya Patel)</b></p> <p>Angela Snowling agreed to bring a report to a future Board meeting on the Community Services budget and how it was spent by the PCT.</p> <p style="text-align: right;"><b>(Action: Angela Snowling)</b></p>
73	<p><b>Key Communication Messages</b></p> <ul style="list-style-type: none"> <li>• Transforming Adult Social Care</li> <li>• Joint Strategic Needs Assessment</li> </ul>
74	<p><b>Dates of Future Meetings</b></p> <p>8 June 2009  14 September 2009  30 November 2009  1 March 2010  7 June 2010</p>

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