

## **JOINT COMMITTEE FOR OVERSIGHT OF JOINT WORKING**

### **Minutes of the Meeting held**

Monday, 25th November, 2013, 2.00 pm

Councillor Simon Allen	- Bath & North East Somerset Council
John Holden	- B&NES CCG Chair of Audit Committee
Sarah James	- NHS B&NES
Councillor Dine Romero	- Bath & North East Somerset Council

#### **1 ELECTION OF CHAIR**

Following a proposal by Councillor Simon Allen, seconded by John Holden, Councillor Dine Romero was elected Chairperson for the Committee.

#### **2 WELCOME AND INTRODUCTIONS**

The Chairman welcomed everyone to the meeting.

#### **3 EMERGENCY EVACUATION PROCEDURE**

The Chairman drew attention to the emergency evacuation procedure.

#### **4 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Councillor Andy Furse and Dr Ian Orpen sent apologies as they were not available to attend the meeting when the date was set.

#### **5 DECLARATIONS OF INTEREST**

There were none.

#### **6 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN**

There was none.

#### **7 ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING**

There was none.

#### **8 DRAFT TERMS OF REFERENCE**

The Committee considered the Draft Terms of Reference. Mike Bowden – Deputy Director Children and Young People, explained that the Joint Working Framework had now been signed off through the Council and the Clinical Commissioning Group (CCG) Board. He explained that this Committee’s purpose is to fulfil a governance and assurance role. He further explained the importance of having this joint body to oversee the arrangements.

John Holden (CCG) asked if the words ‘provide formal assurance’ could be inserted under the title ‘Roles and Responsibilities’. He also asked that under ‘Accountability’ it be made clearer that there is a two way responsibility between the CCG and the Council. Other Committee members agreed with these suggested amendments.

John Holden (CCG) asked if this Committee is sufficiently differentiated from the Health and Wellbeing Board. The officer explained that this Committee provided an audit and oversight role whereas the Health and Wellbeing Board made executive decisions. Councillor Simon Allen added that this Committee was in place to oversee the mechanics of joint working.

Following a point made by Councillor Simon Allen, it was noted that the Terms of Reference may need to change in light of the Care Bill and other national developments.

**RESOLVED** that, following the above amendments, the Terms of Reference be agreed.

## 9 **JOINT WORKING FRAMEWORK**

Tracy Cox (CCG) introduced the item. She explained that the Joint Working Framework encapsulates present thinking and describes the interface between the two organisations. She further explained that it is a joint statement of intent about how we work together rather than a legal form of agreement and that it would continue to evolve. She added that the Joint Working Framework had been signed off by the Council and the CCG.

Councillor Dine Romero noted that there was flexibility in the document. John Holden asked that the document be dated.

**RESOLVED** that the Joint Working Framework be noted.

## 10 **FUTURE MEETINGS PLANNING**

Mike Bowden, Deputy Director Children and Young People, explained that the next meeting is due to be held in May 2014. He asked the Committee what they would like to have on the agenda. It was agreed that the May agenda would contain information on:

- Pooled budget
- Jointly Shared Workforce
- Workplan

The Committee could then review if aims had been met in these areas.

It was also noted that the May 2015 meeting date should be considered next year as it could potentially fall during the pre-election period.

**RESOLVED** to note the above.

The meeting ended at 2.45 am

Chair .....

Date Confirmed and Signed .....

**Prepared by Democratic Services**