

## SCHEDULE 4 – Joint Management Group



<b>Document</b>	<b>BHCC SPFT S75 Joint Management Group</b>
<b>Audience</b>	<b>BHCC SPFT Management</b>
<b>Date Agreed</b>	<b>June 2025</b>
<b>Review Date</b>	<b>October 2025</b>

### Composition and operation of the Joint Management Group

1. For the purposes of this Schedule 4, "Group" shall mean the Joint Management Group.

The Group shall comprise:

- the Trust Managing Director for Brighton and Hove
- the Trust Director of Social Work and Safeguarding
- the Trust Finance Business Partner for the Brighton and Hove Division
- the Trust Deputy Service Director for Brighton and Hove
- the Council Principal Social Worker for Adults
- the Council Director of Adult Social Care (DASS)
- the Council Head of Finance
- the Council General Manager of Social Care Mental Health Services

(each a "Member")

2. A representative from NHS Sussex ICB shall be co-opted to the Group on a permanent basis.
3. Group meetings will be co-chaired between the Trust Managing Director for Brighton and Hove and the Council's Director of Adult Social Care.

4. Officers from each Partner may be invited to attend Group meetings at the invitation of the relevant Partner but such individuals shall not be considered Members for quorum or decision-making purposes.
5. Each Member shall nominate in writing a single substitute ("Substitute"). The Substitute shall carry out the full role of their Member when attending Group meetings in their Member's absence.
6. Meetings of the Group will take place:
  - On a quarterly basis
7. Meetings of the Group shall be quorate only where both Partners are represented at such meeting including:
  - 7.1. For the Council, either the Director Adult Social Care or the General Manager.
  - 7.2. For the Trust, the Managing Director or Deputy Service Director for Brighton and Hove.
8. Decisions shall be made by consensus among the Partners.
9. Formal minutes of the Group shall be taken.
10. Each Partner has secured internal reporting arrangements to ensure standards of accountability and probity required by each Partner's own statutory duties and organisation are complied with.

### **Strategic governance and review functions of the Group**

#### **11. Governance overview**

The overarching obligations of the Group shall be:

- to monitor, review and take decisions regarding the Services and the outcomes of integrated service provision.
- to monitor, review and take decisions regarding Local Performance Indicators as detailed in Schedule 2.
- agree and, if necessary, review a strategy for delivery of the mental health services covered by this Agreement.
- to authorise any significant change proposed by either Partner to the delivery of mental health services covered by this Agreement.

- to share learning from across the system and to utilise this to affect positive changes for service users.

12. The role of the Group is as follows:

- 12.1 oversight of the Arrangements;
- 12.2 to review monitoring reports which will include both data relating to Local Performance Indicators and financial information, to fulfil the Partners' management requirements;
- 12.3 to agree appropriate action resulting from the above reports;
- 12.4 to review the extent to which the aims and objectives of the Agreement are being met;
- 12.5 to report for decision to the relevant decision-making body of each Partner as necessary;
- 12.6 to resolve disputes or where necessary to refer such to the chief officers of the Partners to this Agreement for resolution; and
- 12.7 any other purposes as may be deemed appropriate by the Partners.

13. Each member of the Group shall only exercise within the Group such delegated powers as he or she possesses in his or her role (which is received through their respective organisation's own schemes of delegation). For the avoidance of doubt, the Group shall not possess such delegated powers as a collective body.

