



MioCare Group
[Oldham Care and Support Ltd: MioCare Services Ltd]
Minutes of the Board of Directors' Meeting
20th November 2017
Public Minutes

Present:	Board members Peter White – Deputy Chair, Non-Executive Board Member (Chair) Cllr Jenny Harrison (CllrJH) Cllr John F McCann (CllrJMc) Cllr Ginny Alexander (CllrGA) Karl Dean – Managing Director (KD)	In attendance Mark Warren – Director Adult Social Care (MW) June Rainford – Associate Director OPS & COoH (JR) Valerie Perrins – Associate Director QPC (VP) Sarah Southern – Senior PA Cllr. Chauhan (Minutes)
Apologies:	Cllr Zahid Chauhan	Maggie Kufeldt – OMBC Exec Director acting as shareholder’s advisor to the Board (MK) Diane Taylor – Associate Director LD &MH (DT)

No	Agenda Item	Action
1	In Confidence – Board Member Only There were no items discussed.	
2	Welcome, Introduction, attendees and apologies The Chair welcomed everyone to the meeting and introductions were made.	
3	Declaration of Interest CllrJMc is a member of the Unity Partnership – JVCo Board and Unity Partnership Ltd - Partnership Board.	
For Information		
4	Minutes of Last Meeting a) The confidential minutes of the last Board Meeting held on 18 th September	

	<p>2017 were agreed as a true and accurate record.</p> <p>b) The public minutes of the last Board Meeting held on 18th September 2017 were agreed as a true and accurate record.</p> <p>c) The board action list was discussed and updated accordingly.</p>	
5	<p>Governance Action Plan</p> <p>The Governance action plan was discussed and updated accordingly.</p>	
6	<p>Reablement and Helpline and Response Redesign</p> <p>KD explained that this item is for information only. There are no financial implications involved with the redesign and no staff members will be at risk. The redesign is a realignment of the current services. The Response element will be managed alongside Reablement which will create a more fluid and flexible staffing resource. It will also improve consistency and safety for service users.</p> <p>NOTED: All Board members present noted the paper.</p>	
For Discussion		
7	<p>Integrated Care Organisation</p> <p>KD gave an update on the latest position and developments with the Integrated Care Organisation (ICO).</p> <p>MW gave an overview of the ICO from a commissioning perspective.</p> <p>KD explained that MioCare have been recognised as a core provider in the ICO.</p> <p>KD offered that MioCare has been progressing what a single blended community provider might look like in partnership with OMBC Adult Social Care and Pennine Care.</p> <p>MW stated that Greater Manchester team is now starting to gather momentum and that they are beginning to set out each locality's responsibilities.</p>	
8	<p>MD update</p> <p>KD gave an update on the following areas:</p> <ul style="list-style-type: none"> - All staff members within OCS have been written to regarding the changes to the contract as agreed as part of the pay and reward review and to date there has been good take up. - Recently held 2 'Getting in the Know' events at Chadderton Town Hall and both sessions were well attended with over 150 staff attending. The staff were given an update on the business and the staff awards and the new staff benefit scheme and staff survey were both launched. Positive feedback has been received from staff regarding the events. - The staff survey deadline is December 2017 and in a separate exercise, 10 key stakeholders have been asked to provide feedback on MioCare. 	

	<ul style="list-style-type: none"> - Paul Whitehead will leave the MioCare Group on 31st December 2017. - Karen Wilson has been recruited as the new Business Support Manager. - The management team are currently looking at translating the strategic objectives for the company and the business plan into service plans for each service we deliver. Workshops are currently being held with the Service Managers. Once agreed, the service plans will be reviewed at the Operations Committee. - Work is progressing with the Supported Housing for Adults with a Learning Disability (SHALD) scheme. - The Shared Lives team have successfully recruited 10 prospective carers. They have completed the mandatory training which was provided, for the first time, by an external provider and the carers have now progressed to panel for approval. - The bed base at Medlock Court is currently under review and MioCare are working with commissioners to increase the number of Reablement beds. - Recently MioCare put forward a bid to provide a night team within Extra Care Housing. The bid was successful and the service will commence on the December 2017. The service will cover all 6 Extra Care Housing schemes across Oldham. <p>The following items were then discussed in more detail:</p> <p>There have been some changes recently regarding social care compliance and the issue of sleep ins. KD explained that MioCare’s exposure is minimal.</p> <p>The consultation related to the Supported Living management redesign has now been completed.</p> <p>CQC have requested provider information for 2 of our services, Hunt Lane and Medlock Court.</p> <p>Chair formally thanked Paul Whitehead for his work at MioCare, especially around the work he carried out recently on the risk register.</p> <p>Chair asked that when the service plans are presented to the Operations Committee that they are linked where possible to KPI’s.</p> <p>ACTION: KD to ensure that Service Plans are presented at next Operations Committee.</p> <p>Chair also thanked KD for what was a very thorough and informative paper.</p>	
9	<p>Board Away Day</p> <p>KD confirmed that the Board away day will be held on Tuesday 19th December 2017, 2 – 6pm @ Ena Hughes.</p>	
10	<p>Management Accounts Period 10</p> <p>KD gave an update on the management accounts as they stand at period 10 and it was pleasing that all three companies had positive variances and across the group an</p>	

	operating surplus of £131k with a year-end forecast of a £36k surplus having delivered £275k of in year efficiencies / additional income.	
11	<p>Risk Management Framework</p> <p>KD provided members with an update on the risk register and explained that the register has been reworked around the 3 strategic objectives.</p> <p>KD stated that the risk register is managed by SLT however Service Managers are being asked to look at the risks associated with their service areas and it is hoped that this will filter down through the workforce.</p> <p>MW noted that the risks associated with integration and a change in the operating model has not been captured.</p> <p>KD replied that this will be discussed at the board away day and agreed that this needs adding to the register</p> <p>ACTION: KD to add risks involved with integration / change to operating model to risk register</p>	
For Decision		
12	<p>Pay and Reward Phase 1 Final Report</p> <p>KD explained that at September's Board meeting he reported on the pay and reward review outcomes for Oldham Care and Support.</p> <p>This report covers the activity that has been undertaken across the whole of the MioCare Group.</p> <p>AGREED: All Board members present agreed to support the recommendations presented in the report.</p>	
13	<p>Financial Directions</p> <p>KD explained that this is a revised version of what was previously agreed in April 2015. The changes are just cosmetic changes and include the change of name, becoming a CIC and that there is current no Finance Director in post.</p> <p>Chair stated that for future reference it would be useful if any changes were highlighted in red so they could be easily identified.</p> <p>APPROVED: All Board members present approved the revised financial directions and scheme of delegation</p>	
14	<p>New Board Member Recommendation</p> <p>KD informed Board members about the recruitment of a Non-Executive Director, Jeff Jones.</p> <p>AGREED: All Board members present agreed for Jeff Jones to be appointed from 1st</p>	

	<p>December 2017.</p> <p>KD also confirmed that Mick Ord has now left the MioCare Board, effective from 1st November 2017.</p>	
15	<p>Board and Committee Dates 2018</p> <p>KD has circulated Board dates for 2018 and explained that the Committee dates will be agreed in the new year.</p> <p>Agreed: The dates for the Board meetings were agreed by members.</p>	
16	<p>AOB</p> <p>There were no items raised.</p>	
	<p>Date and Time of next meeting:</p> <p>Monday 15th January 2018, 9.30 – 11.30am at Ena Hughes Resource Centre, Failsworth</p>	