



(MioCare Group CIC, Oldham Care and Support Ltd & MioCare Services Ltd)

**Minutes of the Board of Directors' Meeting
12th November 2018
Public Minutes**

Present:	<p>Board Members</p> <p>Cllr Fida Hussain (Cllr FH) – Chair</p> <p>Peter White – Deputy Chair, Non-Executive Board Member (PW)</p> <p>Jeff Jones – Non Executive Board Member (JJ)</p> <p>Cathy Butterworth – Non Executive Board Member (CB)</p> <p>Cllr Marie Bashforth (MB)</p> <p>Cllr Zahid Chauhan –Elected Member (Cllr ZC)</p> <p>Cllr Derek Heffernan – Elected Member (Cllr DH)</p> <p>Karl Dean – Managing Director (KD)</p>	<p>In attendance</p> <p>Valerie Perrins – Associate Director QPC (VP)</p> <p>Mark Warren – Shareholder’s Advisor & DASS (MW)</p> <p>Paul Wilkinson – Finance Manager (PWi)</p> <p>Karen Wilson – Business Support Manager (Minutes)</p>
Apologies:		<p>June Rainford – Associate Director OPS & COoH (JR)</p> <p>Diane Taylor – Associate Director LD & MH (DT)</p>

No	Agenda Item	Action
1	<p>In Confidence Section</p> <p>There were no items discussed.</p>	
2	<p>Welcome, Introduction, attendees and apologies</p> <p>Chair welcomed the Board members and officers joined the meeting. Apologies were noted from DT and JR.</p>	
3	<p>Declaration of Interest</p> <p>Cllr Chauhan is the Co-Chair of the Joint Commissioning Board of Oldham.</p> <p>Cllr Heffernan is a customer of Comfort Call and Chair of the Pennine Care NHS Joint Overview and Scrutiny Committee.</p> <p>MW is the DASS for Oldham and the MD for Community Health and Social Care</p>	

	Service	
For Information		
4	<p>Minutes of Last Meeting</p> <p>a) The confidential minutes of the last Board meeting held on 17th September 2018 were agreed as a true and accurate record.</p> <p>b) The public minutes of the last Board meeting held on 17th September 2018 were agreed as a true and accurate record.</p> <p>c) The Board action list was discussed and updated accordingly with acknowledgement of the actions yet to be completed.</p> <p>d) The Operations Committee minutes of the last meeting held on 8th October 2018 were approved.</p> <p>e) The Finance, Audit & Risk Committee minutes of the last meeting held on 15th October were approved.</p>	
5	<p>Governance Action Plan</p> <p>The governance action plan was discussed and updated accordingly. KD notified the members that a Board Away Day will be held in February 2019. KD informed members KW will contact them with possible dates.</p> <p>Action: KW to contact the members with prospective Board Away dates.</p>	KW
6	<p>MioCare Group Calendar</p> <p>VP advised of additions to the group calendar that provide an opportunity for the Board members to participate:</p> <p>19th December the Christmas ring round to Helpline customers. Shared Lives Christmas party is taking place on 7th December 2018. VP advised the Board dates for 2019 are in the calendar and the FAR and Operations Committee dates are yet to be agreed.</p>	
For Discussion		
7	<p>MD Update</p> <p>KD gave an update on the following areas:</p> <ul style="list-style-type: none"> - KD provided members with an update on health and social care integration in Oldham. - Oldham held a Devolution Difference event on 22nd October. The event was well received and over 350 people attended. It was a good showcase for MioCare. The event went well and has received positive feedback. - The Community Enablement transformation project is nearing implementation phase. Funding of £500k has been agreed. This will be a 	

	<p>single point of co-ordination for all referrals, one urgent response service, one intermediate care bed base and one team.</p> <ul style="list-style-type: none"> - As a Community Interest Company KD recommended to the Board the MioCare Group becomes an Action Oldham Fund partner Gold partner with a £5k investment. All funds to go community groups who work with Oldham's most vulnerable people. <p>Decision - Board members agreed to a gold level of membership.</p> <ul style="list-style-type: none"> - The Extra Care contract for all of Oldham's 6 schemes has now been tendered and the MioCare bid is to be submitted by Monday 3rd December. - GM Health and Social Care Partnership has recently launched a Learning Disability strategy. There are 10 key areas of focus that each locality has agreed to progress through a 100-day challenge. SLT will be supporting this work and look how MioCare Group can deliver this local strategy. A brief discussion was held around the monitoring of progress. It was agreed the Operations Committee would monitor this piece of work. <p>Chair thanked KD for an informative paper.</p>	
8	<p>Management Accounts</p> <p>PWi informed the members that the surplus at Month 10 for the consolidated group is £125k against a budget profile of £102k. MioCare Group CIC surplus was £27k, OCS surplus was £69k and MioCare Services £29k. The forecast for year end is a forecast of £58k surplus.</p>	
9	<p>Draft 2019 Budget</p> <p>The draft budget at this time shows a consolidated group wide position of a £66k surplus.</p> <p>Members thanked PW for his hard work and diligence.</p>	
10	<p>Risk Report</p> <p>KD presented the risk paper to the Board members and advised 1 new risk had been added. A discussion was held around the number of red items in the risk register and it was agreed dedicated time would be made available at January Board meeting to discuss and review the risk register.</p> <p>Action – KD to assign dedicated time at January Board meeting to discuss and review the risk register.</p>	KD
	For Decision	
11	<p>Union Recognition</p> <p>KD presented the paper and recommended to the Board that the MioCare Group should recognise the trade unions across all three companies.</p>	

	Decision: There was agreement to the recommendation and KD was delegated to agree the final agreement and sign on behalf of the MioCare Group.	
12	<p>Internal Audit Governance Report</p> <p>KD presented a summary of the internal audits completed to date and required actions</p> <p>Decision: There was agreement to the recommendations.</p>	
12	<p>AOB and Close</p> <p>No further business. Meeting closed at 11.35am</p>	
13	<p>Date and Time of next meeting</p> <p>Monday 14th January 2019, 9.30–11.30am at Ena Hughes Resource Centre, Failsworth.</p>	