**(MioCare Group CIC, Oldham Care and Support Ltd,
MioCare Services Ltd)
Minutes of the Board of Directors' Meeting
8th July 2019
Public Minutes**

Present:	Board Members	In attendance
	Peter White – Deputy Chair, Non-Executive Board Member (PW) – Chair	Valerie Perrins – Associate Director QPC (VP)
		June Rainford – Associate Director OPS & COoH (JR)
	Jeff Jones – Non-Executive Board Member (JJ)	Diane Taylor – Associate Director LD & MH (DT)
	Cathy Butterworth – Non-Executive Board Member (CB)	Mark Warren – Shareholder's Advisor & DASS (MW)
		Paul Wilkinson – Finance Manager (PWi)
	Cllr Zahid Chauhan (Cllr ZC)	Karen Wilson – Business Support Manager (Minutes)
	Cllr Steven Bashforth (Cllr SB)	
	Karl Dean – Managing Director (KD)	
Apologies:	Cllr Louie Hamblett (Cllr LH)	

No	Agenda Item	Action
1	**In Confidence Section** There were no items to discuss.	
2	**Welcome, Introduction, attendees and apologies** PW welcomed all attendees and introductions were made by all present. It was noted that due to the recent changes to Board membership that on this occasion PW would chair the meeting. Cllr SB the recently appointed new Chair of the Board would take over from the next meeting. Cllr LH who was due to attend the meeting had offered apologies.	
3	**Declaration of Interest** There were no declarations of interest to be made.	
	For Information	
4	**Minutes of Last Meeting** a) The confidential minutes of the last Board meeting held on 11th March 2019 were agreed as a true and accurate record. b) The public minutes of the last Board meeting held on 11th March 2019 were agreed as a true and accurate record. c) The Board action list was discussed and updated accordingly. d) The minutes of the Remuneration Committee held on 11th March were agreed as a true and accurate record.	

	e) The minutes of the last Operations Committee held on 3rd April 2019 were agreed as a true and accurate record. f) The minutes of the last Finance, Audit and Risk (FAR) Committee held on 9th May 2019 were agreed as a true and accurate record.	2
5	**MioCare Group Calendar** The Group calendar was noted. KD proposed the Board meeting scheduled on 9th September be rescheduled to October with a 4pm start time be arranged. A Board Away Day will be scheduled for a mutually convenient date in September. VP informed members the "Getting in The Know" staff event will take place on the 11th or 18th September, date to be confirmed. There will be a morning and an afternoon session and members are encouraged to attend. An event will take place to celebrate a very successful first half of the year including the recent CQC and Autism Accreditation outcomes. The event will take place in MILES@Ena on Thursday 18th July 5-8pm. Members are welcome. **Action: Dates to be agreed for a Board Away Day in September and a Board meeting in October.**	KW
6	**OCS Grading Structure** KD informed members that following the Remuneration Committee in March 2019, he had delegated authority to negotiate with the trade unions to reach a collective agreement to amend the grading structure within Oldham Care and Support and he was able to do this.	
	For Discussion	
7	**Committee Update** KD informed members that this was a new paper which will provide the Board with a summary of the recent meetings of the Operations Committee and Finance, Audit and Risk Committee with each respective chair leading on the item. PW and JJ both gave an update on their respective committees. **Actions:** **A presentation to be given on the group's quality assurance framework at the next Board Away Day** **The benefits of recording digitally and the cost of its investment is required at the next Board Away Day**	KD&JJ KD
8	**MD Update** KD gave an update on the following areas: - A sector update including further delays to the Green Paper, the recent panorama programme at Whorlton Hall**,** The Mental Capacity Amendment Bill and Liberty Protection Safeguards (LPS) and the new Chief Inspector of Adult Social Care at the CQC. - The most recent set of management accounts at P.5 reveals a better than budget performance year to date with the consolidated position across the group.	

	- The progress against the agreed MioCare Group Objectives 2019 deliverables are mostly on track with 3 of them complete and 2 overdue. - VP introduced the new MioCare Group Corporate Performance Dashboard and advised it represents a summary of data that is reported into Committee's. This was very well received by Members and thanks was given to VP. - Following a thorough recruitment process that involved Board member Cathy Butterworth, an appointment to the Director of Care has been made. - Developing the Group training offer continues to be a priority with higher levels of mandatory training circa 80 staff have completed or are completing Level 2, 3 and 5 qualifications. - The organisation enters the last 6 months of the 2020 vision with much of the business plan successfully delivered. It is recommended the Board and SLT think about the future direction of the Group and how this will impact on future strategic objectives, values and business plan. - A new pay roll system called iTrent will be implemented late 2019 which will rely on a self-service and digital platform. - From 2020 a full year's Governance meetings will be planned to reflect the quarterly meeting cycle. A request for a Board Away Day in September and a rescheduled Board meeting in October was accepted. - Since the last Board meeting 3 CQC inspections have taken place which have all gone very well and the reports received for Extra Care and Supported Living/Shared Lives awarded a rating of "Good" in all areas for both services. We await the Reablement service inspection report. - The Autism Accreditation inspection also took place in June and the positive feedback at the end of the visit strongly indicated that the accreditation would be retained. - The implementation plan in Extra Care has been well executed and the new schemes have integrated well into the portfolio. - Holly Bank Apartments, formerly known as SHALD is well advanced the first cohort of residents will move in to the scheme in November. PW thanked KD for the paper **Actions:** **The next phase of the MioCare Strategy to feature at the next Board Away Day** **KD to send CQC final reports to Board members**	 **KD** **KD**
9	**Management Accounts Period 5/6** PW reported that the deficit for the Group at Month 6 is £9k, compared to a budget deficit of £16k. The forecast is an overall deficit of £123k.	
	For Decision	
10	**Final Budget 2019** PW presented the final version of the 2019 which was delayed due to agreeing the management fee with the Council. The revised budget was presented to the Finance, Audit and Risk Committee on 9th May 2019 and the budget proposed to Board was a deficit of £135k which would be met through group reserves. PW said that time should be made for efficiencies, considerations and consequences at	

	the Board Away Day.	
	Action: Efficiencies, considerations and consequences around finances to be made at Board Away Day.	**KD**
11	**New Risk Register**	
	KD advised members that after various discussions with Board a new approach to identify and prioritise the current risks to MioCare Group was needed. A dedicated session at the last FAR Committee meeting took place with an approach of starting afresh rather than using the existing risk register as a reference point. Findings were presented at the Board. Members approved the new risk register.	
12	**Oldham Cares Integration Agreement**	
	KD informed members the paper details the arrangements for the system leadership responsibilities for the MD of MioCare for Enablement following the transfer of the community health contract from PCFT to SRFT/NCA on July 1st. This was approved in principle with a request that KD ensures PW is satisfied with the version.	
13	**AOB and Close**	
	PW acknowledged thanks to the Board members who had recently left the Board namely Cllr Fida Hussain, Cllr Derek Heffernan and Cllr Marie Bashforth.	
	Next Meeting	
	Date to be confirmed.	