



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

Minutes of the Board of Directors' Meeting

Thursday 22nd October 2020

Via MS Teams 4pm

Public Minutes

Present:	<p>Board Members</p> <p>CLlr Steven Bashforth (CLlr SB) – Chair</p> <p>CLlr Louie Hamblett (CLlr LH)</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>Karl Dean – Managing Director (KD)</p>	In attendance
Apologies	CLlr Zahid Chauhan (CLlr ZC)	<p>Mark Warren – Shareholder’s Advisor & DASS (MW)</p> <p>Paul Entwistle – Director Legal Services, Oldham Council (PE)</p> <p>Danny Jackson – Finance Manager (DJ)</p> <p>Karen Wilson – Business Support Manager (Minutes)</p>

No	Agenda Item	Action
1	Confidential – Board Members Only No items to discuss	
2	Welcome, Introduction, attendees and apologies SB welcomed all attendees.	
3	Declaration of Interest MW is the MD of the Community Health and Adult Social Care Service (CHASC) & DASS for Oldham. MW is also the Shareholder’s Advisor to the Board.	
For Information		
4	<p>Minutes of Last Meeting</p> <p>a) The confidential minutes of the last Board meeting held on 23rd July 2020 were agreed as a true and accurate record.</p> <p>b) The public minutes of the last Board meeting held on 23rd July 2020 were agreed as a true and accurate record.</p> <p>c) The Board action log was discussed and updated accordingly.</p> <p>d) The minutes of the last Operations Committee held on 27th August 2020 were agreed as a true and accurate record.</p> <p>e) The minutes of the last Finance, Audit and Risk (FAR) Committee held on 9th September 2020 were agreed as a true and accurate record.</p> <p>In reference to October 19/8 of the action log; KD suggested he contact the Chair of Board to proposed approach of progressing Board Member development and appraisals.</p> <p>Action: KD & CLlrSB to discuss development and appraisals of Board Members</p>	KD&SB

	For Discussion	
5	<p>Operating Environment Update KD provided Board Members with a presentation on the current operating environment for the group and covered 4 key areas which were then discussed by members.</p> <ol style="list-style-type: none"> 1. The latest on COVID-19 in Oldham 2. MioCare Group Covid-19 impact and challenges 3. Integration update 4. The Council financial challenge impact on MioCare <p>Thanks, was offered to KD for the presentation.</p>	
6	<p>Committee Updates – Key Matters As Chair of the Operations Committee, PW advised the main focus of the recent meeting was integration and potential savings impact. As members might expect It was a meeting dominated by the challenges of Covid-19.</p> <p>As Chair of the Finance, Audit and Risk Committee, JJ advised that the recent meeting was also primarily concerned with the impact of Covid-19. At future FAR Committee meetings Service Managers will attend to discuss the risks in their service. Financial performance and the resources needed over the winter was a focus. The risk register review focused on the appropriateness of the proposed additional actions to reduce the scores.</p>	
7	<p>MD Update KD reminded Board Members that this paper provides an organisational update with regard to items not covered elsewhere on the agenda. KD gave an update in the following areas:</p> <ul style="list-style-type: none"> – NHS England has launched its ‘implementing phase 3’ response to the Covid-19 pandemic. – The Department of Health and Social Care has published the ‘Adult Social Care Corona Virus (Covid-19) Winter Plan 2020-2021’. – The Infection and Prevention Control grant has been extended. – Winter and Covid-19 may impact the ability to deliver some 2020/21 objectives. – Following engagement with Board members and Council Executives, MioCare will not be progressing voluntary options for the workforce. – The 2020 staff awards ceremony was delivered virtually. It was well received across the Group. The 2021 awards are booked in for July next year. – Medlock Court is starting to fill up and increasingly taking more complex people. The team are adapting well to the challenge and achieving good outcomes for people previously deemed too complex for Medlock Court. – A further 3 residents are being transitioned and expected to move into Holly Bank before Christmas. Work is underway with Adult Social Care to identify an appropriate second cohort of residents. There are some problems with the building that are being raised with the necessary stakeholders. <p>KD was offered thanks for the report.</p>	
8	<p>Assurance Report VP informed Board Members that the information referenced in this report had been cited at one or both Committees. VP updated in the following areas:</p> <ul style="list-style-type: none"> – Routine compliance activity has been reinstated and therefore the corporate 	

	<p>performance dashboard will be produced in the next reporting period.</p> <ul style="list-style-type: none"> – Revisions of the Risk Register were accepted at the recent FAR Committee. – Further CQC interview under the Emergency Support Framework for Medlock Court has been completed. The service was assessed as ‘managing the impact of the pandemic well’. A copy of the report is attached. No notifications for Reablement or the Respite service have been received to date. – The spotlight review process will recommence from November. – There has been a slight increase of staff absence related to Covid-19. This will be closely monitored over the coming weeks. – The flu vaccination programme is underway with clinics at various locations. Staff are being encouraged to uptake. – IPC remains the focus this period. Guidance is regularly reviewed and procedures and routines are amended when necessary. – The supply of PPE requirements is closely monitored. We are confident there are no issues with supplies at this time. – The Health & Safety Committee meetings will resume this month. Service specific reporting will be shared with the FAR Committee for review. – The NHS Data Security & Protection Toolkit has been fully completed for the Group with all standards met. – A new Covid-19 response plan is being developed to help prepare for the next phase of the pandemic. The plan will be presented to both Committees for further scrutiny. – Work is ongoing to plan for the Winter period. <p>VP was offered thanks for the report.</p>	
9	<p>Management Account Period 9</p> <p>KD formally introduced DJ to Board members and informed that DJ had been working with the Finance team since the beginning of August to provide senior financial support to the group.</p> <p>DJ informed the Board Members that at Month 9 the operating position was a surplus across all 3 companies was £165k and whilst favourable this was an artificial position to the impact of Covid-19 and considerable costs will be incurred in the remainder of the year.</p>	
For Decision		
10	<p>Council Governance Proposal for MioCare Group</p> <p>PE, the Director of Legal Services with Oldham Council advised members that Oldham Council was looking to agree a consistent approach for the governance of wholly owned companies. A paper would follow to MioCare Board members for consideration.</p>	
11	<p>AOB</p> <p>Chair wished to offer thanks to the SLT and MioCare Board members for the hard work completed for the good of MioCare.</p>	
	<p>Next Meeting</p> <p>Thursday 22nd January 2021 4pm – 6pm</p> <p>MS Teams</p>	