



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

Minutes of the Board of Directors' Meeting

Thursday 15th April 2021

Via MS Teams 10am

Commercial in Confidence

Present:	Board Members Cllr Steven Bashforth (Cllr SB) – Chair Cllr Louie Hamblett (Cllr LH) Peter White – Deputy Chair, Non-Executive Board Member (PW) Jeff Jones – Non-Executive Board Member (JJ) Cathy Butterworth – Non-Executive Board Member (CB) Karl Dean – Managing Director (KD)	In attendance Diane Taylor – Associate Director (DT) Val Perrins – Associate Director (VP) Helen Ramsden – Council/Shareholder Representative (HL) Danny Jackson – Finance Manager (DJ) Karen Wilson – Business Support Manager (Minutes) Mark Warren – Shareholder’s Advisor & DASS (MW)
Apologies	Cllr Zahid Chauhan (Cllr ZC)	

No	Agenda Item	Action
1	Confidential – Board Members Only There were no items of business discussed.	
2	Welcome, Introduction, attendees and apologies The Chair welcomed everyone to the meeting and introductions were made.	
3	Declaration of Interest There are no declarations of interest	
For Information		
4	Minutes of Last Meeting <ol style="list-style-type: none"> a) The confidential minutes of the last Board meeting held on 21st January 2021 were agreed as a true and accurate record. b) The public minutes of the last Board meeting held on 21st January 2021 were agreed as a true and accurate record. c) The Board action log was discussed and updated accordingly. d) The minutes of the last Operations Committee held on 23rd February 2021 were agreed as a true and accurate record. e) The minutes of the last Finance, Audit and Risk (FAR) Committee held on 16th March 2021 were agreed as a true and accurate record. 	
For Discussion		

5	<p>Oldham Council Budget Challenge</p> <p>DJ gave a presentation to Board members to provide further understanding of the Council budget challenges and the implications of it for CHASC and MioCare. The presentation covered:</p> <ul style="list-style-type: none"> • Medium Term Financial Strategy • Financial Challenges Pertinent to the Group • COVID • Budget Gap • Budget Reduction Proposals • Implications for MioCare <p>PW asked how likely a 2% increase in Council Tax in the form of a precept was to contribute to the Adult Social Care (ASC) budget was. CllrSB had approved an increase and offered that Councils cannot afford the levels of investment ASC requires because the demand continues to grow year on year and a solution is required nationally. PW stated that this way of budgeting impacts on the ability to plan effectively. KD offered that social care reform discussions are taking place regarding a sustainable approach to funding the sector.</p> <p>HR stated that Helen Whatley the Minister for Care is determined to reform social care. The pandemic has put a spotlight on the fragility and needs of the ASC and has also highlighted an increase in the complexity of people.</p>	
6	<p>Committee Updates – Key Matters</p> <p>As Chair of the Operations Committee, PW advised the minutes of the recent meeting are available within the Board packs and the main areas discussed at the recent meeting are:</p> <ul style="list-style-type: none"> – Good discussion was had regarding spotlight reviews and from a Committee perspective, the annual summary provided gave good reassurance. – Despite all things COVID there were some significantly good results around training etc. – COVID data showed the figures are reducing throughout all services in the Group. <p>PW closed the update by stating it was a very good meeting which emphasised there has been some good performance throughout the organisation in exceptional circumstances.</p> <p>As Chair of the Finance, Audit and Risk Committee, JJ advised the main areas discussed at the recent meeting were:</p> <ul style="list-style-type: none"> – COVID funding and efficiencies. – Assurance from the external auditors around the rules and regulations for the Covid funding was requested. – The internal audits are back on track after delays from COVID. – Compliance update. – A review of the Shared Lives service was provided from the Service Manager. <p>JJ closed the update by stating overall there was good debate about risk. It was agreed that KD, with support from JJ, would provide a paper at July’s Board meeting showing a 12-month plan of the risk approach derived from the Risk Workshop Summary.</p>	
7	<p>MD Update</p> <p>KD gave an update in the following areas:</p> <ul style="list-style-type: none"> - An end of year position of progress against the revised MioCare Group 2020/21 objectives. 	

	<ul style="list-style-type: none"> - Arrangements for the Oldham Integrated Care Partnership continue. Comprehensive feedback has been provided on the integration agreement which will feed into the next iteration. It is hoped that a shadow board will be in place by September 2021. A detailed update will be given at Board in July. - A paper on the financial health of MioCare was presented at the Council's Performance and Value for Money Committee. The paper landed well and good feedback was received around MioCare's role facilitating the pandemic. - CHASC workforce briefings are planned in April followed by MioCare staff Getting in the Know staff engagements events are planned for May. All of the events will be via MS TEAMS and members are welcome at any of the MioCare engagements. - Following the completion of the Grassroots consultation the necessary savings of £70k were realised through voluntary redundancy and a member of staff returning to their substantive post. - With the exception of 1 staff member, everyone who was shielding has now returned to work supported by a comprehensive risk assessment. - A new Finance Manager called Tony Chan has been appointed and will join the company on Monday 7th June 2021. - A good standard of applications has been received for the post of Director of Care (DoC). Cathy Butterworth is supporting the process and members will be updated as these progresses. - SLT are looking to establish a Behaviour Specialist role for the LD and Autism portfolio of services. The role will also take the lead on Positive Behaviour Management training. - Good engagement from all teams has been received during the digital discovery project. Board members will be sited on the findings when the business case is produced. - Grant Thornton have been re-appointed as the Group's external auditors. The team will be on site in July. - 23rd September 2021 is the date set for the AGM and Staff Awards event. <p>KD concluded that over the past 15 months the organisation had faced a lot of work and challenges. The sense from the team is the Group has come through the pandemic stronger and more resilient with a positive impact on culture.</p> <p>CB advised she echoed the comments of KD and suggested the Board place formal appreciation for all MioCare Group leadership team over the last 15-month period.</p> <p>PW enquired if thought had been given about resuming face to face Board and Committee meetings. KD responded that he was keen but to some degree and the Team Oldham approach which is still being developed. MioCare's office estate is limited but thought will be given about what COVID secure Board meetings should look like.</p> <p>KD was offered thanks for the report.</p>	
8	<p>Assurance Report</p> <p>VP updated in the following areas:</p> <ul style="list-style-type: none"> - A risk workplan will be presented at June's FAR Committee meeting and then on to Board in July. Changes to the current risk register were also provided. - Medlock will continue to retain 'Designated Setting' status although this will remain under review. - An interactive briefing session has been commissioned in April for Registered Managers of all services about changes to the way CQC will inspect and regulate services. 	

	<ul style="list-style-type: none"> – The ‘Spotlight Review’ process has been re-introduced and progressing well. – An annual mandatory training compliance report was presented at Operations Committee. – The Corporate Performance dashboard was presented. – The COVID testing regime has been shared with Committees. It is refreshed as the guidance changes. – There is national debate about Government proposals to make COVID vaccination mandatory for health and social care staff working primarily in older persons care homes. – Health and Safety compliance reporting has resumed with reports provided at FAR Committee meetings. – Ena Hughes received an unannounced COVID spot check from Oldham Council Health and Safety team on 1st April 2021. Once again, the team confirmed that the building is COVID secure with no recommendations. <p>PW stated that the figures of the vaccination programme show good results and he would like staff to be made aware that all Board members strongly encourage staff to take up the vaccine offer for the safety of themselves, their family and the service users they support.</p> <p>Chair thanked VP for the update.</p>	
9	<p>Management Accounts Period 14</p> <p>DJ informed members that at Month 14 accounts had previously been presented to FAR Committee and challenge and scrutiny was provided by JJ, Chair of FAR Committee. DJ confirmed that the surplus across all 3 companies is £135k against a projected budget surplus of £20k with a projected year end surplus of £190k. A breakdown of the individual company performance was provided.</p> <p>Thanks, was offered to DJ for the report</p>	
	For Decision	
10	<p>MioCare Group Budget 2021/22</p> <p>DJ informed members the purpose of the report was to seek approval from members for the provisional 2021-2022 budget. DJ explained that the report is predominantly based on the 2020/21 operating position. The Adult Social Care market fees have yet to be approved by the Council. Additional COVID related grant funding that was announced by the Government and set to extend into 2021/22 has not been built into the budget. The summary budget position for the Group is an overall budgeted surplus of £66k.</p> <p>DJ concluded that although it is a prudent budget it is also ambitious, and everything should be caveated due to the uncertainty in the sector.</p> <p>JJ thanked DJ for the report and advised he encouraged the Group save as much money as possible with there being so many unknowns. J stated he was happy to approve the provisional budget. All members agreed the proposed 2021-22 budget.</p> <p>Decision: Board members approved the initial budget for 2021-2022.</p>	
11	<p>Strategic Plan Refresh and 2021/22 Objectives</p> <p>KD presented members with an annually update of the 2020-2023 plan and a new set of 2021-22 objectives proposed. An attempt had been made in the update to make the language and approach clearer in order to translate it more simply when cascaded down the organisation. The strategic objectives have been renamed as the strategic aims. These 5 strategic aims then translate into 8 annual objectives which are turned into</p>	

	<p>deliverables. KD closed the discussion by asking members to approve the 4 recommendations that are listed at 4.1 of the report.</p> <p>Decision: Board members approved the 4 recommendations listed at 4.1. of the report.</p>	
12	<p>AOB and Close</p> <p>KD offered thanks to members for the question and scrutiny around the budget challenge and strategic plan.</p>	
	<p>Next Meeting</p> <p>Wednesday 14th July 2021 10am – 12.00</p> <p>MS Teams</p>	