



Board Meeting

AGENDA

Thursday 11 August 2022 7pm on zoom

Co-operative Care Colne Valley is inviting you to a scheduled Zoom meeting.

Time: Aug 11, 2022 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/84388216341?pwd=QlNreEJ1bGttemtBYmIFbGt1RlR2QT09>

Meeting ID: 843 8821 6341

Passcode: 330031

One tap mobile

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1. Welcome/Present; Sue (chair); jon; jean; Charlene; steph; tracy joined later; jan
2. Apologies; Gabriel, Graham.

Services updates:

1. Minutes of last meeting – in next cloud;

Agenda rescheduled to allow Tracy to join.

2. Marketing – Steph – meeting with Mark Kelly next Thursday – a couple of local events in Slaithwaite in September – and a job fair in October – will send out details and ask for volunteers for these asap. As always concentrating on recruitment – will follow up in SLACK after meeting with Mark;
3. Business & Finance:-
 - i. Finance Group update – Jon’s Reports attached with new report; concern over ratio 94% - clearly this is excellent in terms of “productivity” rate – but very concerning in so far as loss being high this month. Jon will dig into this a bit further
 - ii. Standing Item – register of interest – none this month ;
4. Regulated Services:

Jean/Tracy/Sue – update:-

 - Council referrals list update – hoping that DB will be able to get this done during her phased return. Out of hours much improved with some staff taking responsibility on whatsapps which relieves pressure on person on call – additional training to be give to skill up selected Staff Members. Some concerns that consistency not being maintained albeit a much greater rota/run efficiency is being achieved currently. This will be given priority and hope to improve in September as a couple of User Members have expressed concern. This week has been difficult with a Staff member off with C19 – all staff stepped up brilliantly; Tracy taking back time for the calls she is covering;
 - Another staff member started this week, recruitment is still a high priority;

- Jan noted improvement in number of staff on contracted hours – giving us over 400 hours guaranteed cover;
 - Feedback from Charlene is that staff team really good, working well together and peer support is really appreciated;
 - Board keen to recognise everyone's effort, expertise and skill in tackling this difficult time. Tracy will let Board know if there is anything else we can do to help.
 - Staff support – cost of living crisis, although our financial situation is far from satisfactory Board does want to acknowledge and look at ways staff can be supported – particularly over coming winter months. Proposed that we look at paying staff from leaving home (incl. additional mileage) – Tracy and Clare will cost this up and report back to Board.
5. Any other business;
- AGM – setting provisional date and what format it should take – agreed at last meeting Action Group in August to plan – (Jan will liaise with Graham to coordinate and invite Staff members to join);
 - Veronika has received confirmation that PtC Grant has closed and been completed. V will update on next steps in due course. Draft proposals for grant funding working with Gill Bond and Simon from Watershed – some match funding may be available locally so keeping an eye on cut off dates;
 - User Member Contracts – it has come to light that these do not currently make adequate provision for UM's going in to respite care. Charlene advised that other company's charge a "retainer" in these situations – no decision reached, suggest Clare, Jan and Sue look at this and come up with suitable addition/amendment to Contract.
6. Date of next meeting: Thursday 8th September @ 7pm.