



Board Meeting

Meeting Notes

Thursday 8 September 2022 7pm on zoom

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

Topic: Board

Time: Sep 8, 2022 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/85735899382?pwd=RFpKUmVrUm82QTJnYSs0c1E1MGFXQT09>

Meeting ID: 857 3589 9382

Passcode: 335950

1. Welcome/Present; Graham Mitchell; Jean Parker; Sue Richards; Clare Collis; Nicola Byrne; Charlene; Steph Bradley; Jon Walker; Jan Walters; Tracy McHugh.
2. Apologies; Gabriel, Veronika.

#### Services updates:

1. Minutes of last meeting – in next cloud;
2. Regulated Services:
  - Jean – no reg. services meeting this month as a number of smaller meetings being held with various members of the team in terms of day to day operations and support for Tracy and Clare; significant focus and efforts being made to ensure Contracted hours are being worked in full or as near as possible.
  - User Member Contracts – amending terms to deal with situation of UM going in to respite – Danielle looking in to what other firms do and RS's will come back with recommendations.
  - Sue – struggling with on call prioritizing – as only 2 of them – both Sue & Tracy are at the end of their tethers and a solution needs to be found as a matter of urgency – they are working on it. Will probably need a Budget to employ someone specifically for this role and/or training members of existing staff team.
  - Council referrals list – Completed application – Kirklees have not come back to us yet – likely to be reviewed October; recruitment is still an issue and we current have more UM's waiting for our services than we can accommodate; Sue will contact KC to see what she can find out in terms of numbers, rates and whether there are any opportunities for further funding support.
  - Costs for additional travel (arising from last meeting) – will roll into our bigger discussion of staff rates generally and what we can do to entice more staff;
  - Recruitment – what are the barriers – money; jobs market generally – goodwill is low “burnt out” – we need to do some financial analysis and could consider additional funding. Graham, Jon and Tracy will meet to take this forward 9am Wednesday 14th.
3. Marketing – Steph and Mark – want to know how they can help best with recruitment. HD connect does not seem to be working well enough to justify cost so Steph is going to suspend for a few months to see if can we find anything free. Advertising on line – facebook; google ads – even if we have to pay something. Charlene happy to be involved. Clare offered to find out how each of our current staff members found us. Agreed that we will not do the job fair discussed in SLACK.
4. Business & Finance:-

- i. Finance Group update – Jon’s Reports attached. Last month was again affected by UM’s in respite, staff holidays and contracted hours not being utilised. Acknowledged that we may need to seek out some additional funding to ride out the next period which is likely to bring new difficulties in terms of staff and UM finances – Sue will speak to KC; Graham mentioned that the CoopsUK booster scheme has just relaunched – we could consider using AGM as an opportunity to reach out to members. Jon will need to revise projections and will also, as per item under Reg Services look at outcomes for raising staff wages to increase our capacity to take on more work as quickly as possible.
  - ii. Standing Item – register of interest – none this month.;
5. Any other business;
- AGM – Graham and Jan yet to meet – arrange in next week/10 days
  - Sharing Care update from Veronika (also saved in SLACK):-

“I have a brief update to share about the community based work

- we’re working on the Awards for All Lottery bid with Simon; have a general sign off from Gill from Watershed and waiting to hear more from her re when we can explore this in more detail
- one we know that I will call an action group together with Watershed team to make sure we are all on board and know what’s going to happen
- alongside this, we know that Do Something Now from KMC has a deadline early November - we will be ready to submit for matchfunding to the Lottery bid then - working through what we need to do with KMC to be able to apply
- working through some more membership related follow up slowly but steadily (will continue when back)”

Jan also mentioned an NHS funding opportunity around “personalised” care – up to £18,000 – forwarded to Veronika and Simon to see if it would usefully fit in for us at this point – short deadline 30/09 so we need to assess quite quickly.

- Graham & Sue talk to Green Councillors 07/09/22 – talked about our project – not much feedback – representatives were taken up with cost of living crisis (G&S pointed out that social care is part and parcel of cost of living crisis) – some connections made. Graham followed up today with an email of slides etc;
6. Date of next meeting: Thursday 8<sup>th</sup> September @ 7pm
7. Next action group dates and subjects:-
- AGM planning
  - Wednesday 14<sup>th</sup> 9am – Graham/Jon & Tracey for a preliminary meeting to discuss rates of pay etc.
  - Friday 16<sup>th</sup> Staff appreciation morning 10-1pm