

## Board Meeting

08/12/22

on zoom

### 1. Welcome/Present: Jean, Jon, Charlene, Nicky, Graham, Danielle, Jan

### 2. Apologies: Steph, Gabriel, Clare

Graham noted that it's great that we have Charlene as a staff member on the board.

This brings with it some interesting issues and challenges - and we want to just put it out there, so that we deal with it openly. We discussed that being on the Board there is often a notion that people represent a specific group. All Board members are responsible for the whole organisation. Charlene will bring staff's perspective and there isn't an obligation on Charlene to consult staff, the whole board needs to consult and work with staff.

We want to be explicit that there will need to be separation between the roles that we have - and that can be tricky, we need to bear that in mind. It can be extra tricky in specific relationships. We want to be ready to flag up issues and approach it openly. All this can be especially difficult for Charlene.

This might mean that sometimes we step out of meetings/decisions and we will do our best to make it work and will work through things together. Charlene shared that she has some previous board experience, which is useful. Graham encouraged everyone to share concerns and flag issues early so that we can address them, we don't want upset and concern. We discussed some ways in how we could be doing this.

### 3. Election of new officers

There are 3 roles: Treasurer, Secretary and Chair.

Treasurer - Jon

Secretary - Veronika

Chair - Graham

all happy

### 4. Regulated Services: summary attached

Jean updated - everything is ticking over

Nicky is supporting policies review

Kirklees registration is now due by the end of January - we could start taking people on mid February

the key worker training is continuing

recruitment of staff & user member is slow but steady - 3 user members starting 12/12 bringing over 20 hours a week; there are 3 more waiting on the list

staff: starting staff can offer around 88 hours, starting now right through till January

we have about 146 hours a week at this point

question about Kirklees registration: Sue met one of the Kirklees officers and the panel that decides on this meet every 3 months; we will have support from them

we know that Kirklees clients will be part of how we work, there are not many people waiting, we also have enough people who self-fund & direct payment

Danielle noted that 9 out of 10 people who come to us are word of mouth referrals

there are 80 providers at the moment in Kirklees

we had some further discussion about this

we also acknowledged that it has been a real struggle to understand the landscape and as a small organisation there is no support for a social care start up, there is no recognition of benefits of being a co-op - we want to keep an eye on how we do keep this in mind and keep chipping away

## **5. Business & Finance:**

- Finance Group update – Jon's Reports

for the first time we are below £50k

there has been a drop in work/income

the news about upcoming work is welcome

we've had a discussion about charging/pricing structure

- Business Development Group - update

Clare is now doing weekly operational figures to get a better overview - useful

the business development group is meeting on Monday morning

Michael Blake will join the business development group to share his take on things

- Standing Item – register of interest – new Contract for NI

it's a both a new contract and new arrangement

the changes have been agreed at the previous meeting

## **6. Sharing Care – funding update – Veronika**

we haven't received Community Plus Fund - negotiating re feedback so that we are in better position for next time awaiting Awards for All - we'll know in February - there are options with Lottery and we will have a visit as well from the local Lottery officer

V+G went to CCIN conference and made links there

Islington Council - Graham made connections there; other call 19th 4pm to take forward - there will be ways forward

also connections with Co-operative Futures and event/cooperation in Oxford area - will keep posted

## **7. Marketing Report – attached**

discussion about proposal around paying for the advertisement that is proposed by Steph

we'll revisit this in the new year is the conclusion

discussion about some of the things that we already have - videos etc, so that we can reuse those

we also have not done marketing budget - this will be reviewed and it will be clearer on how much there is there are other ideas from the team to take forward

## **8. Any other business:**

- Procedures & protocol – Sue

we've got too many policies and they are not very usable

Nicky is looking this overall

we're on with it and it's just taking time

longer term - we want this to be accessible online to us and to staff and then this will be part of offer for development

- Action Groups – consultation – Staff/Board working arrangements

staff gathering to talk about ways forward - re staff member on board - Danielle to arrange & Graham to write up something in prep for that

board & office get together so that we look at ways of working - Sue/Veronika to follow up

V to get new board members on Slack and then starting arranging meeting up with Charlene

Danielle shared updates for plans about Elf week and what the plans are.

Date of next meeting: Thursday 12 January (to consider in person)