

Minutes of Board meeting in Public
Held at 2pm in Meeting Room 1 & 2, Wem Town Hall
Monday 22nd January 2016

Present:	Carole Hall	CH	Chair
	Terry Harte	TH	
	Daphne Lewis	DL	
	Vanessa Barrett	VB	
	David Beechey	DB	
	David Voysey	DV	
	Jane Randall-Smith	JR-S	
	Steve Price	SP	
	Angela Saganowska	AS	

In attendance: Steph Dunbar Minute Taker

1. Welcome, Introductions and apologies

Apologies were received in advance from Anne Wignall, Mandy Thorn and Ann Furness.

2. Declarations of Interest

There were no declarations.

3. Election of new Board members

JR-S provided information on the three candidates who attended for interview: Steve Prices, Ann Furness, and Angela Saganowska. The Board discussed and approved the appointments.

4. Questions from the public- notified on advance

There were no questions.

5. Board meeting in Public held on 19th November 2015

a) Approval of minutes

The minutes were agreed for accuracy and signed by the Chair.

b) Action plan

It was noted that the Finance policy (4b) draft and Safeguarding policy update (4c) were being progressed by JR-S and would be submitted to the Business Committee for discussion.

c) Matters arising not on the agenda

There were no further matters.

6. Independent Health Complaints Advocacy Service (IHCA)- Outcome of bid

JR-S confirmed HWS successful application to provide the IHCA service in Shropshire. Development of a working group for implementation of this service was discussed and it was agreed that DV would chair this group.

Action: JR-S & DV to discuss

7. Governance

a) Risk Management

The updated matrix was agreed by the Board. It was noted that a workshop to review the matrix would be arranged by JR-S & SD.

Action: JR-S/SD to organise Risk management workshop

b) Environmental Policy

The policy was approved subject to minor amendments
Action: SD to update

8. Finance

a) Management accounts to end December 2015

The accounts were discussed and accepted by the Board.

9. Marketing

a) Update

AW provided an update on the marketing. It was noted that press releases for the new IHCAS service and new Board appointments would be circulated.

b) Spring event- April 2016

JR-S led a discussion regarding the potential for an event at the end of April to promote HWS's activities and impact.

The Board were in agreement with this event.

Action: JR-S and staff team to arrange

10. Reports

a) Chairs report

CH provided a verbal for information.

b) Board reports

Report provided for information.

c) Chief Officers report

Report provided for information.

11. Current Activities

a) Report from Enter & View Committee

VB provided a verbal update on Enter & View. There was a discussion about the involvement of people with learning difficulties undertaking Enter & View visits following the work undertaken with OSCA. JR-S noted that the work with OSCA would not be progressed immediately and the benefits of involving relatives of adults with learning difficulties in Enter & View were suggested.

Action: JR-S to discuss with E&V Officer

b) Report from Intelligence Committee

DB provided a verbal update.

12. Dates of Future Board meetings

Tuesday 24th May, 2pm, Shrewsbury- location TBC

13. Resolution to manage confidential business in a closed meeting

The resolution was passed.