Board meeting minutes

social care
institute for excellence **scie**

14 September 2006, 12-13.30
Avonmouth House, 6 Avonmouth Street, London SE1 6NX

1. Attendance (Board):

Allan Bowman (Chair), Ziggi Alexander, Shokat Babul, Peter Beresford, Ratna Dutt, Jon Glasby, Janet Lewis, Geraldine Macdonald, Terry Philpot, Roy Taylor and Gail Tucker

Staff:

Amanda Edwards (Head of Knowledge Services), Robert Howells (Staff representative), Bill Kilgallon (Chief Executive), Hilary Simon (Interim Head of Corporate Services), Nasa Begum (Principal Adviser Participation) - for items 6 and 7.

Apologies:

John Fenton and Diana McNeish

Welcome and announcements:

SCIE trustees and staff were welcomed to the meeting – including Hilary Simon, Interim Head of Corporate Services.

New publications since the 6 July board, forthcoming dates for the board, a media update and press cuttings were presented.

2. Minutes and matters arising:

Minutes of the board meeting held on 6 July 2006 were approved for signature and the report on matters arising was noted. The offer from Ratna Dutt of assistance from the Race Equality Foundation (previously known as the Race Equality Unit – REU) with alerting people to SCIE vacancies was welcomed.

3.1 Chair's report:

Allan Bowman referred to his written report and the opportunity his appointment had given to meet key stakeholders including ministers, chairs and chief executives as well as practitioners, service users and carers at SCIE events. He has visited key people in Wales and Northern Ireland. He also referred to contacts in Scotland where he considered there may be an opportunity to develop some work. He updated the Board on the Communications Strategy and the appointment of consultants to assist in this

work. The trustees discussed the decision to share in events organised by others this year, rather than organising further SCIE events and in this context members discussed working with Pavilion both in terms of events and publications. Terry Philpot declared an interest in that he undertakes work for Pavilion, and took no part in this discussion.

3.2 Chief Executive's report:

Bill Kilgallon introduced his report and also referred to the Government's launch of its Action Plan on Social Exclusion on 11 September which included reference to SCIE. The Plan raised the possibility of developing a Centre of Excellence in Children and Family Services, possibly built on SCIE's work. Trustees raised concerns about the lack of robust evaluation of programmes in this area and the shortage of researchers, particularly welfare economists but recognised that SCIE could make a substantial contribution to such work. The Chief Executive said that he would keep trustees informed of progress.

Trustees expressed their appreciation of the great contribution made by Enid Levin who retires from SCIE at the end of September. Her work over 40 years in social care and in particular her commitment to and support for service users and carers were highly appreciated.

Bill Kilgallon referred to a recent meeting with Care Forum Wales, an umbrella body for independent sector providers chaired by Shokat Babul and said that a full report on SCIE's work in Wales would be made to the next Board meeting.

4. Implications of an outcome based approach:

Amanda Edwards introduced a report on the implications for SCIE's work programme of applying an outcome based approach. The report was welcomed by trustees as a clear and helpful contribution to the discussion. The importance of developing outcomes determined by services users was stressed.

Action: It was agreed that a further report would be prepared applying such an approach to a major project in the work programme illustrating the impact right through the process.

Action: Jon Glasby offered to produce a further paper on this subject for the next board meeting.

5. Work in the stakeholder participation theme:

Nasa Begum introduced her report on work in this theme from the work programme. Trustees welcome the very significant progress made by SCIE in ths area and its

contribution to assisting other organisations in developing their policies and practice in respect of stakeholder participation. Trustees discussed the important work being done by SCIE and others in service user payments and the difficulties created for those in receipt of benefits. Trustees also referred to the very positive work undertaken with groups who are seldom heard and were pleased to see this work being given a higher profile in SCIE's publications.

6. Partners' Council membership:

Nasa Begum introduced her paper on the Partners' Council and explained the timetable for the evaluation project. Trustees agreed to offer a second term of office to some Partners' Council members in order to achieve continuity. It was agreed that Allan Bowman would succeed Diana McNeish as co-chair of the Partners' Council.

7. Work programme committee minutes:

The minutes of the work programme committee held on 20 June 2006 were noted. Allan Bowman referred to Roy Taylor's concern that the project on the social care contribution to civil disasters relief was being delayed and to the Chief Executive's attempts to find alternative sources of funding for this project.

8. Budget 2006-2007:

The board noted the budget for 2006-2007 which had been approved by the audit committee on 26 June with delegated authority from the board.

9. Trustees appointments:

The board expressed its thanks to Janet Lewis who was attending her last meeting as a trustee, and appreciation for her support and contribution to SCIE over the last 3 years.

Action: It was agreed that the Chair would select a panel of trustees to oversee the recruitment and conduct the interviews for new trustees for recommendation to the board.

10.

The next Board meeting would be held at 11.30am on 23 November 2006 at Prospero House, Borough High Street, London.

Approved

….................…………………….
Name:

Position:

Date:

ACTIONS FROM THE BOARD MEETING HELD ON 14 SEPTEMBER 2006:

1. Item 4: Implications of an outcome based approach:
Action: It was agreed that a further report would be prepared applying such an approach to a major project in the work programme illustrating the impact right through the process.

2. Item 4: Implications of an outcome based approach:
Action: Jon Glasby offered to produce a further paper on this subject for the next board meeting.

2. Item 9: Trustees appointments:
Action: It was agreed that the Chair would select a panel of trustees to oversee the recruitment and conduct the interviews for new trustees for recommendation to the board.