

Minutes from Board Meeting 17 September 2009

social care
institute for excellence



Minutes of the Board Meeting on 17 September 2009

Goldings House, 2 Hay's Lane, London SE1

Attendance (Board)

- Allan Bowman
- Andy Nash
- Ann MacFarlane
- Joanne Munyard
- Jon Glasby
- Mike Laureman
- Nadra Ahmed
- Peter Beresford
- Shokat Babul

Staff

- Julie Jones (Chief Executive)
- Amanda Edwards (Deputy Chief Executive)
- Stephen Goulder (Director of Corporate Services and Workforce Development)
- Majella Ahwieh (minutes)

Other attendees

- Shachi Patel (Buzzacott) – in attendance for agenda item 6
- Professor David Stanley (Chair, Social Care Research Ethics Committee) – in attendance for agenda item 9
- Deborah Rutter (Senior Research Analyst) – in attendance for agenda item 9

Apologies

- Brenden Keane
- Edwina Grant
- Ian Sutherland
- Jenny Owen
- Terry Philpot
- David Walden (Director of Adult Services)

Welcome and announcements

1. The Chair welcomed board members and listed apologies. The Chair asked Trustees to sign the conflict of interest form.

Minutes of the previous meeting and Matters arising

2. The minutes of the Board meeting held on 21 May 2009 were approved for signature. Members noted the matters arising from the previous meeting.

Chair's report

3. The Chair reported on meetings he had attended since the last Board meeting.
4. The Chair attended the Public Chairs' Forum which discussed the options if there were a change of government following the next general election.
5. The Chair is now a member of the NHS National Quality Board (NQB) and has also joined the NQB Prioritisation Committee.
6. The Chair met with Tim Chittleburgh, Chair of British Association of Social Workers, to discuss the government's suggestion that a college of social work be developed in the future.

Chief Executive's Report

7. The Chief Executive presented her report and highlighted the following points:
 - The Chief Executive and Deputy Chief Executive will be meeting in early October with Sir Roger Singleton to discuss SCIE's work on safeguarding children. Sir Roger is the government advisor for safeguarding children.
 - SCIE presented Social Care TV at the accountability review meeting at DH in early September. The response to the demonstration was very positive. Social Care TV will be launched at the National Children and Adult Services Conference (NCAS) conference in October.
 - SCIE will be signing a protocol with Agence Nationale De L'evaluation Et De La Qualite Des Etablissements Et Services Sociaux Et Medico-Sociaux (ANESM) in France in November.

- SCIE has now completed the work with the Kings Fund to assist the Care Quality Commission with the development of a draft 5 year strategy.
- The post of Social Care Practice Development Manager Northern Ireland will be advertised in the local press in Belfast during the last week in September.
- SCIE has developed the Leading the New Agenda leadership programme for the independent sector with Care Providers Alliance. Nick Johnson and Des Kelly have helped develop the content and have also promoted the programme through their networks.

Audit Committee Report

8. The Chair of the Audit Committee updated members on the last Audit Committee meeting held on 16 July 2009.
9. The Chair of the Audit Committee informed Trustees that the £10m restricted fund for the e-enablement work has not yet been spent. These funds will be spent during the financial year 2009/10 as planned.
10. SCIE now has adequate reserves to cover the current, and potential future, pension deficit, based on current actuarial assumptions.
11. The budget for 2009/10 was agreed by the board.

Action:

- Following a query from the board on consultants' fees, Stephen Goulder will produce a more detailed analysis of consultants' fees for the next private board meeting.
- At the next board awayday on 28 January 2010 the board will discuss the potential of diversifying SCIE's funding.

Annual reports and accounts

12. Shachi Patel, Buzzacott, joined the meeting to present the annual report and accounts for the financial year ended 31 March 2009 for Board approval.
13. Shachi Patel report that one minor amendment had been made to the accounts. The revised paragraph stated that SCIE will support the development of the National Skills Academy for Social Care which is expected to receive 'National Academy status in September and be formally launched in October 2009. Its accounts will formally separate from when it becomes a recognised charity. SCIE will also work to

support the implement the implementation of the Adult Workforce Strategy '*Working to Put People First*'.

14. Shachi Patel thanked the Head of Finance and her team for their support throughout the audit process.

15. The board approved the accounts.

Shaping the Future of Care Together

16. Julie Jones updated the board on SCIE's involvement in the Big Care Debate and the Green Paper proposals for an organisation to establish the evidence base for care and support.

17. SCIE's has been involved in the Big Care Debate:

- Developing a full and formal response to the green paper.
- Developing a submission to the Health Select Committee on the green paper.
- Responded positively to the Kings Fund request to do some joint work around the green paper.
- Looking at the scope to hold an expert seminar on the green paper in October for key stakeholders.

Action:

- The Chief Executive will update board members between meetings on SCIE's progress and contribution to the Big Care Debate and the Green Paper.

Safeguarding children

18. The Deputy Chief Executive presented a report on SCIE's work on safeguarding children to the board.

19. SCIE's children's work is now in a different position as DCSF have withdrawn the funding they used to provide to SCIE. DH has agreed that relevant work on children and families can be funded from the core grant. SCIE therefore needs to identify funding for its work on children and families.

20. CIE is leading on C4EO work on vulnerable and safeguarding children which is funded by the Centre.

21. SCIE has put proposals forward to the regional offices to fund some of SCIE's work on safeguarding children.

22. SCIE is presenting the 'Learning Together' work at all 3 party conferences.

Action:

- The Director of Adults Services will present a paper on adult safeguarding to November or March board meeting.

Social Care Research Ethics Committee

23. Professor David Stanley and Deborah Rutter joined the meeting for this item.
24. Professor Stanley presented a report on the Social Care Research Ethics Committee to the board and highlighted the following points:
25. Professor Stanley thanked Deborah Rutter and Stephen Goulder for the support and help as SCIE is the appointing authority for the Committee.
26. The committee received a very positive response to the advert for members to join the committee. 30 applications were interviewed at the beginning of this year and 15 committee members were appointed.
27. The Committee would like to establish a new advisory group to help with engaging stakeholders, provide feedback from research community, advise the committee on appeals and disputes and provide expertise to the National Research Ethics Advisors.
28. The agreed the established of an advisory group for the committee.

Performance reports

29. The Director of Corporate Services presented the performance reports.
 - The work programme progress report covered the period up to 31 July some of the project status may change in September
 - SCIE is holding £10m for e-enablement work. The Director of Corporate Services will bring a report to the Board in November on the work and expenditure.
 - The updated Risk Register now includes the Green Paper. The social care journal has been deleted from the register.
30. The board noted the report.

Equality and diversity progress report

31. The Director of Corporate Services presented this report for information to the board.

Annual Agenda Plan

32. The board noted the annual agenda plan.

Any other business

33. The Chair thanked outgoing Trustees Jon Glasby, Peter Beresford and Terry Philpot for their support and contribution to the board and to SCIE.

34. The Chair also thanked, and presented certificates to, Angela Upton and Mavis Taylor for their long service to NISW and SCIE.

Date of Next Meeting

35. 19 November 2009

Approved:

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Name:

Position:

Date: