

## Board Meeting

Date: 26 May 2011

Where: Goldings House, 2 Hay's Lane, London SE1 2HB

### Attendees (Board)

- Allan Bowman, Chair
- Ann Macfarlane
- Ian Sutherland
- Joanne Munyard
- Louise Brown
- Mario Kreft
- Mike Lauerman
- Sukhvinder Kaur Stubbs

### Attendees (Staff)

- Julie Jones (Chief Executive)
- Amanda Edwards (Deputy Chief Executive)
- David Walden (Director of Adults Services)
- Stephen Goulder (Director of Corporate Services and Workforce Development)
- Laura Boyd (staff representative)
- Kim Rutter (Marketing and Communications Manager) - for item on new media
- Jez Macdonald (Head of Web Development) - for item on new media
- Majella Ahwieh (notes)

### Apologies

- Andy Nash
- Jenny Owen
- Nadra Ahmed
- Samantha Hudson
- Stephanie Palmerone

## **Apologies and welcome**

1. The Chair welcomed the board and listed apologies. The Chair asked Trustees to sign the conflict of interest form.
2. The board observed a minute's silence in remembrance of Nasa Begum who has died.

## **Minutes of the previous meeting**

3. The board agreed the minutes of the previous meeting held on 24 March 2011.

## **Chair's report**

4. The Chair reported on meetings he had attended since the last Board meeting.
  - Professor Jon Glasby gave a presentation to the All Parliamentary Party Group for social care.
  - Some of the National Quality Board members are involved in the listening exercise.
  - The Chair attended the NI steering group meeting and annual dinner in Belfast.
  - The Chair attended the 40<sup>th</sup> anniversary of sick and disabled people's act

## **Chief Executive Report**

5. The Chief Executive presented her report and paid tribute to Nasa Begum and the contribution she had made to SCIE and to the social care and equalities sectors.
6. The Chief Executive asked the board for comments on the proposed new strapline for SCIE. The board agreed "Sharing Knowledge Improving Lives" for the new strapline.

## **Taking forward the report of SCIE's participation function and the Partner's Council**

7. David Walden presented a report on the evaluation of SCIE's participation function and the Partners Council. The report will be discussed with Council members at the next meeting on 23 June. The board noted the report.

## **Performance Report**

8. The board noted the performance report.

## **Relocation of SCIE**

9. Stephen Goulder informed the board that the lease for the new office has been signed by all parties. The board noted the report.

## **Social Media and Presentation of the New SCIE Website**

10. Jez Macdonald and Kim Rutter joined the meeting for this item.
11. Kim Rutter updated the board on SCIE's use of social media and highlighted the following points:
  - SCIE is on Facebook and Twitter.
  - SCIE has 348 'likes' on Facebook and lots of positive comments, people are linking through from Facebook to the SCIE website
  - SCIE has 635 followers on Twitter. Some of the followers are journalists.
  - SCIE started a blog on its website in February 2011. Bloggers write on subjects relating to theme of the month.
  - SCIE is also registered on LinkedIn group on personalisation and Community of Practice on Mental Capacity Act Deprivation of Liberty Safeguards (MCA DOLS)
  - SCIE's YouTube channel offers an additional way to access Social Care TV films
12. Jez Macdonald updated the board the restructure and redesign of the main SCIE website and highlighted the following points:
  - During testing of the existing site test users made comments on find-ability. The new website has been designed to help visitors to find products more easily.

- The home page will include no left hand navigation. The main navigation and menu is arranged by topic is along the top of the home page. This style of navigation is repeated throughout the whole site.
- Home page also includes content areas which are more flexible than the current format. The content areas can include information on new products, events, news etc
- About us and help section has been removed from the home page but there are still links on the home page to this information.
- The main navigation and menu takes you to hubs by topic.
- The topic links in the hub pages take you to the products related to that topic.
- The new website will be launched on 28 June 2011.

## **Equality and Diversity Single Equality Scheme update**

13. The board noted this report.

## **Board annual agenda plan**

14. The board noted the annual agenda plan.

## **Date of next meeting**

15. Board Awayday – 14 July 2011

**Approved:**

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**Name:**

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**Position:**

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**Date:**

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