



Meeting Minutes

Board Meeting

When: 11:15-12:40 24 November 2016

Where: Meeting Room 1, 1st floor, Kinnaird House, London, SW1Y 5BP

Present (Board)

- Michael Bichard, Chair
- Alex Fox
- Annie Hudson
- Bev Searle
- David Archibald
- Fionnuala McAndrew
- Ossie Stuart
- Peter Hay
- Sally Warren
- Tina Coldham

In attendance (Staff)

- Tony Hunter (Chief Executive)
- Amanda Edwards (Director of Knowledge & Evidence)
- Ewan King (Director of Business Development & Delivery)
- Stephen Goulder (Company Secretary)
- Michaela Gray (Executive Assistant - Minutes)
- Isabel Quilter (Staff Representative)

Apologies

- Terry Moran
- John Evans
- Mary McKenna
- Mario Kreft

Apologies and welcome

1. The chair welcomed the trustees, and listed apologies.
2. The chair noted that this would be IQ's last board meeting and thanked her for her contribution. TH added that she would be succeeded by Carmen Colomina.

3. The chair asked EK to give a brief overview of New Belongings, SCIE's bid to the DfE Innovation Fund, before moving on to the main agenda. EK stated that this is a programme for care leavers. We have submitted a bid with partners and are through to the second round of 20 out of 300 bids. The chair noted that this is a key project for the DfE and congratulated SCIE on its work so far.

Minutes of the previous meeting and matters arising

4. The board agreed the minutes of the previous meeting held on 15 September 2016.
5. SG stated, further to paragraph 17, that the triennial review of the pension scheme would be received at the end of this year or early in January and would be discussed at the Board Away Day in February.

Chair's report

6. The chair presented his report and noted that it had been a difficult decision to step down but there are many conflicting demands on his time. The chair added that he is sorry to be leaving but believes that he can continue to help SCIE.
7. The board thanked the chair for his valuable contribution to SCIE.

Chief Executive's report

8. TH thanked the chair for his support and challenge.
9. TH noted this is the last board meeting for AE who is retiring at the end of the year. TH thanked her for her valuable support, knowledge and contribution to the organisation. TH added that we are not seeking to replace AE's role but it has been agreed that SG will act as director of the Collaborating Centre with Beth Anderson being Associate Director. TH noted that we are hosting a farewell party for AE which is taking place at 4:30pm on 20 December and added that all members of the board are welcome.
10. TH thanked FM for her help in Northern Ireland and added that we are in a good position there. The Northern Ireland lead has been in touch regarding a coproduction lead there which we have picked up. FM added that the minister is very keen to meet.
11. TH thanked SG for his help in Wales and noted that we are in a similarly strong position there as a result.

Performance report

12. SG reported that we are on target to earn commercial income of between £1.8-2.1m by the end of the year. Our marketing report demonstrates further progress continues. SG added that the challenge is now to convert this into income gaining

opportunities. SG gave a brief overview of the risk register and noted that there are some minor amendments to risks 1 and 2 to reflect the loss of continuity and contact with key officials. SG asked the board to assist with re-building these relationships through their own contacts where possible.

13. IQ raised a concern around the loss of expertise on AE's retirement and added that there is unease among staff about how it will affect them despite the consultation. TH emphasised that staff would not be left unsupported.

14. DA asked if we are anticipating what organisations might be interested in. EK confirmed that we have approached JP Morgan and the Big Lottery but it is something we need to work on and do more of in the future.

Total Transformation of Care and Support

15. EK gave a brief presentation to update the board.

16. PH confirmed this has been very helpful for Birmingham and added it is about how we have a conversation about best use of all resources as well as maximising what money is available. PH also noted the need for co-resourced offers.

17. OS raised the issue of a fear of talking about costs or what people want, and of not giving out information in health services.

18. BS noted that the 5 year Forward View had enabled local development of single points of access informed by an asset based approach.

Board annual agenda plan

19. SG to update further to the discussions which have taken place today.

Any other business

20. AE thanked everyone for the helpful balance of challenge and support both with SCIE and her own learning and development, and wished everyone all the best for the future.

Date of next meeting

21. The next meeting of the Board will be an away day held at the King's Fund on 5 February 2017.

Approved:

Name:

Position:

Date:
