



## Board Meeting Minutes

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BICS, Beach Room, 177 Preston Road, Brighton  
Tuesday 28<sup>th</sup> January 2014  
14.00 – 17.00

### Present

Nick Patton (NP - Chair)

Peter Devlin (PD)

Lindsay Coleman (LC)

Jonathan Serjeant (JS)

Jan Austeria (JA)

Coralie Marsh (Minutes) (CM)

### In Attendance

Jon Ota (JO)

Zoe Nicholson (ZN)

### 01/14 Apologies

The meeting was in full attendance. JO left the meeting at 3.45pm and ZN joined the meeting at 3.55pm.

### 02/14 Declaration of Interests

No new interests were declared.

### 03/14 Minutes of the last meeting

The minutes for the last meeting have not yet been produced. PM will submit for approval shortly.

### 04/14 Integrated Services Performance & Update Report (January 2014)

#### Referral Management Services

JO reported to the Board that performance is good with January referrals being the highest on record. Veda2 went live on 24 January 2014.

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## **Brighton and Hove Wellbeing Service**

JO reported to the Board that access to treatment for all three parts of the service has now been consistently above target for the past 4 months. The Waiting List Reduction Plan is on target.

### **MSK**

JO reported that performance is where he would expect it to be and good results are being seen. The rheumatology service has been set up and is working well.

### **Dermatology**

JO informed the Board that there is currently a 5% increase in demand. Patient satisfaction remains good. .

JS updated the Board in relation to the tender process.

### **MAS**

JO reported to the Board that 40 patient referrals had been expected but this had been significantly higher.

## **05/14 Finance Report**

JO reported to the Board that the cash flow pressures relating to Wellbeing are being resolved. The drop in forecast income is as a result of development expenditure introduced into the Vedas2 and MSK contract tendering.

**JO left the meeting (3.45pm).**

## **06/14 Information Governance Update**

CM informed the Board that MR had confirmed that there were no specific further updates.

**ZN joined the meeting (3.55pm).**

## **07/14 Remuneration Committee Minutes**

The Board discussed Directors' remuneration including Performance Related Pay, salaries generally and bonuses, workloads and responsibilities.

**ACTION: LC to compare Directors' remuneration / pay rates across relevant companies.**

## **08/14 Sussex MSK Tenders Update**

ZN gave the Board a comprehensive update on the progress of all current tenders. The outcome of the Sussex MSK tender will be known on the 17<sup>th</sup> March 2014.

In view of the date of the Sussex MSK tender outcome being known a discussion took place around the timing of the next Board Meeting. The date of 01/04/2014 was agreed by all.

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**09/14 Primary Care NHS Challenge Fund**

JS confirmed to the Board that the meeting would be held on 29 January 2014 at BICS 19:00 to 21:00. LC updated the Board as to who had confirmed their attendance.

**Action: JS to feedback outcome to the Board.**

**10/14 BICS AGM w/c 3<sup>rd</sup> March 2014**

The Board agreed that the BICS AGM will be held either w/c 3<sup>rd</sup> or 10<sup>th</sup> March to take place in the evening.

**11/14 Date and Time of Next Meeting**

The next Board meeting will be held on 1 April 2014. The meeting closed at 5.05pm.

**Signed:**

**Name:** Nick Patton

**Date:**

I agree the above as an accurate record of the meeting held.

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The next meeting will take place:

**Date:** 1 April 2014

**Time:** 14.00 – 17.00

**Venue:** Pier Room, 4<sup>th</sup> Floor, 177 Preston Road

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