Here

Quarter 2 Board Meeting Minutes 2018/19

Tilton House

Tuesday 6th November 2018

9:30 – 15:00

Present

Peter Devlin (PD)- Chair –Chief Executive and Clinical Director

Zoe Nicholson – (ZN)- Director and Founder

Jonathan Serjeant (JS)– Director of Creative Partnerships

Matthew Riley (MR), - Non Executive Director

Craig Milne (CM), - Non Executive Director

Lindsay Coleman (LC)- Non Executive Director

In Attendance

Mark Cannon (MC)-Director of Primary Care Collaboration

Michelle Eades (ME) – Director of Business Development

Gillian Howson (GH)-Executive Assistant

Chris Sutton (CS) – Director of Finance

Jon Ota (JO)- Managing Director Sussex MSK Partnership (Central)

Sarah Bartholomew (SB) – Director of Primary Care Development

Apologies

Helen Curr (Helen Curr (HC)-Director of Clinical Services
Natalie Blunt (NB) – Managing Director (Workflow)
Sam Horwill (SH)– Managing Director- Wales

1.0 Declaration of Interests

No further new interests were declared.

2.0 Minutes of the last meeting

The formal minutes of the previous meeting of July 24th 2018 (quarter 1) had been approved using the Loomio platform.

3.0 Governance

The following papers were reviewed prior to and approved before, during or following the meeting. (Via online decision making tool)

- Combined Primary Care Collaboration Report
- Finance Report
- Integrated Services Report
- Practice Unbound Report

The following papers were available prior to the meeting (Via online decision making tool)

- Financial Strategy 2019 onwards
- Sustainability & Impact Strategy Update
- Internal Controls Report
- Health and Safety Report
- Circus Report
- Quality Update
- CSI Report
- Gender Pay Gap

Specific items from Board papers are addressed in the minutes below.

4.0 Reflective and generative discussion

The Board reflected on their individual and collective sense of how Here and our work fits with the broader system currently. The discussion included current needs and support requirements.

5.0 Questions from Board Reports

The Questions posed on the MAS paper and the Primary Care Collaboration paper were not discussed at this meeting due to the absence of relevant parties. These discussions will be held at the next available ET.

6.0 Strategic Financial Update

CS & JO briefly updated the team on the MSK contract variation financial position and plans to post a detailed report on loomio which would advise the Board of the arrangements and commitments.

CS advised that the longer term view financially has improved since July 2018 due the award of contracts and improved Practice Unbound expectations however risks were noted.
The position that Here should redress the balance between Practice Unbound and Service Delivery financial contribution remains.

MR outlined the current position regarding framing of the data analytics canvas alongside initial plans.
The Board also agreed that specifications for the other development ideas were to be created and JO & CS updated the team on works being undertaken.

Action: JS to speak with HC to better understand the DSD work.

7.0 Clinical Services Delivery Strategy

The Board discussed the current position in relation to the model strategy and talked in detail about developing integrated provision with primary care in the local area and with the Federation.
The Board covered the options as outlined in the paper and determined that a decision on the way forward requires further information

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The next meeting will be **February 5th 2019**