



Minutes of the Board meeting 12 February 2008
Comfort Inn Hotel, Antrim

Present

Ian Carson (Chairman)
Richard Adams
Geraldine Donaghy
Joan Harbison
Jim Jamison
Lilian Jennett
Ruth Laird
Allen McCartney
Patricia McCoy
Connor Mulholland
Una O'Kane
Austin Smith

Officers of the Board present

Alice Casey (Interim Chief Executive)
Robert Graham (Committee Administrator)
Phelim Quinn (Director of Operations)
Theresa Nixon (Director of Quality Assurance)
David Stewart (Director of Service Improvement)
John Stewart (Director of Corporate Services)

Apologies

Colin Reid

Apologies

None

PUBLIC SESSION

08.9 Welcome and Chairman's remarks

08.9.1 The Chairman welcomed Board members and Officers of the Board to the meeting.

08.9.2 The Chairman also welcomed Sandra McElhinney, Information Manager to the meeting, and a member of the public who was in attendance.

08.10 Minutes of the meeting of the Board held on Tuesday 11 December, Hilton Hotel, Belfast [Paper min/Dec/07]

08.10.1 The Board **APPROVED** the minutes of the meeting of the Board meeting held on 11 December 2007.

08.11 Matters arising from minutes

07.138.2 Publication of Care Standards

- 08.11.1 The Chairman noted that two of the Care Standards had been published on 23 January 2008.
- 08.11.2 The Chairman suggested to Board members that a workshop be held on 22 April to discuss the overall assessment. Board members should contact the Committee Administrator to advise on their availability.

08.12 Chairman's report [Paper D/01/08]

- 08.12.1 The Chairman presented his report to the Board and noted some of the key meetings that had been held.
- 08.12.2 The Chairman noted the meeting with Stephen Thornton (Chief Executive of The Health Foundation); this had been useful in the context of the preparation of an overall assessment.
- 08.12.3 The Chairman thanked the Director of Operations and Chief Social Work Advisor for the work the Authority had done in relation to the launch of the "Strengthening User Involvement" document.

The Board **NOTED** the Chairman's Report.

08.13 Quarterly Report - Director of Corporate Services [Paper E/01/08]

- 08.13.1 The Director of Corporate Services presented the Quarterly Report to the Board and began by outlining how the Quarterly Report has evolved and what improvements will be made in the future, particularly with the introduction of the balanced scorecard.
- 08.13.2 Board members agreed that the Quarterly Report was a useful document and that the introduction of the balanced scorecard would enhance it. They were interested in how the Report could help the Authority provide commentary on how the work of the Authority was making a difference to the quality of health and social care in Northern Ireland and suggested that some comparative information from England, Scotland and Wales would be useful. It was also suggested that the Report should aim to provide information in a format which would allow the Authority to communicate with the general public more effectively. It was suggested that feedback could be sought from stakeholders.
- 08.13.3 Other Board members suggested the introduction of an Executive Summary would be beneficial and also "benefits realisation" analysis could be done on, for example, the clinical and social care governance

reviews to provide an assessment of their value.

- 08.13.4 The Chairman thanked Board members for their comments and invited questions about the content of the Report.
- 08.13.5 In response to a query concerning the surplus forecast, the Director of Corporate Services advised that there were some Human Resources issues which could impact on this and that he would update the Board on this matter next month.
- 08.13.6 A Board member noted the high number of absconding incidents in children's homes and asked if this was a case of multiple incidents by the same child or within the same home. The Director of Operations and Chief Social Work Advisor noted that the reporting of these would be looked at as part of the governance reviews.
- 08.13.7 A Board member asked if there would be more analysis available on complaints. The Director of Operations and Chief Social Work Advisor informed the Board that a new Complaints Manager had been appointed to the Authority and that her role would be to provide commentary on complaints and disseminate lessons learnt from complaints.
- 08.13.8 A Board member requested an update on the Organisational Development strategy. The Interim Chief Executive advised that the OD strategy, as approved by the Board, was not longer being pursued and that a refined strategy had yet to be developed but **AGREED** to bring a progress paper to the Board next month.
- 08.13.9 The Director of Corporate Services advised the Board that the Quarterly Report would always contain the most up to date Corporate Risk Register information as it was constantly changing. The Interim Chief Executive added that the Corporate Risk Register was updated every month by the Executive Team.

The Board **NOTED** the Quarterly Report.

Resolved Action

- **An update on progress made in relation to the implementation of the Organisational Development strategy to be brought to the Board**

- 08.14 User Carer Consultancy Update - Director of Operations and Chief Social Work Advisor [Paper F/01/08]**

Agenda Item 2
Paper min / Feb / 08

- 08.14.1 The Director of Operations and Chief Social Work Advisor outlined the key themes emerging from the joint work commissioned by the Authority, the Northern Ireland Social Care Council (NISCC) and the Social Care Institute for Excellence (SCIE). She added that the Authority would be working closely with NISCC and SCIE to ensure that the learning would be shared with all staff in the Authority.
- 08.14.2 The Director of Operations and Chief Social Work Advisor advised that this project would be closely linked to the Public Participation Strategy and that the Authority would be hosting an event in twelve months time to review the action plan.

The Board **NOTED** the “Strengthening User Involvement” summary and **APPROVED** the Authority’s approach in this area.

08.15 Any other business

- 08.15.1 With there being no other business the Chairman drew the meeting to a close at 3:30pm.

**Date of next meeting:
18 March 2008, Belfast, Venue TBC**