Board Meeting Wed 15th December 2020, 10.30 to 12.20 via Zoom

1. WELCOME AND INTRODUCTIONS

Present: Lydia Blundell, Jen Fagan, Kate Hallitt, Carla Harrison, Paul Hunt (Chair), Jonathan Morrish, Jonathan Stephen

In attendance: Jonny Richardson Glenn, Dianne Darby, Peter Boyle, Cath McNally, Kate Palmer and Emma Eckersley (notes)

2. Apologies: Gem Edkins

3. Declaration of any conflicts of interest in any matters on the agenda:

None declared.

4. MINUTES OF THE MEETING OF Wednesday 4TH November 2020:

Item 4. Jonny noted an error in bullet point 4, page 1. Removal of wording needed as noted further down the page as an action.

The minutes were approved, subject to the amendment to page 1.

5. INFORMATION SHARING – Volunteering and Peer Support in Crisis:

Cath and Kate presented to the board.

Cath highlighted that we went into Lockdown with 50 volunteers, Cath noted that 17 of these volunteers were inactive, mostly due to having their own struggles throughout lockdown - some just did not want to engage with Zoom and new technologies. The board were shown how volunteers have been spending their time during lockdown, 321 hours were totalled by 33 HM volunteers, across all services. A new befriending service has been set up and is led by volunteers. 3 of our volunteers became finalist at The Community Spirit Awards 2020.

New Peer Support In Crisis service launched - 10 volunteers started the new Peer Support In Crisis Training with Kate, only 7 remain on the training at present. Kate is really pleased with the team of volunteers, and is really pleased at their response to peer support. Kate has met with, and maintains a good relationship with Gemma from the home base treatment team. The service is now open, but currently have no referrals – this is down to the home base treatment team's current caseload being small at present. Paul queried if anything could be done to enable referrals to start flowing. Kate explained if current referral process doesn't work, we need to think about how to widen criteria safely and slowly, as to not grow too quickly and overwhelm the small team of volunteers.

Cath noted how proud she is of the volunteers and how their lived experience is a valuable asset to HM. She feels HM should provide 1:1 support and more opportunities for them to train and go it alone in a variety of different roles. The Board fully support this.

ACTION: Cath to forward PowerPoint presentation.

6a. OPERATIONAL AND PERFORMANCE REPORT:

Jonny went through main points, and informed the Board:

- Safespace – There is new funding available from the CCG for a link worker, the new role would be created to work alongside high dependency users, helping them to become more progressive - work would be more case work based.

- Time Out – Jonny has concerns about activity levels and thinks questions may be asked by funders. Time Out are working alongside North Point to deliver online Anxiety Workshops for Y5/6 children. Staff are working closely with individual schools, to provide a service that works best for them. The team feel they need to offer a fair service to all schools, unfair to deliver face to face in some schools and not others – chance of Covid-19 transmission if going from school to school. Things are slowly picking up.

- Money in Mind – Jane has joined the team alongside Billy. Jonny is applying for long term funding for Money in Mind from Calderdale Council.

- Hebden Bridge and Todmorden Recovery & Support long term funding applications ongoing. Environmental Agency are now doing a regional bid, for flood response grants, from the Government. This could make it more challenging to secure the funding for just Calderdale, we may have to expand support to people outside of Calderdale. It's a big risk, but also big opportunity. It represents a significant development strategically, which trustees supported. Jonny noted that this unplanned bid has had an impact on his workload – deadline for submission is Monday 21st December. £20,000 funding secured from The CCG's Winter Resilience fund will keep Todmorden going until March 2021.

- Jonny has been involved, as VCS rep and for Calderdale's submission, with the regional Community Mental Health Transformation application to NHS England. This represents a major strategic opportunity for HM. Jonny is meeting with VAC and other local services to discuss Calderdale's part in this. Deadline for submission is 20th January 2021.

- The lease for King Street has been renewed on existing terms. Landlord is covering legal fees for lease renewal.

6b. TODMORDEN AND HEBDEN:

Covered in Jonny's report to board.

6c. AGM:

Better attendance at this year's AGM, aim to double numbers next year when more work has been done on membership. Trustees happy with what HM has achieved and enjoyed seeing

the long term goals. Jonathan S noted we should celebrate our achievements more on social media/website.

6d. QUALITY FOR HEALTH:

Quality for Health assessment went well, assessor was impressed with how well everything was organised. Feedback should be given before Christmas.

6e. STRATEGIC DIRECTION:

Item discussed in Jonny's report with regard to Todmorden and Hebden, and to the Transformation Fund bid.

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6f. SUPPORT FOR BOARD:

Paul feels more support for the board is needed, with increased administration support he feels he can focus more on chairing.

DECISION: Paid support allocated to the board for admin help
ACTION: Paul and Emma to schedule meeting to discuss board support.

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SUBCOMMITTEE REPORTS:

7a. Development Sub:

ACTION: Jonny and Carla to schedule a meeting in 2021 to discuss Todmorden and Hebden long term funding.

ACTION: Carla to schedule next meeting of the Devt Sub.

7b. Finance Sub:

- WYCAS signed off 2019/20 accounts, as reported to the AGM.
- Currently in month 7 and HM is in a healthy position: £170k ahead of budget due to £100k additional income and £70k expenditure reduction (due to reduced activity related to pandemic, and under-recruitment).
- A few of the budgets need reviewing – we have overspent on a few items within the funds.
- Reserves Policy as attached needs amending – upper limit needs adding, which is £125,000 to meet 3 months' future expenditure.

DECISION: Annual Report and Accounts for 2019/20 were formally adopted.
ACTION: Jonathan M to amend reserves policy and bring to next meeting.
ACTION: Jonathan M to lead review of financial risk for 21/22 and calculate what reserves are needed.

8. SAFEGUARDING

Not issue requires board attention.

9. CHAIR'S BUSINESS

ACTION: Paul to update risk register with Todmorden and Hebden income loss risk.

10. ANY OTHER BUSINESS:

None to report.

Paul thanked everyone and said he needed to schedule 2021 meeting dates with Jonny.

11. DATE OF NEXT MEETING:

ACTION: Paul to work with Jonny and Emma on dates for January 2021 to March 2022.

Meeting closed 12:20.

DRAFT