

HOOPLE BOARD

Minutes of a meeting of the BOARD OF DIRECTORS of HOOPLE LTD held in Training room 3, Nelson Building, Hereford on Wednesday, 29th March 2023 at 2.30pm.

Board Members present:

Andrew Cottom (AC)	Chairman and Non-Executive Director – Wye Valley NHS Trust
Cllr David Hitchiner (DH)	Non-Executive Director – Herefordshire Council
Andrew Lovegrove (AL)	Non-Executive Director – Herefordshire Council
Andrew McLean (AM)	Non-Executive Director – Lincolnshire County Council (joined by video link)

Hoople Officers Supporting the Board:

Audrey Clements (AEC)	Chief Operating Officer
Stephen Weller (SW)	Head of Commercial Development
Mark Aldsworth (MA)	Head of Buildings Operations
Simon Mortimore (SM)	Head of IT
Tracey Sampson (TS)	Director of HR & OD
Daley Jones (DJ)	Head of Training & Education
Kerry Lawrence (KL)	Company Secretary Support / Minute Taker

Invited:

David Warden (DW)	Associate Director of IM&T- Wye Valley NHS Trust (via video link)
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1. Apologies

- 1.1 Apologies received from Andrew McLean.

2. Declarations of Interest

- 2.1 There were no new declaration of interest received.

3. Minutes, Action Sheet and Matters Arising

- 3.1 The minutes of the meeting held on 27th January 2023 were agreed as an accurate recording.

Matters Arising

1/I – DH advised he had written to the Chair of WVT to register the council’s interest and enthusiasm in the opportunity and referred members to AL to take forward. AL meet with the Education Project Board team who are looking at the revenue side of the business case.

4. Finance and Business Update

- 4.1 The board noted the finance and business update report including the 2022/23 outturn position, the progress to date made by the business and key issues and risks
- 4.2 TS highlighted recruitment are building a bank of care workers to assist Hoople Care and Herefordshire with its care needs.
- 4.3 AC advised the work on business continuity and disaster recovery had been well received by WVT’s Audit Committee and passed on their thanks which SM subsequently acknowledged.
- 4.4 SW advised that Ridgemoor CQC inspection report has now been made public. Hoople achieved three out of the five areas as ‘good’, an improvement since the last report.
- 4.5 SW confirmed the Hilside refurbishment project was completed and at fully capacity of beds, however they are currently experiencing a covid outbreak in the service.
- 4.6 MA was pleased to report the BM&C job management system went live on 21st February and provides much better client visibility and transparency in terms of status of jobs and costings.
- 4.7 SM explained that P1 incidents are IT faults recorded that has significant business impact with the potential to cause disruption to operations or reputation. The KPI has a static value and as Hoople grows and organisations supported changes, the number of red and ambers incidents are accounted to the growth of the sites supported.

5. Draft Business Plan and Budget 23/24

- 5.1 The board noted and subsequently approved the updated business plan and budget for 2023-24.

6. External Audit Plan 23/24

- 6.1 The board noted the external audit plan for delivery and takes into account requirements for Herefordshire Council's group accounts.

7. Social Value Statement

- 7.1 The format of the social value statement has been updated.
- 7.2 The board approved the social value statement.

8. Forward Plan

- 8.1 Board noted the forward plan.

9. Any Other Business

- 9.1 There was no other business raised.