

## **Meeting Summary**

**Thursday 15 May**

### **1.0 Welcome Introduction and Declarations of Interest.**

The Chair welcomed all present, there were no apologies and no declarations of interest.

Ann Abraham, Commissioner, advised that she would be completing her term of office with the Picker Institute at the end of June 2019.

Sian Walker-McAllister, Commissioner, updated the Board on changes to her portfolio since the last Board meeting.

The Chair noted this would be the Head of Professional and Care Regulation's (HPCR) final Board meeting as she is due to retire on 30 June 2019.

### **2.0 Minutes of the Last Meeting, Matters Arising and Review of Actions.**

The minutes of the March meeting were agreed with a number of minor amendments.

The minutes and meeting summaries of the 'open' Board meetings will be published on the JCC website from March 2019 onwards.

The action list from the March meeting was reviewed and a number of actions were noted as having been completed (action 5) or identified as 'business as usual', (actions 1,3,4 and 8).

### **3.0 Chair's Report**

The Chair and the HPCR had met representatives of the Children's Services Scrutiny Panel on 14 March.

The Chair had met separately with the Children's Commissioner on 14th March.

The Chair and the HPCR had met with the Director Strategic Policy, Performance and Population on 13 May.

### **4.0 Head of Professional and Care Regulation's Update.**

The HPCR provided an update on the Project to establish an online application process for professional registration.

The HPCR advised the Board that to date three applications had been made for registration under the provisions of the Regulation of Care (Jersey) Law. Others services are in the process of preparing applications by the target date of 30 June 2019.

The HPCR stated that in 2019 there have been 50 pre-registration visits to support care providers to develop Statements of Purpose.

The financial report for 2019 (to date) was presented; Commissioners noted emerging financial risks to achieving breakeven by December 2019.

Commissioners also noted the need to undertake more detailed financial planning for 2020 and beyond.

### **5.0 Strategic Risk Management Framework.**

The draft Risk Management Framework and Risk Register were updated. It was agreed that the operational team should regularly review the risk register and report any significant changes to the Board.

### **6.0 Business Plan**

The Business Plan (Feb 2019) was reviewed and some minor amendments noted. The key business objectives for 2019 remain unchanged.

### **7.0 Complaints Policy and Procedure**

The revised draft Complaints Policy and Procedure was discussed.

Commissioners noted the changes from the previous version and proposed further points of clarification, including who can bring a complaint on behalf of a child or young person or someone who lacks capacity. It was agreed that with the final amendments incorporated, the policy would be approved and reviewed in accordance with the stated schedule.

### **8.0 Registration Policies and Procedures**

The Board approved the following policies and procedures:-

Policy and Procedures for Registration; Health Care Registration (Jersey) Law 1995  
Policy and Procedures for Registration (Dental Care Professionals Dentistry) (Jersey) Law 2015  
Policy and Procedures for Registration Piercing and Tattooing (Jersey) law 2015

### **9.0 Any Other Business**

Proposed dates for Board meetings in 2020 to be circulated by the Secretary to the Board.

### **10.0 Forward Look**

Dates of Board meetings: -

- Wed. 03 July 2019
- Wed. 04 September 2019
- Wed. 13 November 2019

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