

## **Jersey Care Commission Meeting**

**Wednesday 8<sup>th</sup> July 2020**

### **Meeting Summary**

#### **1.0 Welcome, Apologies, Introductions & Declarations of Interest**

The Chair noted that the meeting was not being held in public due to the constraints imposed by Covid-19.

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

The minutes of the May meeting were approved. Actions arising from the May meeting were reviewed. Two actions had been completed. It was noted that one action had been delayed due to Covid-19. An update was provided regarding progress associated with one action with further measures agreed to resolve the areas which remained outstanding.

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

The Chair provided a written report and advised that:

A response from the Minister has been received, regarding the Covid 19 (Capacity and Self Determination (Jersey) Regulations 2020. It was noted that the amended Regulations are due to expire on 30 September.

Once travel restrictions are relaxed, the Chair will arrange face to face meetings with representatives of both the Scrutiny Panel and the Assistant Minister for Health and Social Services. Additionally, he will meet remotely with the Children's Commissioner.

#### **4.0 Chief Inspector (CI) Update**

The CI presented a written report and advised that:

- No new complaints have been received regarding regulated activities
- The volume of medical and health care professionals' registration applications has decreased
- Recruitment is underway for a full-time Administrative Assistant
- The Legislative Changes associated with Covid-19 are due to expire on 30 September 2020

- A total of 42 scheduled inspections were postponed in the period from the end of March to June. It will be possible to undertake some, but not all scheduled/intended inspections this year, due to the Covid-19 pandemic
- The Commission has begun a reflective exercise to explore what worked well and what did not, throughout the pandemic. This will be helpful in preparing for a potential second wave of infections in Jersey
- The Commission is in the process of sourcing suitable alternative office accommodation.

## **5.0 Head of Governance, Policy and Standards (HGPS) update**

The HGPS advised that:

- The Commission's Annual Report 2019 is complete and is now uploaded to the Jersey Care Commission's website
- The Complaints leaflet is complete, pending final comments from the Commissioners
- The Inspection Policy has been amended to reflect the changes to the inspection methodology during the pandemic. Inspections have re-commenced but in a modified format
- HGPS intends to undertake quality assurance work with care providers and managers to analyse which aspects of the inspection process are working well and whether changes may need to be made.

## **5.1 GDPR – Governance Principles and Work Plan**

HGPS presented a paper detailing how the Commission adheres to law and policy relating to data protection. HGPS confirmed that data protection/GDPR policies and documents are adequate. HGPS has contacted all external organisations relevant to the registration of health and care professionals in Jersey with a view towards the preparation of appropriate memoranda of understanding and/or data sharing agreements.

## **5.2 Six Monthly Report for SPPP**

HGPS advised that the Framework Agreement includes the requirement that the Commission makes representation to the Department for Strategic Policy, Planning and Performance (SPPP), every 6 months to provide a formal update. It is acknowledged that the business objectives have not been met in full due to the impact of the Covid-19 pandemic.

### **5.3 Budget**

A budget summary was presented. CI and HGPS have met with Treasury and will continue to do so on a monthly basis.

### **6.0 Supported Accommodation Standards**

CI reported that draft Standards have been developed to reflect the needs of young people aged 18 and over, using care home services who would not associate their needs with those of children in residential care. These young people may require care and support in a residential setting, up to the age of 21 and beyond.

It was agreed that consultation with the Children's Commissioner and a representative sample of young people will take place prior to the document being finalised. An executive summary will also be created.

### **7.0 External Complaint Reviewer**

A specification for an External Complaints Reviewer was presented. This could be relied upon if there is a need for an external body, or independent person, to undertake second stage reviews of complaints. Further work will be undertaken before is progressed to procurement.

### **8.0 AOB**

It was agreed that a Scheme of Delegation will be drafted.

The dates of the remaining Board meetings in 2020 were confirmed as:

09 September

11 November

It was agreed that the September meeting would also be held virtually.

July 2020