

**Meeting of the Jersey Care Commission**

**AGENDA**

to be held on **8 February 2023**

09:00 – 14:45

**Venue:**

**Venue:** Jersey Care Commission. 1st Floor, Capital House. 8 Church Street - This Board meeting will take place virtually via Teams. Members of the public are welcome to attend the meeting although at least 48 hours' notice should be provided to enable any appropriate adjustments to be made. Please contact [enquiries@carecommission.je](mailto:enquiries@carecommission.je) or via [01534 445801](tel:01534445801) if you would like to attend. The minutes of each meeting are ratified by the Board at the subsequent Board meeting and are then published on the Commission's website.

**Chair:** Glenn Houston (GH)  
**Commissioners:** Siân Walker-McAlister (SW), Alison Allam (AA) Jackie Hall (JH) Noreen Kent (NK) Angela Parry (AP) Lesley Bratch (LB)

**In attendance:** Becky Sherrington (BS), Chief Inspector  
 Bradley Chambers (BC), Deputy Chief Inspector  
 Tracy Fallon (TF), Regulation Officer  
 Andy Kean (AK) Regulation Officer  
 Alix Cordell (AC) Consultant  
 Mark Silver (MS), Head of Business and Performance  
 Emilie Fisher (EF), Finance Business Partner Advisor  
 Alastair Jerrom-Smith (AJS), Project Manager  
 Lynne Capie (LS), Comms Lead

**Minute taker:** Lisa Phillips (LP) Executive Administrator

		Action	Type of Report	Timing	Owner
<b>PART A – PUBLIC</b>					
1	Welcome, Apologies and Declarations of Interest	Discussion	Verbal	09:00	Chair

2	Minutes, Matters Arising from Board Meeting held on 16 November 2022 <ul style="list-style-type: none"> <li>• Review of Minutes</li> <li>• Review of Actions– update</li> </ul>	Noting	Verbal	09:05	Chair
3	Chair's report	Approval	Paper	09:25	Chair
4	Chief Inspector's report	Noting	Paper	09:35	Chief Inspector
5	Budget <ul style="list-style-type: none"> <li>• 2022 Final accounts</li> <li>• Budget plan for 2023</li> </ul>	Noting	Paper	10.00	Chief Inspector and Finance Business Partner
6	Risk Framework and Register <ol style="list-style-type: none"> <li>1) Changes to Risk Management Framework</li> <li>2) Changes to Risk Register</li> <li>3) Risk Framework and Risk register Amendments</li> </ol>	Discussion & Noting	Paper	10:20	Head of Business and Performance
7	Project Update (professional registration)	Discussion & Noting	Presentation	10:40	Chief Inspector and Project Manager
8	Communication plan and Introduction	Noting	Presentation	11:00	Chief Inspector and Comms Lead
9	Break			11:20	
10	Business Plan and KPI's	Discussion	Paper	11:35	Chief Inspector & Head of Business and Performance
11	Annual Report Framework	Noting	Paper	12:00	Head of Business and Performance
12	Inspection Handbook for Children's Social Care	Discussion and Presentation	Presentation	12.20	Chief Inspector and Consultant
13	Workforce Plan	Approval	Paper/ presentation	12.40	Deputy Chief Inspector

14	Lunch			13.00	
15	Isle of Man – Feasibility Paper	Approval	Paper/ presentation	13.30	Deputy Chief Inspector
16	Reflections and key priorities	Discussion	Presentation	13.50	Head of Business and performance
17	Forward Look	Noting	Paper	14:00	Chair
18	AOB	Noting	Verbal	14:10	Chair