

Minutes

Meeting title:	Jersey Care Commission Board	
Meeting date and time:	Tuesday 14 July 2026, 13:00 –14:00 Wednesday 15 July 2026, 09:00-12:10	
Meeting location:	Jersey Care Commission, 1 st Floor Capital House, St Helier, Jersey JE2 3NN	
Meeting chair:	Dr Nigel Acheson (NA)	Chair
Those present:	Lesley Bratch (LB) Commissioner Kathryn Chamberlain OBE Commissioner (KC) Jackie Hall (JH) Commissioner Noreen Kent (NK) Commissioner Angela Parry (AP) Commissioner	
Attendees:	David Goosey (DG) Chair of Safeguarding Partnership Group (Item 1 Part A) Kate Briden (KB) Chief Officer, Justice and Home Affairs (Item 1, Part A) Fiona McLaughlin (FM) Deputy Chief Inspector (Item 1, Part A) Tara McNair (TM) Legal Advisor (Item 1, Part A) Ian Dyer (ID) Regulation Officer (Item 1, Part A) Malgorzata Ptak (MP) Finance Business Partner (Item 5, Part B) Becky Sherrington (CI) Chief Inspector Lisa Phillips (LP) Business Support Team Leader - Minute taker	
Apologies:	Mark Silver (MS)	Head of Business and Performance Senior Policy Lead

Documents presented:	1. Agenda 2. Draft Minutes of Board meeting (22 April 2026) 3. Chair's Report 4. Chief Inspector's Report (2 Papers) 5. Finance Report (3 Papers) 6. Risk Register (3 Papers) 7. Constitution and Framework Agreement (3 Papers) 8. Forward Look
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PART A

1.	Chair of Safeguarding Partnership Group to address the Board – Recorded on 14 July 2026
	The Chair welcomed Kate Briden (KB) and David Goosey (DG) to the meeting, and brief introductions were undertaken. The discussion focused on safeguarding, reaffirming the importance of strong partnership working, effective communication, and timely information sharing to protect children and vulnerable individuals. KB outlined ongoing work to review data-sharing arrangements and develop a more consistent and proportionate approach to information sharing. It was recognised that current governance arrangements can be complex and may create barriers to effective information exchange. Consideration is therefore being given to an overarching data-sharing framework and potentially a Memorandum of Understanding (MOU) between the Safeguarding Partnership Group and the Commission. The Commission highlighted concerns that limited access to safeguarding information could affect its ability to fulfil its regulatory responsibilities and identify emerging risks. All attendees agreed on the importance of ensuring that relevant information is shared appropriately while maintaining confidentiality and complying with legal requirements. Discussion explored the sharing of Rapid Reviews and Serious Case Reviews. KB and DG confirmed that information relating to regulatory concerns identified through reviews would be shared with the Commission, although full Rapid Reviews would not routinely be disclosed due to confidentiality considerations and the sensitive nature of their content. The publication of Serious Case Reviews was also discussed, KB and DG advised that Jersey's small-island context may make publication of full reports inappropriate. It was suggested that the Commission could be notified when a Rapid Review is commissioned and informed of the agencies involved, while more detailed information sharing could be considered where regulatory concerns arise or where there is a clear safeguarding need. Legal advice on both general information-sharing arrangements and the specific relationship between the Safeguarding Partnership Group and the Commission continues to be considered as part of the ongoing review. The meeting concluded with a shared commitment to improving governance, strengthening information-sharing arrangements, and continuing collaborative working between safeguarding partners and the regulator, to support effective safeguarding outcomes. The Chair thanked KB and DG for attending and for providing clarity on the current position and ongoing work relating to safeguarding arrangements and information sharing. Action : KB and DG to work with BS on sharing information and an MOU.

PART B

1.	Welcome, Apologies and Declarations of Interest
	The Chair opened the meeting by welcoming all attendees. There were no new Declarations of Interest to be noted.

2.	Minutes of the last meeting and Matters Arising
	The minutes of the previous meeting (22 April) were discussed and approved. Proposed Kathryn Chamberlain (KC), Jackie Hall (JH) seconded. Actions from the previous meeting were reviewed: Action 1 Develop systematic approach to recording training attendance, including capturing details of participants and the services they represent. While the CI noted that capturing this information may be challenging, it is believed that attendee data would be valuable. It would allow the Commission to demonstrate which organisations are engaging with the training and workshops, understand where engagement is strongest, and identify audiences that are harder to reach. This insight would help inform and improve future outreach and engagement activities. Action 2 Consider the following proposed amendment to the Complaints Policy. It was noted that the wording on page 6 should be revised, with the term “may” replaced by “will”. It was also agreed that the policy should explicitly reference the availability of an easy-read version. Noted as complete

3.	Chair's Report
	The Chair presented his report, document 3. It was agreed that the work is important in strengthening Board development, clarifying the Commission's statutory responsibilities, and supporting effective business planning, particularly in the context of ongoing financial pressures. Progress is being made on governance arrangements, including the development of Terms of Reference and supporting documentation, while work on the Framework Agreement continues.

	Feedback from discussions with the new Minister for Planning and Regulation highlighted a focus on reducing unnecessary regulatory burden while maintaining appropriate scrutiny and demonstrating value for money. The Board endorsed the next phase of work, with four key workstreams identified: • Governance – led by Mark Silver (MS) and the team. • Risk – led by Kathryn Chamberlain (KC) and MS. • Patient and Public Engagement – led by Angela Parry (AP) and Lesley Bratch (LB) • Regulatory Approach/New Systems – led by Noreen Kent (NK) Detailed scopes, delivery plans, expected outcomes, and accountability arrangements for each workstream will be developed and presented at the next Board meeting, with progress monitored through regular reporting against agreed milestones.
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4.	The Chief Inspector's Report	
	The CI presented document 4 and highlighted the following: The Board was formally notified of the ministerial appointments relevant to the Commission. Senator Tom Binet will continue as Minister for Health and Social Services, and Constable Richard Vibert will continue as Minister for Children and Families. Responsibility for the ambulance service control centre will transfer to Minister Helen Miles. Although the control centre operates from Police Headquarters, the Commission will continue to regulate it in accordance with its statutory responsibilities. The Board reaffirmed its commitment to a person-centred regulatory approach that prioritises the experiences and outcomes of people using services. While safeguarding concerns are monitored through established processes, the Commission may take regulatory action outside scheduled inspections when concerns warrant a more immediate response. Emphasis was given to the importance of meaningful engagement with service users, families, and advocates, ensuring that feedback is actively sought, listened to, and acted upon. It was agreed that fostering a culture of openness, trust, and responsiveness, particularly for vulnerable individuals, is fundamental to effective regulation and should be reflected in the Commission's own approach and conduct. The Board noted that the recent maternity review in England (Ockenden Review) provides valuable learning for the Commission and highlights a number of themes relevant to its regulatory responsibilities. The findings are being reviewed and mapped against existing regulatory standards to identify any implications for future inspection activity and to ensure that relevant lessons are reflected in the Commission's approach to oversight and quality assurance.	

	The Board received an update on the Commission's engagement and communications activities, including learning from developments in children's services and Ofsted's regulatory approach. Ongoing efforts to raise awareness of the Commission's role through public communications were noted, including a Parish magazine campaign and the publication of inspection reports. The Board also welcomed the launch of a podcast series featuring leaders from high-performing services, designed to share good practice, promote learning, and support continuous improvement across the sector. The Board received an update on workforce development and organisational changes within regulated services. Three Regulation Officers have been undertaking an international regulatory training programme with Erasmus University. To support the development of regulatory skills and expertise across the team, officers have attended the programme on a rotational basis. Several team members have recently completed the training, and the programme has been progressing well. The Board was also informed of recent structural changes within the Health and Community Services leadership team. These changes include revisions to reporting arrangements and leadership responsibilities, including oversight of mental health services. Children's Social Care has launched a recruitment campaign aimed at attracting additional staff to the service. The campaign includes a series of promotional videos and supporting web content. It was also noted that the campaign references and endorses findings from Commission inspection reports, demonstrating the value and impact of the Commission's regulatory work. Finally, the Board was advised that the Commission's Legal Advisor will lead a forthcoming presentation at a Safeguarding Partnership Jersey event on partnership working and related developments.	
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5.	Finance Update	
	Malgorzata Ptak (MP) Finance Business Partner (FBP) presented document 5 from the closed position in June 2026. Overall year-to-date position shows an underspend of £137k. - Variances comprise: - Income underachievement: £3k - Non-pay underspend: £61k - Pay underspend: £79k	

Full-year forecast (FYF) indicates an overall underspend of £67k. - Forecast variances comprise: - Income underachievement: £10k - Non-pay overspend: £31k - Pay underspend: £109k Monitoring of income collection and expenditure forecasts will continue throughout the remainder of the year. The full-year income budget is £410,000. Strong income collection performance has reduced outstanding debt levels and enabled a decrease in the bad debt provision. The current forecast remains close to break-even, although a prudent estimate indicates a potential underspend of approximately £10,000. The year-to-date position would have been broadly break-even had a Health Department journal entry been received before the reporting period closed. Additional journal entries from Health are expected and will be reflected in revised forecasts following the next finance review meeting. Looking ahead to 2027, the Commission anticipates a reduction in budgeted income of at least £40,000 due to the withdrawal of funding previously received from the Health Department. Discussions are ongoing regarding a proposed £50,000 budget transfer, with £40,000 intended to offset the loss of income and £10,000 expected to support increased administrative costs. Confirmation is required before the end of July to meet the Government's budget submission timetable. A finance meeting will take place between MP, MS, and the CI to finalise the Commission's budget submission ahead of the end-of-July deadline. The non-pay budget is currently underspent by approximately £62,000, although a year-end overspend of around £30,000 is forecast. This reflects the timing of expenditure, with some costs and invoices being incurred later in the financial year, rather than a deterioration in the overall financial position. The forecast also includes an increase in expenditure relating to the Assisted Dying programme, with anticipated costs rising from £25,000 to £50,000. The non-pay overspend is offset by an underspend in staffing costs, and the Commission is therefore expected to remain in an overall underspend position at year end. The Board welcomed the decision to absorb additional costs associated with Assisted Dying and hospital-related work within existing resources, rather than seeking additional funding, demonstrating prudent financial management and value for money.	
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	The Board noted that additional budget pressures are limited and primarily relate to IT costs, including central IT recharges and equipment. No significant concerns were raised regarding IT expenditure. Communications and office equipment budgets are currently underspent year-to-date but are expected to return to a break-even position by year end. Much of this variance relates to the timing and allocation of Professional Registration project costs. The Board also noted a staffing underspend of approximately £80,000 year-to-date, rising to a forecast £109,000 underspend at year end. This is primarily due to administrative vacancies and a period of sabbatical leave. The staffing underspend offsets forecast non-pay overspends, contributing to an overall favourable financial position. The Board were advised that the vacant posts have now been filled, or are in the process of being filled, and the Commission expects to be fully staffed during the next financial year. The Board noted that work is underway to further strengthen the Commission's budget planning process for 2027. Future financial reports are expected to include greater detail on planned expenditure, supported by explanatory commentary to improve transparency, financial monitoring, and budget management. It was recognised that the benefits of agreeing budget allocations and expenditure categories in advance, enables more accurate coding of costs and clearer financial reporting. Opportunities to simplify general ledger codes will also be explored to improve the usefulness of financial information. The Board noted that all previously identified value-for-money savings have been achieved and that no additional savings requirements have currently been identified. The Commission's current 2027 budget cash limit is £1.7 million, with further increases anticipated following confirmation of a £50,000 transfer from the Health Department and a £31,500 allocation relating to the Assisted Dying programme. Finally, the Board reviewed historic budget performance and noted that, while the final 2026 outturn position is not yet confirmed, current forecasts indicate an overall underspend at year end.	
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6.	Risk Update
	The Board noted that this matter had been discussed in detail in the Confidential Section and acknowledged the outcomes of that discussion.

7.	Review of Constitution and Framework Agreement
	The Board received an update on the governance review and the development of key governance documents, including revised constitutional arrangements, new Terms of Reference, and the ongoing development of the Framework Agreement. The Board reviewed the draft documents and agreed that they should remain concise and accessible, with supporting detail provided through appendices or linked documents where appropriate. Commissioners were invited to provide feedback, and it was agreed that all governance documents would be held in a central location to support collaborative review and version control. The Board noted the overlap between the Governance and Risk workstreams and agreed that these areas should be considered together to ensure alignment and avoid duplication. A joint meeting will be arranged to review feedback, clarify responsibilities, and refine the documents before final versions are presented to the Board in October. It was noted that small changes have been made to the Framework agreement and once finalised will be shared with The Accountable Officer.

8.	Forward Look
	The following was agreed: Jackie Hall (JH) had provided apologies for the engagement event scheduled for October. However, JH confirmed that they will attend the Board meeting remotely via online participation. The Board discussed future Commissioner recruitment and the need to identify any gaps in skills and experience. The Board agreed that vacancies provide an opportunity not only to replace outgoing Commissioners but also to strengthen the Board's overall capability and support its future strategic priorities. Two key areas where additional expertise would be particularly valuable: • Senior executive-level experience in mental health services • Senior executive-level experience in children's services These areas were agreed as priorities for future recruitment and will inform the development of person specifications for the forthcoming Commissioner vacancies.

9.	AOB
	None

JERSEY CARE COMMISSION

Action Points

	Action Point	Owner	Status
1.	The Constitution and Framework Agreement to be converted into Word format and made available to the Board via Microsoft Teams	Business Support Team Leader	Complete