



Subject:	Minutes
Date of Meeting:	20/07/2020
Author:	Lois Sidney
Purpose:	For agreement

Board of Directors

1. Apologies:

Apologies: No apologies

Present: Jonathan Wells, Lois Sidney

2. Minutes of Last Meeting:

Agreed as correct

3. Matters Arising:

The definition of Meaningful Engagement has been added to the Executive Directors report to add context. The requested amendments to the finance report have been undertaken and approved.

4. Chair's report:

JW was pleased to note that The SUN Network had been able to exceed quarterly targets and provide valuable feedback to services and commissioners and build upon our existing network of stakeholders

5. Executive Director's report:

It was agreed that the Executive Directors report was focusing on achievements and that it was really important to focus on these. There were a few acronyms that the chair requested be explained prior to the report going online. **ACTION:** Lois to review and amend acronyms. The RAG rating of the KPI's was confirmed as being an end of year rating, not a quarterly rating.

6. Finance Report:

The finances were presented, and the previous required amendments had been undertaken and were sufficient for the boards requirement to forecast to the end of the year. The reserve was not indicated, and the report shall be amended to show the reserve this quarter and moving forward.

ACTION: Lois to ensure reserve is visibly reported

The carry-over of £31,000 was discussed along with the KYH (Keep Your Head) position.

ACTION: Lois will put together a case for the carry over to fund the position of KYH role and a part time Engagement Facilitators role for a fixed term of 2 years.

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7. Risk register:

The risk register was reviewed and in light of Covid-19, it will be reviewed again in 3 months. The change in commissioners along with the changes in the way we operate due to Covid-19 were discussed. There was a reduction in two areas of risk as The SUN Network have performed well this quarter and maintained good relationships with stakeholders and commissioners.

8. Revised Policy – Payment of The Public

The above policy was revised and approved by board.

9. AOB

There was no other business

10. Date of next meeting

Date of next meeting was agreed as:

26th October 2020 1230pm. Preliminarily booked as a Teams Online meeting.