



Subject:	Minutes
Date of Meeting:	27/4/2020
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:

LS contacted Suffolk User Forum and was due to visit in March. This was postponed due to Covid-19

HB had devised a SurveyMonkey questionnaire and had advised that she will forward the responses on to the SUN. This action will be closed.

The Winding Road project was discussed, and more people may be invited to participate to increase the numbers due to us being unable to contact some of the previous attendees.

The MoU KPI will be removed and not replaced.

4. Chair's report:

JW praised the SUN Network for the transition into home working and still providing a valuable service to the commissioners and service users. Recruitment to the directors board. It was agreed that we need to be more flexible in our approach to recruiting and that the current situation of two directors, although legitimate was not ideal.

5. Executive Director's report:

Definition of Meaningful Engagement - Meaningful engagement will be defined by any involvement opportunity that includes service users in a more involved way than offering feedback on their experiences. For example peer assessing, sitting on tender or interview panels, attending meetings, co-production work or telling their stories. This list is not exhaustive.

The KPI's were discussed and an agreement as to why the MoU KPI would be removed, as the KPI was aimed at the newly created organisation and is no longer necessary.

6. Finance Report:

The finances were presented and there are a few amendments required to the presentation of the document. The annual audit was discussed.

The SUN Network Cambridgeshire and Peterborough
The Maple Centre: 6 Oak Drive, Huntingdon, Cambridgeshire,
PE29 7HN

www.sunnetwork.org.uk
Registered Company No: 11167922



@SUNnetworkCambs



The budget was approved by board in February. There was a carry over of £31,000 and this carry over will fund a FTE one year post and also increase a current post from 0.6 FTE to 0.8 FTE.

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.

8. Revised Governance Policy – Non-Executive Directors

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:

20th July 2020 10am. Venue TBC following Covid-19 updates.

The SUN Network Cambridgeshire and Peterborough
The Maple Centre: 6 Oak Drive, Huntingdon, Cambridgeshire,
PE29 7HN

www.sunnetwork.org.uk

Registered Company No: 11167922



@SUNnetworkCambs