



HOOPLE BOARD

Minutes of a meeting of the BOARD OF DIRECTORS OF HOOPLE LTD held in the Leominster Room, Ground Floor at Plough Lane, Hereford, on Monday 4 February 2019 at 12.00pm.

Board Members present:

Richard Ball (RB) Non-Executive Director – Herefordshire Council
Andrew Cottom (AC) Non-Executive Director - Wye Valley NHS Trust

Officers Supporting the Board:

Nick Mather (NM) Chief Operating Officer
Audrey Clements (AEC) Head of Management Accounting, Herefordshire Council
Liz Chandler (LC) Company Secretary Support / Minute Taker

Invited:

David Warden (DW) Associate Director IM&T, Wye Valley NHS Trust
Clive Hall (CH) Acting Assistant Director for Highways and Transport

1. Apologies and Welcome

- 1.1 Apologies noted from Harry Bramer, Non-Executive Director of Herefordshire Council.
- 1.2 The Chairman welcomed Clive Hall, Acting Assistant Director for Highways and Transport to the meeting as the new commissioner for Herefordshire Council.

2. Declarations of Interest

- 2.1 There were no declarations of interests received.

3. Minutes, Action Sheet and Matters Arising

- 3.1 The minutes of the board meeting held on 29 November 2018 were approved as an accurate recording of the meeting.
- 3.2 All actions were noted as complete.



4. Finance and Business Update

- 4.1 The board noted the finance and business update report including the 2018/19 outturn position, the progress to date made by the business and the key issues and risks.
- 4.2 In relation to the pension transfer, AEC informed the board that Herefordshire Council have agreed in principle to the transfer. An amendment to the admissions agreement has been drawn up by the council's legal team and AEC agreed to follow this up.
Action: AEC
- 4.3 AEC confirmed to the Chairman the objective is to have the pension transfer in place for the 2018/19 accounts.
- 4.4 NM advised that risks associated with brexit had been reviewed and as a result practical measures had been put into place. Customers buying IT are being advised to buy sooner rather than later as it has been noted supply chains had lengthened.
- 4.5 NM reported Home First continues to grow and with 23 currently employed and there are five vacancies in place. The Chairman acknowledged their attendance at a recent Wye Valley NHS Trust board workshop, which was well received.
- 4.6 NM confirmed that Business Development Manager interviews will take place on Thursday 7 February 2019.
- 4.7 The board noted the finance and business update report presented by the Chief Operating Officer.

5. Draft Business Plan and Draft Budget 2019/20

- 5.1 The business plan was presented to the board for information and comment.
- 5.2 The board noted the draft business plan and draft budget for 2019/20 and a final version would be presented for approval at the March board meeting.

6. Debt Recovery

- 6.1 The board noted the report.



7. Trusted Assessors

7.1 The board approved the employment of the trusted assessors.

8. Scheme of Reservation and Delegation

8.1 NM advised the Scheme of Reservation and Delegation had been updated following the approval of the contract procedure rules at the November board meeting.

8.2 The board approved the proposed amendments for subsequent agreement by the shareholders.

Action: LC

9. Forward Plan

9.1 It was noted the pay review has been included on the forward plan for the March meeting.

10. Any other Business

Next Meeting Date - 21 March 2019

10.1 NM advised he may not be at the board meeting in March. The board discussed moving the meeting to the 4 April 2019.

10.2 LC to check availability with Harry Bramer and to confirm the new date with the board members

Action: LC