**MINUTES OF RWPN COMMITTEE MEETING – 17/2/21**

**PRESENT**

Simon Labbett (Chair)

Daniel Scholes (Treasurer)

Dawn Bridgehouse (Secretary)

James Bole

Norma Baillie

Andrea Doyle

Debbie James

Simmone Miller

Nicola Poole

Ian Moran

Martin Kearney

Ray Maxwell

Linda Paine Winnett

1. Minutes of the previous Meeting were approved.
2. A warm welcome was given to Ray Maxwell who is the new Rep for Northern Ireland, following Peter Lock stepping down. A thank you was given to Peter for all his hard work on the Committee.
3. Assessors Course – Simmone Miller and Jo Hook are attending the level 3 course which is a recommended feature for assessors delivering the End Point Assessment for the rehab apprenticeship standard. The course is being funded by RWPN.
4. Last years AGM and Seminar was a success. Thanks was given to Debbie James for her presentation.
5. Bio’s are now up on the Website of Committee Members. <https://www.rwpn.org.uk/RWPN-Management-Commitee> **Bios still required from Jim and Ian**
6. Feedback was given by Andrea Doyle regarding CVI Registration Cards. Advised that feedback has been helpful and many Local Authorities are devising their own Cards. Local Authorities are directed to issue a CVI card or letter when a person is registered. A selection of Card designs will be displayed on the website for Members to see. **Andrea to compile any changes and sent to Simon**
7. There are currently 418 full Members of RWPN, which includes group membership. A couple of new Members are Hab VI UK Members. Overseas Members can join as long as they qualified in the UK. Guide Dogs have now signed up for full Membership. Rehabs in Wales are being funded by the Wales Council. Managers Membership stands at 112. Student Membership stands at 107.
8. Treasurers Report - £36,643.58 in the Current Account, £5,003.32 in the Contingency Account, £9,564.31 in the PayPal Account.
9. Annual Seminar 2021 – this will take place virtually on Teams or Zoom. Date and content is yet to be confirmed. Eventbrite will be the booking method. It was suggested that breakout rooms could be used for smaller discussions. BCU will not be involved this year due to work loads. A suggestion was made to complete a workshop on O&M Apps that could be utilized during the current pandemic.

10.Professional Standards Authority recognition – Simon submitted a draft at the end of December and received written and verbal feedback in January, which was predominantly very encouraging. The Risk Matrix has been largely approved but the addition of professional boundary and behavioral risks is required. The verification of proof of qualification needs to be looked at and a policy will need to be submitted to the new Registration and Professional Standards committee. An example, provided by PSA, was the proof needed by the GMC for doctors wanting to submit alternative proof.

PSA are currently reviewing the scheme and will report mid March about any changes to the fee structure or any requirements in the application process.

**Simon to submit formal application late March early April.**

11.Applications have been received to join the committee for the Registration and Professional Standards. Applications were of a high standard. The Committee has been formulated and people notified of their successful application. Names to be confirmed once accepted.

12.Simon reported that ADASS and RWPN and England Vision Strategy are hoping to work with Skills for Care (in England) to promote the role of the profession and raise awareness of what it does.

13.Apprenticeships – Wales are not able to get involved with any apprenticeships at present due to numbers and so will be looking to boost their numbers in other ways that are currently being discussed.

In December RWPN gave notice to the Education Skills Funding Agency that it would not be seeking Ofqal recognition. As a result, and after negotiation, Occupational Awards Limited will be taking over the role of EPAO. Occupational Awards will employ the same assessors we would have used. Occupational Awared, RWPN and BCU met to discuss the transition. They have been open in admitting they know nothing about Vision Rehab but are willing to learn and RWPN is likely to be advising them in a semi-formal capacity. Simmone advised that they have already updated their website, having taken on advice about accessibility.

RWPN maintain responsibility for assessing last year’s COVID-delayed EPA. These will take place in the period March-May.

14.Habilitation and RWPN’s Role – Simon reported on his meeting with Sue Pilkington who manages Devon’s ROVIC service. It was generally acknowledged that Hab Vi Uk clearly has greater expertise in habilitation. They are more focused towards education structures and policy. However it was felt their members get less information and fewer benefits out their membership than with RWPN. There was general agreement that we can do more for hab specialists. Suggestions were made to have a Hab Worker on the Committee. **Simon to put a call out to see if there is interest in creating a hab-focused group of members to meet informally.**

16.AOB – Trainees will need additional support post Covid, they should be guided by supervision and support by mentors.

17.Date of next Seminar – it was decided mid June potentially 14th/16th. has been suggested

Date of next Committee Meeting – 24th May 2021.