

## RWPN Management Committee

23 February 2022 – On-line

### Minutes of meeting

Those present: Jim Bole, Andrea Doyle, Debbie James, Martin Kearney, Simon Labbett, Ray Maxwell, Simmone Miller, Ian Moran, Nic Poole, Daniel Scholes

Apologies: Norma Baillie, Dawn Taylor, Linda Paine-Winnett.

1. Declarations of Conflict of Interest. Simon stated why this standing agenda item was now in place and explained what might constitute of Col (as described in RWPN's Col policy). No Col were declared.

2. Minutes and matters arising.

Debbie corrected minutes to read that she had sent apologies for last meeting. Minutes approved.

- Students will now join after qualifying in September.
- Hamish McCallum has upgraded CPD software and is now on a hosting fee of £20 p/m
- Website rebranding. Not done. **Simmone and Amanda Labbett to discuss action**
- Simmone contacted OAL re assessors for apprenticeship EPA. New assessor has been recruited: James Aylett.
- Award scheme. Andrea reported she was still contacting potential award supporters.
- **Martin and Jim to send photos**

3. Membership and finance

Current account £51,666.25, Contingency account £5,003.80, Paypal £11,093. Daniel requested that the contingency account (i.e. reserves) be raised to £10,000 to reflect our increased financial-security obligations now that PSA approval has been granted. This was agreed. Amanda to transfer £5,000 from Paypal account.

Registrant numbers: 412. 76 of these have yet to pay this year (36 pending decision from Wales Council for the Blind). Amanda said that a sequence of automated repayment reminders has now been put in place.

Fee for 2023. Following Daniel's proposed options (previously circulated and commented upon) is was agreed:

- Individual members fee to raise to £90 from £84 (and other reduced rate payments to increase at commensurate rate).
- Group member rate to rise to £75 from £60
- **Daniel to report back with options for large volume employers to pay a lesser per-head-rate-rise**

It was agreed that this rise was modest and first in 8 years but that its link to registration and improved professional standing needed to be clearly explained to members at AGM.

#### 4. PSA accredited register

Simon reported that the PSA made the decision this week to approve our register. Awaiting formal notification so currently embargoed. There will be conditions and recommendations **Simon to forward these to the committee for full consideration, and also forward relevant issues to the Reg and Professional Standards Committee.**

It was agreed that:

- The management committee should formalise a Habilitation committee role.
- Andrea agreed to fulfil this role and our constitution allows for us to this. **Andrea to review the PSA report and propose actions for RWPN to meet its obligations to Hab workers and to their presence on the register.**
- lay representation on the committee would be desirable.
- Terms of Reference for the management committee are required. **Simon and Daniel to draft suggested ToR.**
- ToR to define relationship between RWPN's two committees. This committee felt it important to be able to provide information to, and be informed by, the Reg and Standards committee, but still respect that we can have (and be seen to have) no role in their decision-making process.

#### 5. "Assessing Criteria and process for assessing qualification"

This is a likely PSA condition and an area that lies with the Reg and Prof Standards Committee. There was a lengthy discussion about the apprenticeship standard and the implications of the route that does not have an academic qualification as an outcome.

It was agreed that this is a significant departure for the profession. The new referral route offers a real prospect of raising the numbers of qualified professionals and bringing in people who are hands-on and practical. This is set against the perception (and possibility) that this might lead to a reduction in the standards of practice, and that this was most problematic when a future training provider was not a recognised “expert” in the field.

It was also acknowledged that a non-academic qualification route may prohibit practice in Wales where the national qualification framework does not recognise this route. It may also prohibit anyone in the UK wanting to subsequently undertake the top-up degree option.

In addition to these issues being examined by the Reg and Prof Standards Committee, it was also recognised that the potential for Col should be looked at by that committee in reference to the End Point Assessment delivery since there may be genuine cause for concern. RWPN’s role in External Quality Assurance raises a formal avenue for us to do this.

### **Simon to discuss Col with Occupational Awards Ltd**

### **Prof Standards Committee to discuss on-training content with Vision Rehabilitation Training.**

#### 6. Manager’s course

Andrea, Ian and Ray confirmed work is on-going to produce a free on-line training course for managers around supervision and supporting a ROVI workforce.

#### 7. Videos describing ROVI service

Request for knowledge of any useful videos that describe/illustrate what we do. Aside from Hertfordshire and Guide Dogs, potential for one having been made in Durham, but otherwise very limited number of examples.

#### 8. Annual Seminar

Andrea and Simon have had an initial discussion with Dave Bignell at BCU. Ideas were discussed at this meeting. Ian happy to lead discussion around supervision and mentoring (possibly with inclusion of Michelle at BCU). Debbie to provide a session on why qualified workers should undertake the level 6 training and a taster of what it covers. Dave session on canes would be very welcome. Andrea to discuss further with Dave (Simon to join if possible).

9. Date of next meeting – Thursday May 26<sup>th</sup> Birmingham. Longer session than normal (at venue to be confirmed) looking at business planning and succession planning. On-line link required.

10. AOB

Ian requested views on value of regulation of services (as opposed to registration of individuals) in Wales, as proposed by RNIB Cymru.

Simone sought clarification about RWPN's role in promoting awareness of research projects that may benefit ROVIs or their clients. Unless it is a project we are formally engaged in, we are able to provide information (but no endorsement).

February 2022