**RWPN Management Committee Meeting**

**- 26th January 2023**

**Held Virtually**

**Present:** Simon Labbett (Chair); Andrea Doyle (Vice Chair); Dawn Bridgehouse (Secretary); Daniel Scholes (Treasurer); Simmone Miller; Debbie James; James Bole;

Martin Kierney; Kate Laybourne; Nicola Poole; Ray Maxwell

**Apologies:** Ian Moran, Norma Baillie

In attendance Josh Feehan, Nickki Sadler (Registration and Prof Standards Committee)

Kate was welcome to her first meeting as a committee member. SL reported that Linda Paine-Winnett has stepped down from the committee.

1. Conflicts of Interest. SL declared a CoI in relation to any discussion around the Glasgow Caledonian University course, due to him providing teaching input.
2. Minutes of previous meeting and matters arising. The minutes were agreed as accurate.
3. Matters arising.
4. The names Vision Rehabilitation/Habilitation Specialist are now formally adopted by RWPN. SL had written to RNIB, Guide Dogs and Visionary requesting use of the terms when discussing the profession. Discussion around potential name change of organization to be raised in next meeting. Possible to see views via LinkedIn. Name needs to include Habilitation.
5. AD has worked with SL and current register of professional risk has been updated to include habilitation. Will be submitted to PSA alongside other aspects of the Conditions and Recommendations set out by PSA in April 22.
6. SL to contact BAME vision re vacant management committee post. **Outstanding**
7. ToR for this committee now posted on website

3. **Finance and membership**

DS presented the current figures. Current account £57,512.39 Reserves acc £10,013.03 Paypal £13,895.45. Transfer of £10,000 from Paypal to be actioned. DS requested to investigate higher interest rate accounts. Agreed.

New membership fee now in place. Agreement made for members formerly paid by Wales Council for the Blind can transition to a rate of £70 p/a this year before rising to full rate next year.

Sustainability. DS raised the idea of obtaining a grant to pay part time or full time member to sustain the chair post in the future. This is part of the sustainability plan submitted to PSA. An opportunity to open discussions about core funding may exist with the VI Voluntary Sector Partnership (RNIB, GD, TPT, BVUK, Visionary) as they look at how to support rehabilitation and habilitation. Agreed that there is probably poor understanding in the sector about how we finance our work – **SL and DS to review ways to approach this**.

**4.PSA**

SL reported on the new PSA fee structure and that our calculated per-head fee is £5.75 in addition to the lump sum registration fee. This will be due before march 31st. SL and Amanda Labbett are preparing the required submissions to meet the Conditions and Recommendations that were set with our accreditation.

**5. Manager training**

Lengthy discussion on the difficulty of providing any training without a clearer understanding of the barriers. Any training plans to be paused. SL said he felt that RWPN needed to tackle this in partnership with more influential players in the sector and with a more strategic approach with ADASS (in England).

SL proposed to talk to TPT Sight Loss Councils around engaging their members. Feeling of lack of urgency with VI Charity Sector Partnership. **SL to contact TPT re Sight Loss Councils and communicate with the rehab/hab leads in the partnership. SL to contact ADASS workforce group (possibly on regional basis).**

6. **Equality Diversity and Inclusion**

SM to work on a position statement (as also required by PSA). Has sent a statement to SL and AD. Points need to be amended and updated and legislation links need to be added. **SM, AD and SL to progress**

7. **Glasgow Caledonian University Low Vision Rehabilitation course restart**

Funding in place from The Alliance and TPT for 50% of fees for 19 students. Course has same structure and content as pre-existing accredited course from 2016-18 The course starts in March and SL likely to be one of teachers on the course. 19 people have signed up to date.

8. **Providing for our members**

AD is now in new role as a Habilitation Specialist and as our Hab rep, she said she is looking into how we can support Hab members. AD said she would like to proceed with an approach that aims to include Hab VI UK if possible. **AD to provide an update at next meeting.**

9**. Professional Study Day**

The study day will definitely run in the autumn. SL asked for comments on the view, expressed by David Bignell at BCU, that the annual seminar may be every 2 years. It was strongly felt that the face-to-face nature of the event is valued and should go ahead. [subsequent logistical difficulties at BCU with room booking procedurees are placing this in doubt]

**AOB**

SL confirmed that the apprenticeship review of the standards (chaired by GD), which has been paused after the consultation, will restart, but date of restart not known.

The question was raised about what happens with people who has no recourse to public funds with respect to vision rehab. To be discussed.

**NEXT MEETING**

May 18th 2023 (virtual)

September 29th 2023 (face to face at BCU tbc)