



Committee: NORTHERN IRELAND BOARD

Date: 4th December 2017, 2.00pm

Venue: Mitre Rehabilitation Unit, Musgrave Park Hospital

Present: Catherine Burke (Chair), Patricia Finlay, Stephanie Heasley, Emer Hopkins, Jennifer Howard, Siobhan McAuley, Elaine McConnell*, Cathie McIlroy, Fidelma Moran, Vicki Quinn, Jane Rankin, Teresa Ross

From the CSP: Natalie Beswetherick, Philip Hulse, Hilary McErlean, Claire Ronald*, Tom Sullivan

From Ulster University: Annette Harte

*arrived at 4.50pm

1. Apologies were received from: Brian Beattie, Stuart Kernaghan, Sean Moran, Katherine O'Neill, Alison Robinson and Fiona Talbot.

Natalie Beswetherick, Annette Harte and Philip Hulse were welcomed to the meeting.

Register of Interests: nothing recorded.

2. The minutes of the board meeting held on 18th September were approved (proposed: Cathie McIlroy, seconded: Vicki Quinn)

3. Correspondence Received

All correspondence had been emailed to members in advance of the meeting.

4. Short life working groups

Band 5 Engagement Event. More than 50 band 5s had attended this event and some had expressed enthusiasm for a follow up. The venue and catering costs were £1039.25 and £76 was spent on speaker gifts.

Board Lecture. Phil Glasgow's speech had been well received by more than 80 attendees. Catering costs were £1225.10 and £100 was spent on gifts.

Gathering Evidence. Emer Hopkins, Fiona Talbot and Aveen McCraith had produced a video on the benefits of primary care (available to view on vimeo) for a total cost of £360. After discussion, it was agreed that the next steps should be to: promote the primary care video and if possible to make it available via the CSP website; and to produce infographics explaining first contact and self referral.

5. Other Activities

Planning for the GP federation event still ongoing.

Primary Care Pilots

Pilot started on 1st December in SE Trust, and another to start during January in Western Trust.

ICSP Conference

Siobhan McAuley had been involved in organising the 2017 conference, and had attended, along with Catherine Burke. The 2018 conference will be held in Sligo on 9-10 November; it was suggested that there should be more involvement from Northern Ireland and that the Board should more widely promote this event among NI members.

6. CSP Practice Based Learning Initiatives

Natalie Beswetherick updated the Board, with input from Dr Annette Harte of Ulster University.

To date no examples from NI had been submitted to the CSP campaign. After discussion, it was clear that NI placements are organised successfully in a wide range of clinical areas (eg. Paediatrics/community/charity sector). Annette agreed to provide NI examples of Practice Based Learning Initiatives to share with the CSP though it was noted that there is some difficulty accessing the campaign info from the CSP website – website is being improved but best advice at present is to access via google search.

During discussion it emerged that Ulster University is planning to ask clinical educators to stop giving students an exact mark and to simply say if they had passed or failed. Many concerns about this change. After discussion it was agreed that Catherine Burke would write a letter on behalf of the board expressing concern that this change had

been proposed without any evidence that it would improve matters. Catherine would clear the letter with Annette Harte before sending to the Head of School (Professor Suzanne Martin).

7. Board Funding and Planning

Dr Fidelma Moran updated on the current level of board finances – it was expected that once all expected bills were paid, the account balance would be in the region of £1500.

(Elaine McConnell and Claire Ronald arrived at this point, 4.50pm)

Future Events 2018. After discussion, Board members agreed to move forward with the following idea:

An event aimed at band 6/7 progressing to band 8. Siobhan McAuley, Cathie McIlroy and Catherine Burke would form a short life working group to take forward. Patrick Donnolly would be asked to join to provide a private practice perspective for those outside the NHS who want to specialise and move into more senior roles. Vicki Quinn agreed to try to find a volunteer from the Western Trust. Board members agreed to input by asking band 6 colleagues what they would want from an event and feeding back. It was agreed that the event should be held in early June if possible. Catherine Burke agreed to speak to Rob Yeldham re: the process for applying for extra funding if necessary.

Treasurer. After discussion, Board agreed in principle to transfer all monies over to the CSP accounts office – Board will still have control of how the money would be spent, but all future payments will be electronic, meaning there will be no requirement for a board cheque book/signatories etc. (This decision would be taken to the AGM for ratification.) Board members were reminded that the post of treasurer would become vacant at the AGM - a volunteer to take over this role would be required.

8. New Council Elections: Promoting Voting

Board members discussed the upcoming Council elections. All nominations would have to be submitted by 15th January and voting would take place during February. All members of the CSP would receive a voting pack. Discussion around the best way to promote candidates from Northern Ireland. Board felt it was essential that everyone was aware that the elections were on the horizon, and of the importance of voting. Catherine Burke would send an email to Heads of Service with a request to cascade to staff, and to Patricia Finlay to cascade through Physio First.

There was a discussion re: the provision of reimbursement to private physiotherapists vs the lack of provision for backfill for NHS employees. Teresa Ross agreed to feed thoughts through to the December council meeting.

9. Feedback from Board Members

One H&S rep had resigned, but two new stewards had come on board.

10. Reports

Reports had been received from the SNO, Treasurer, Policy Manager, Education Representative and the Heads of Physiotherapy and had been made available on icsp in advance of the board meeting. Teresa Ross clarified a reference to first contact practitioners in the HoS report. There were no other comments.

11. Key Items

For council:

- Board thoughts re: importance of funding backfill for Council members.
- Report back on the band 5 event and the board lecture.
- Primary care/1st contact practitioners/advanced practice work/workforce planning

For Frontline:

- Band 5 event
- Board lecture
- 1st contact/primary care

12. Dates and times of board meetings during 2018

The following dates were agreed. All meetings would be held at the MITRE rehabilitation centre, Musgrave Park Hospital, and would commence at 2.00pm.

Monday 29th January (open to all members)

Tuesday 10th April

Monday 11th June

Monday 10th September

Monday 3rd December

13. Any other business

Discussion re: possibility of an event highlighting prizewinners/finalists. Agreed that working group could take forward.

Discussion re: methods of attending meetings. Board to consider options (Webex etc) and discuss at AGM.

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Actions:

- Gathering Evidence: shortlife working group to promote the primary care video and if possible to make it available via the CSP website; and to produce infographics explaining first contact and self referral.
- GP federations engagement event: Tom Sullivan to take forward and agree date as soon as possible.
- Letter re: clinical educator marking system. Catherine Burke to prepare a letter and clear with Annette Harte before sending to Professor Suzanne Martin.
- CSP Practice Based Learning Initiatives. Dr Annette Harte agreed to send examples through to Gwyn Owen.
- Preparing for Senior or Specialist Post/Band 6/7 event. Siobhan McAuley, Catherine Burke and Cathie McIlroy to form working group to take forward. Catherine to ask Patrick Donnolly to join. Vicki Quinn to try to find a volunteer from within the Western Trust to join. Working group to meet immediately after the 29th January AGM. All board members to ask band 6 colleagues what they would want from an event. Catherine Burke to speak to Rob Yeldham re funding if required. Hilary McErlean to add discussion of progress on this event to the March board agenda.
- AGM agenda. Items re: transfer of board funds to CSP and consideration of methods of attendance at meetings (eg webex) to be added.
- Council Elections. Catherine Burke to send email to Heads of Service/Patricia Finlay re: upcoming elections and the importance of voting.
- December Council meeting. Teresa Ross to feedback board thoughts on funding for backfill.