



Committee: NORTHERN IRELAND BOARD

Date: Monday 18th September 2017, 4.00pm

Venue: Training Room, MITRE Rehabilitation Centre, Musgrave Park Hospital

Present: Catherine Burke (Chair), Emer Hopkins, Aisling Hutchinson, Stuart Kernohan, Siobhan MacAuley, Fidelma Moran, Sean Moran, Vicki Quinn, Jane Rankin, Fiona Talbot

From the CSP: Philip Hulse, Hilary McErlean (notes), Claire Ronald, Tom Sullivan, Rob Yeldham

1. Apologies: were received from: Brian Beattie, Gillian Bingham, Patricia Finlay, Stephanie Heasley, Jennifer Howard, Cathie McIlroy, Gail McMillan, Paul Rafferty, Alison Robinson, Teresa Ross.

Register of Interests. No interests were noted.

2. The draft notes of the meeting held on 12th June were approved. (Proposed by Siobhan MacAuley, seconded by Elaine McConnell).

Matters Arising.

Specialist Physiotherapists/Experts. Teresa Ross had provided the listing of specialist physiotherapists in the different trusts – document available to view care of either the Belfast CSP Office or Catherine Burke.

GP Federation event. This event had been postponed: possibly would be held in the second week of October. Tom Sullivan would circulate information to Board members as soon as possible.

Role of Treasurer: no volunteers had come forward. Rob Yeldham confirmed that boards now have the option of handing administration over to CSP.

3. Correspondence Received

All correspondence had been emailed to board members at time of receipt. There were no comments or queries.

4. Short Life Working Groups

Board Lecture. Tom Sullivan updated. The lecture would be held on the evening of Tuesday 21st November at the Long Gallery, Stormont. Phil Glasgow would speak on Leadership. The lecture would be preceded by a drinks reception: about 120 places would be available. Costs were estimated to be in the region of £1200. The working group would continue planning for this event. Suggestions re: invitees should be submitted via the CSP Belfast Office.

Band 5 Engagement Event. Katherine O'Neill updated. This event would be held on the morning of Monday 20th November at the Maldron Hotel, Belfast International Airport. Good recruitment opportunity – UJJ and CSP would both have stands at the event. Expenditure of a little over £1k approved by board members. An information page was live on the CSP website and interested band 5s may register via Eventbrite. Information on the event would be circulated to board members to forward to colleagues (done, 19th September). All board members asked to encourage/enable band 5 colleagues to attend.

Gathering Evidence. Emer Hopkins updated and presented a viewing of the first draft of the patient stories video. Rob Yeldham suggested the need to focus on thinking about what the video is for/who is it aimed at? What do we want them to do after watching it? Following discussion, Emer agreed to take comments on board and email the amended video through to Board members for further comment (done, 19th September). Emer agreed to speak to the CSP's digital marketing team to discuss the best way forward. Board approved a maximum editing fee of £500. The short life working group would meet and bring suggestions for future videos to the December board meeting.

Constitution Proposals. Catherine Burke updated. The short life working group had met and suggested several changes, including:

- Board members elected for terms of two years in a specific role or category
- A maximum of three terms in any one role.
- A maximum of ten years of membership in total (requiring the holder to have held at least two roles).

Board members agreed that they were happy for the constitution group to present these changes for approval at the 2018 AGM.

5. CSP Council Governance Review

Philip Hulse updated on the proposed changes being voted on at the 20th September council meeting.

If the vote at the AGM is in favour of the proposed changes, it will be important to try to elect someone from NI onto Council. The election will be held at the AGM on 11th November. Postal voting will not be possible, but proxy voting will be encouraged. Details to be issued in the near future. Vicki Quinn and Elaine McConnell will be attending the AGM.

Following a discussion on the best way to try to ensure that a candidate from NI is elected to Council. Fiona Talbot agreed to look at communication strategies to improve voting turnout if the proposed new Council structure is passed at the AGM, which may include a short life working group.

6. Board Planning and Finances/Funding

Rob Yeldham gave an update. Any thoughts or queries could be emailed through to yeldhamr@csp.org.uk

Board members expressed concerns re: proposed rise in membership sub of 4.25%. The proposed rise has been driven by a substantial increase in the cost of professional liability insurance.

Board would not be submitting a bid for further funding during this financial year as current account balance still healthy. Catherine Burke agreed to email board members seeking suggestions for ideas to bid for during the next financial year. All suggestions received would be discussed during the December board meeting.

7. Feedback re: raising awareness of CSP NI Board/Recruitment

Nothing to report at this meeting. Item to remain on agenda for December.

8. Reports

Written reports had been submitted by the Senior Negotiating Officer, Treasurer, Policy Manager, and Education Representative for Board members to read in advance of the meeting.

Representative to Council

Elaine McConnell would be attending Council on 20th September and asked that any thoughts be emailed through to her in advance.

Policy Manager. Tom Sullivan asked that any comments on the proposed Trust savings plans be emailed through to him as soon as a matter of urgency. Tom would email draft response through to board members for comment (done).

It was agreed that the following representatives would no longer be expected to regularly provide reports for Board meetings. (They would, however, be encouraged to provide written updates as and when relevant.)

- Health and Safety Representative
- IR Committee Representative
- Communications Officer
- PP & SD Representative
- Associate Representative

9. Key Items

The following were agreed as key items for Council and for Frontline:

- Primary care
- Band 5 engagement event
- Board video

10. Any Other Business

NI AHP awards ceremony would be held on 18th October, eight physiotherapy projects shortlisted.

ISCP conference would be held on 20-21 October in Galway.

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Actions:

- Re: GP Federation Event: Tom Sullivan would circulate information to Board members as soon as possible.
- Board lecture 21st November. Tom Sullivan to circulate further information as soon as possible. All board members to email contact details of anyone they thought should be invited to mcerleanh@csp.org.uk
- Hilary McErlean to forward information/Eventbrite link on the Band 5 event (done 19th September). All board members to print out and post on noticeboards and forward the information email to colleagues. All to encourage band 5 colleagues to apply.
- Hilary McErlean to email link to patient stories video out to board members for comment (done). All to email comments/suggestions back c/o Belfast office.
- Gathering evidence – to be put on agenda for December board
- Election to Council – Fiona Talbot to consider a communication strategy (possibly including a short life working group).
- Council Meeting 20th September – all board members to email thoughts to Elaine McConnell
- All board members to email Tom Sullivan with comments re: proposed Trust savings plans.
- Board Finances/Planning. Catherine Burke to email board members re: suggestions on bidding for next financial year.
- All board members to submit dates for calendar through to mcerleanh@csp.org.uk