

# POSTURE & MOBILITY GROUP (PMG)

## EXECUTIVE COMMITTEE MEETING

19<sup>TH</sup> JANUARY 2015

ARDEN HOTEL, BIRMINGHAM

## MINUTES

**Present:** Richard Earl (RE) - chairing, Helen 'Critten-Rourke (HCR), Kirsty-Ann Cutler (KAC), Paul Dryer (PD), Susan Gold (SG), Diane Hargrove (DH), Pam Harper (PH), Alison Johnston (AJ), Joanne McConnell (JMcC), Gail Russell (GR) -via teleconference

**In attendance:** Olwen Ellis (OE); Ffion Lane (FL)

**Apologies:** Rasheed Ahamed, Clare Canale (CC), Ros Ham, Paul Harrington, Lisa Ledger, Henry Lumley, David Punt

1. **Minutes:** minutes of October 6<sup>th</sup> 2014 meeting were agreed, with one correction requested by KAC with reference to future of HDTI. **Action OE**
2. **Commissioning - Supported Lying project**
  - i) AJ referred to the recent executive cttee email discussions regarding the possible funding of a guide on Supported Lying that Ginny Humphreys (GH), Jo Jex and Tanya King have approached PMG about.
  - ii) Agreed that £500 should be offered immediately in order not to hold up Phase I - writing a protocol for doing a literature review, then doing it and writing it up.
  - iii) OE to inform GH, and to advise the team to apply for funding for Phase II and III via the PMG Research fund. **Action OE**
3. **PMG Research Committee**
  - i) AJ gave an outline of 4 applications for funding currently going through the peer review process ahead of the adjudication meeting on March 24<sup>th</sup> 2015.
  - ii) OE reported that if all four are considered worthy of funding, the Research cttee will need to come back to Finance/Exec for a top up in 2015 funds.
4. **Finance**

PH reported as follows:

  - i) Confirmed that NTE 2014 realised a surplus of £100K
  - ii) Santander – still struggling with the bureaucracy
  - iii) Mileage allowance increased to 45p from January 1<sup>st</sup> 2015 in line with HMRC recommended rates
  - iv) £70K to be ring-fenced as a “war chest” – to be deposited in the new savings account with Santander
  - v) 2014 final quarter VAT return about to be submitted – deadline 7<sup>th</sup> February
  - vi) Next finance meeting will be via teleconference on 9<sup>th</sup> March 2015
  - vii) First meeting has been arranged with EPUAP to discuss possible collaboration for an International event in 2017 – meeting in Belfast on April 13<sup>th</sup> 2015.
  - viii) CIO status has now been granted to PMG: CC will make an announcement in due course.

## 5. Wheelchair Summit, 27<sup>th</sup> November 2014

- i) The main outcome of the summit was the formation of the National Wheelchair Leadership Alliance whose inaugural chair is Tanni Grey-Thompson. Several PMG members applied to be part of the alliance, with Gail Russell being invited to represent PMG - first meeting on 26<sup>th</sup> January 2015 at the House of Lords. Krys Jarvis will be there on behalf of the National Wheelchair Managers' Forum (NWMF), and Ray Hodgkinson for British Healthcare Trades Association (BHTA).
- ii) All agreed that pushing for national standards continues to be a priority, and that training for commissioners is also key.
- iii) OE reported that a meeting is planned for 18<sup>th</sup> March 2015 in Leeds between National Health Service Improving Quality (NHSIQ), PMG, NWMF and BHTA, mainly to discuss training (see item 7 below). PD agreed to attend this on behalf of RESMaG if required.
- iv) SG to forward OE the Scottish standards for wider distribution. **Action SG/OE**

## 6. Conference 2015

- i) JMcC reported that FL did a site visit to Leeds in early November to familiarise herself with the layout and to meet the conference staff. A couple of changes have been made as a result, with the registration area moving to be close to proceedings/exhibition, and the welcome evening changing location also – it will be a curry night this year, as opposed to a BBQ.
- ii) The conference programme may contain fewer free papers in 2015, depending on the quality of submissions, with an additional invited plenary speaker instead.
- iii) Dave Long is dealing with Blackwell's regarding the return of the bookstall for 2015, as Craig Egglestone (CE) has now retired from the committee. Agreed that CE should be presented with a gift for his long and reliable service. **Action OE**
- iv) SG to find out Geoff Bardsley's favourite malt whisky to be presented to him for his Aldersea lecture. **Action SG**
- v) Poster display – SG felt it was rather overcrowded at Cardiff, although very impressive. HCR will be in charge of the display at Leeds, and OE anticipates fewer posters this time, so hopefully the problem won't be repeated.
- vi) RE recommended inviting a psychologist to present about trauma therapies. SG recommended likewise. JMcC will keep in mind, either for 2015 if a suitable gap, otherwise for 2016. **Action JMcC**
- vii) FL reported that Leckey, Quantum Rehab and Soft Options have all offered to sponsor the same elements again this year: welcome evening, drinks reception and conference bags respectively. Blatchford is sponsoring PMG as a whole, by offering their in-house designer to create artwork for flyers etc. This means that Blatchford will also be allowed to book their stand a day early like the conference sponsors.
- viii) Bookings will open earlier this year: stands 2<sup>nd</sup> & 3<sup>rd</sup> March; delegates 10<sup>th</sup> March 2015.
- ix) JMcC reported that Emily Thomson from Gerald Simonds will be joining the conference committee, hopefully at the next meeting on 25<sup>th</sup> February 2015.
- x) For the forthcoming Feb training days, FL had contacted university OT and Physio depts - in particular with regard to the bursaries on offer. For the 2015 conference there will be 10 bursaries available specifically for students, with a further 10 for newly qualified/new to the field delegates, and FL had mentioned these to the OT and Physio depts also. PD suggested contacting universities which teach REs and clinical scientists: Bradford, Cardiff, Kings, Middx, Strathclyde and South Bank.  
**Action FL**

## 7. Education & Training

- i) GR joined the meeting via teleconference to feedback on the recent meeting of PMG E&T committee, and to seek exec approval re their proposals for the meeting with NHSIQ, BHTA and NWMF in March. GR had previously distributed a document outlining the ideas on training/accreditation. E&T feel that accreditation is vital for any PMG training programme and Sarah Clayton, who is now on the E&T committee, is willing to accredit courses, and help with the process.
- ii) KAC suggested that there may be other bodies also willing to accredit, although this has always been the stumbling block in the past. E&T feel that for NHSIQ to come on board, plans for accreditation need to be at least formulated by the March meeting with them. All agreed that we have to start somewhere, and using the NWMF competencies will clearly add value.
- iii) RE wondered if someone (DH?) shouldn't be commissioning a study into the financial savings that would come from investing in services now. GR feels that getting the assessment right is the priority and that investing in training will start to pay off immediately.
- iv) Exec approved for PMG to discuss provision of base level training with NHSIQ, with the possibility of also creating and providing the training programme. Suggested course title – *Level 2 Basic Skills in Posture & Mobility* (Level 2 = GCSE, A-C).  
**Action E&T**
- v) Other matters raised:
  - grandfathering
  - IPeM's minimum standards
  - Cf RESNA

## 8. Publications & Marketing

- i) **Website:** DH reported that the spec for the new website is now finalised; OE will shortly be sending it out for quotes to a selection of companies. DH remarked on how comprehensive the spec is, and thanked James Foy for his dedication in creating such an impressive document. **Action OE**
- ii) **Email signatures:** P&M committee are requesting all PMG committee members to add "I support Posture & Mobility Group" to their email signatures at work. FL to distribute in an approved PMG font, along with web address. Expand request to all PMG members when we have the new website. **Action FL**
- iii) **Strap Line:** P&M feel that the PMG website needs a strapline, and had come up with "Positioning for Life". Exec want mobility included, but to highlight education most, as this is the main aim of PMG. Take back to P&M. **Action DH/FL**
- iv) **Logo:** agreement with P&M that the current logo should be re-designed for the new website. DH presented a range of images which Sumed's designers had kindly created. DH to take all exec comments and ideas back for re-working. **Action DH**
- v) **Mission statement:** agreed that PMG should include a mission statement on the new website, summing up the current aims & objectives. **Action DH/FL**

## 9. AHP Awards

Agreed that an award should only be sponsored by PMG if it was guaranteed that someone working in the field wins; IPeM's sponsored award is related to their specialities. FL to inform promoters that PMG does not wish to take up the offer

**Action FL**

## 10. Future Meetings

OE to check CC's availability for a meeting in May 2015.