

Agenda.

1. Apologies for Absence
2. Agree minutes from last meeting
3. Constitution
4. BARC/UKRC meeting on 7th April 2009
5. BARC Launch event
6. AOB

Meeting Minutes following meeting on Wednesday 8th April 2009
Location: 60 Fenchurch St, London, EC3M 4AD

Attendance

Deborah Edwards	Argent Rehabilitation
Nancy Hempstead	Crawford Healthcare Chillout Rehabilitation
David Drew	Services
Neil Irwin	Corpore
David Bingham	IPRS
Pippa Smith	Moving Minds
Manda Holmshaw	Moving Minds
John Crawford	Proclaim

Appologies

Helen Merfield	HCML
Helen Spillards	ICMC
Caroline Arrowsmith	Speed Medical
Susan Henry	Speed Medical
Bruce Kearns	Remploy

Thanks was given by the Chair, David Drew, to Neil Irwin for the meeting room for this meeting, to Manda Holmshaw for organising the location and catering for the BARC Launch event in May and to Helen Merfield regards organising a speaker for the event and to David Bingham for his work with the BARC website.

Minutes of 4th February:

Accepted by the group.

Constitution

The option of retaining the term 'President' and its implications for the group within the constitution was discussed by the group and John Crawford proposed it remained as it would provide the group with options, this was seconded by David Drew and David Bingham and the term will remain in the constitution.

BARC **British Association of Rehabilitation Companies**



BARC/UKRC meeting on 7th April 2009

David Drew reported back on the meeting to the group with reference to the BARC agenda points raised at the meeting.

The attendees on behalf of UKRC were :

Catherine McLoughlin- Chair of UKRC
Joy Reymond
Mark Bayliss
Brenda Williams

Attendees on behalf of BARC were:

David Drew- Chair
Deborah Edwards
Manda Holmshaw
Ian Fulton

As this was an informal meeting, no minutes were taken. Notes were made individually by those attending. The meeting opened at 11.10 and closed at 12.30

David expressed thanks to Catherine and her team for the invitation to the meeting.

David opened by saying that BARC members felt that they had been excluded from the UKRC consultation process, particularly from the first key UKRC meeting in Dorking which UKRC referred to as the starting point for the remit of UKRC.

Ian Fulton, spoke on behalf of CMSUK and agreed with David that they too felt excluded and that the UKRC shadow council informed of their activities after the event and not prior to the event.

Mark commented that he felt that there had been wide consultation and that UKRC was now looking for the way forward. UKRC quoted involvement of HCML and Unum Provident as examples of providers that had been consulted. However Manda Holmshaw reported that Moving Minds had contacted the UKRC group and gained no acknowledgement or response. Brenda said that all information published had been displayed on the UKRC website. David responded that there was a clear distinction to be made between being informed and being involved. David stated that people's perception was their reality and that if people perceived that they had been excluded, then that was their truth. Much work would be needed to recover lost ground and establish trust amongst UKRC's target membership, including BARC members.

Catherine accepted the criticism and expressed a commitment to change. Mark confirmed that all future proposed actions would be transparent and open.

Agenda points :

1. Has the UKRC produced a constitution ?

UKRC reported that a constitution is being prepared as part of a pending application for charitable status and that BARC will have sight of it . UKRC is intended to be a

strategic group acting as an umbrella for all member organisations. UKRC reported that they are securing additional funding from grants of approximately £250000. It was asked if UKRC were confident of continued support by Government should there be a change in Party after the next election. UKRC affirmed that they were confident of this support.

2. Who will be eligible for the UKRC proposed elections and who would be eligible to vote ?

UKRC responded that one third of the current council members will remain on council for three years, other new elected council members will hold office for one year. Mark reported that up to 5 Council members would be Rehabilitation Providers. The remainder of the Council Members will be elected by the membership of UKRC. Meanwhile, an exchange of membership between BARC and UKRC was suggested. Joy proposed that a member of BARC's Working Council should be represented on UKRC's Working Council. David acknowledged and accepted the offer on behalf of BARC who would discuss who from BARC should attend.

(At this point discussion centred on who should represent BARC. It was felt that 2 members of the Working Council should represent BARC. John Crawford proposed that David Drew should be one representative. David proposed Manda as the second. It was agreed that these proposals would be placed on the BARC website for feedback from members before any decisions were taken.

UKRC reported that anyone registered on the UKRC website would be eligible to vote in the election of the Council and there was no breakdown of vote allocation . David addressed the BARC meeting regards registration on the UKRC website as individual members or as BARC. David Bingham suggested that may be both forms of registration would be appropriate . It was concluded that this should be addressed by BARC membership prior to registration on the UKRC website. Comments would be invited on the BARC notice board.

3. Who will be UKRC members?

All who are stakeholders in rehabilitation.

4. How can UKRC represent all those having a stake in the industry without considerable conflict of interest ?

UKRC responded that they will be an umbrella for all organisations. They will not be involved in clinical standards or issues under the remit of specific organisations.

David Drew addressed the group regards BARC making clear what we stand for, namely, the commercial interests of rehabilitation providers. It was agreed that we need to ensure that BARC interests are heard by the UKRC.

BARC and UKRC need to seek to bridge build in order to ensure that UKRC has a full understanding of rehab providers needs along with those of other stakeholders e.g. the NHS and sole providers. David Drew observed that it appeared the UKRC had not undertaken an extensive stakeholder analysis as many stakeholders-BARC members

included felt excluded and had no input to UKRC's remit. Manda Holmshaw cited NICE that had undertaken a wide consultative approach for the guidelines. it was concluded by the group that BARC should ensure that it addresses this issue for its own membership and elections in March 2010 and must actively invite contributions from its members through its notice board and through the forthcoming launch event. There was discussion regards clarity of purpose for UKRC and what the funding to be secured would be paying for. The UKRCs rehabilitation guidelines appear too generic and all encompassing but not practically implementable by all stakeholders.

5. What is the source of the UKRC mandate?

Mark responded that the "Dorking" meeting was the basis for UKRC's remit. The BARC response was that it was felt that this meeting was not widely known about and had been a forum for discussion for the developments of standards, alone.

7/8 How will UKRC consult with BARC and other bodies such as the CMSUK?

Through being invited to attend UKRC meetings and through putting forward members for the council as discussed above. Ian Fulton extended an invitation on behalf of CMSUK to Catherine to attend a CMSUK Board meeting.

9. The current UKRC membership does not seem representative of all types of rehabilitation, e.g. psychological rehabilitation which is a highly specialised area.

The BARC group meeting discussed at length how this would be covered by BARC and concluded that special interest groups would have to be set up within UKRC.

10. The current membership of UKRC is mostly devoid of provider representation. In the absence of such representation how representative and valid and practical will UKRC guidelines be ? The analogy would be similar to hospital managers prescribing to clinicians as to treatment methods.

As point 2, up to 5 UKRC seats will be allocated for Rehabilitation Providers

11/12 If the guidelines are rolled out in the NHS how will that happen and who will do the monitoring ? Will there be requirement for private sector providers to adhere to guidelines? If so, how will the guidelines be enforced and what will be the penalty for non compliance ?

UKRC reported that adherence to the guidelines would be entirely voluntary and it was not within its remit to impose either adherence or penalties for non-adherence. It was mentioned by David Drew and Manda Holmshaw that in an open market place, it is the customer who ultimately decides if their chosen provider needs to be a member of the UKRC. Mark said that all insurers hold the UKRC in high esteem. NFU was quoted as an example.

13. What plans do UKRC have for the appointment of a Chief Executive (reference their paper 8th December 2006) following the additional £250000 received from the DWP ?

UKRC reported that there were no plans or budget for a Chief Executive or Secretariat

14. How will the post be advertised and who will be eligible?

See point 13.

BARC members raised the issues within the group regards with whom we should communicate at UKRC? It was agreed that David Drew as our chair should communicate with Catherine McLoughlin the UKRC chair.

The way forward for BARC:

BARC would like UKRC to release a copy of their constitution. Additionally that this constitution is published to increase transparency and visibility.

For David Drew to request sight of the Application for charity status and a copy of the UKRC newsletter.

BARC members should be encouraged to register with the UKRC , but that it would be a matter for individual members.

Event launch:

David thanked Manda Holmshaw and Helen Merfield for their contributions to the Launch. It was suggested that BARC provides a small gift of thanks to Mr Douglas Carswell MP who has assisted BARC in securing a House of Commons room for the event . He invited to the event. Also to ask Mr Carswell if he wishes to invite any colleagues with an especial interest in rehabilitation to the launch.

Karen Elsmore volunteered to assist with the final event management details and offered for all RSVP to be sent to her email address, she would source the badges and the registration list for the day . Discussion centred on whom and how to release invitations to the event considered an invitation notice on the BARC website with RSVP to David Bingham? Who would produce the circulation list ? Should there be an invitation sent via the list as well as on the website ?

It was mentioned that there had been press releases of the event and Neil Irwin suggested as numbers would be limited for the event that providers only were invited.

It was concluded that Pippa Smith would circulate the current contact list to all members present and they would add to this. RSVP accepted on a first come first served basis.

Neil Irwin introduced Kay to assist us on the day serving drinks. Manda Holmshaw and Deborah Edwards offered a staff member each to attend to assist also.

David Drew to invite Catherine McLoughlin and Mark Bayliss as UKRC representatives to the BARC launch

BARC
British Association of Rehabilitation Companies



Regards the toast it was concluded that David Drew would open the launch introduce the speaker and then Tim Ablett, the speaker, would toast BARC.

AOB

- David Bingham reported he had been approached by an equipment manufacturer for rehab equipment regards BARC membership. It was agreed after discussion that such approached may be considered for sponsorship opportunities but not as members . This could be discussed further at the next meeting .
- Paperwork for the BARC bank account was signed by David Bingham, Treasurer, John Crawford and David Drew

OUTCOME:

- David Drew to contact Catherine McLoughlin re documentation mentioned in the minutes
- Pippa to send out a contact list to all council members in order that it can be added to for invitations to the launch event and kept up to date for membership applications.
- Karen Elsmore to draft invitation for the website and to send via the contact list. To receive the RSVP and produce the badges and registration documents on the event
- David to upload the invitation on the BARC website
- David Drew and Manda Holmshaw to be presented on the website to members for approval as names for BARC representation at UKRC

BARC Launch Event :

Date **Tuesday 5th May @ 1330**

Location : **House of Commons, Jubilee Room**

Next Barc Meeting for council members:

Date: **Tuesday 2nd June @ 11.00 am**

Location: **Remploy Offices , 202 Union St Southwark , London SE1 OLH**