

**Council Meeting held on Wednesday 29 June 2022**

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| **Council Members present** | |
| Ishmael Beckford  James Benson  Justine Croxton  Alex MacKenzie *(Chair)*  Sarah Morton | Reshma Patel  Alexandra Spearritt  Karen Robb  Marie-Claire Wadley  Katie Wilkie *(Vice Chair)* |
| **Staff** | |
| Matt Francis, Assistant Director, Head of Finance (CSI) (*Items 13 & 14*)  Rabia Hashmi, Interim Finance Accountant (CSI) *(Items 13 & 14)*  Roger Hitt, Head of Planning, Strategy Policy & Engagement (SPED) *(Items 7 & 10)*  Ashley James, Director of Practice & Development (P&D)  Rob Ledger, Asst. Director, Strategy, Policy & Engagement (SPED)  Jon Mawby, Director, Corporate Services & Infrastructure (CSI)  Karen Middleton, CEO  Meera Selvarajah, Lead Finance Business Partner (CSI) *(Items 13 & 14 )*  Kirsty Semple, Head of Governance (CEO)  Claire Sullivan, Director of Employment Relations & Union Services (ERUS)  Sally Ward, Governance Officer (GOV) | |
| **Observers:** Laura Blackburn, Doctor of Physiotherapy Student, Psychology BSc Hons, Glasgow Caledonian University  Daisy Goodhall, CSP Student Officer | |
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| **Apologies:** Leanne Antoine, Gemma Scott, Rob Yeldham | |

| **NO.** | **ITEM** | **ACTION** |
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| **1.** | **Welcome & Introductions** |  |
| 1.1 | The Chair welcomed Council members, staff and observers and clarified the remote meeting etiquette. Rob Ledger, SPED Assistant Director, was welcomed to the meeting attending on behalf of Rob Yeldham. It was noted that Rabia Hashmi, the new CSP Finance Accountant was attending her first Council meeting for the finance items. The Chair confirmed that agenda items 11 and 12 were confidential and observers would leave the meeting for these items. |  |
| **2.** | **Apologies** |  |
| 2.1 | Apologies for the meeting were received from Leanne Antoine. Rob Yeldham also could not attend. |  |
| **3.** | **Declarations of Interest and Confidentiality** |  |
| 3.1 | KM and CS declared a COI for item 12 – CSP Pension Proposal – as they were both CSP Pension Trustees. It was noted that CSP staff members in attendance were members of the pension scheme. |  |
| **4.** | **Minutes of previous meeting and Council Actions Log** |  |
| 4.1 | The minutes of the meeting held on 31 March 2022 were reviewed for accuracy and **APPROVED**, subject to the amendment below:  Item 16 had been incorrectly titled as ‘Council Chair & Vice Chair Role’ this should be amended to ‘Council Chair & Vice President Role’. Council also **CONFIRMED** its decision to amend the Standing Orders. | **GOV** |
| **5.** | **Matters Arising not otherwise on the Agenda** |  |
| 5.1 | It was observed that the Actions Log, had a number of actions for Council discussion and / or decision in December 2022 at the new Council first meeting, and that the agenda would need to be reviewed with this in mind to ensure it was not over packed.  Decisions Taken between Meetings  The Council **noted one decision** taken between meetings by written resolution:   1. **The ARC Constitution** |  |
| **6.** | **Chief Executive’s Report** |  |
| 6.16 6.1 | The Council received the Chief Executive Officer’s (CEO’s) report which provided an update on key issues across the CSP, provided assurance and summarised progress against strategic objectives and highlighted the most significant risks. Also included was an update on the equity, diversity and belonging strategy. The Council **NOTED** the CEO report. |  |
| 6.2 | The Executive highlighted the following:  - The external environment had continued to become an increasingly volatile one in which to operate, impacting members, staff and the organisation.  - For the first time, the CSP had experienced a reduction in the number of first year students who were becoming CSP members and that the density of CSP members was not increasing in line with HCPC Figures.  - At ARC, CSP members had received an in-person apology from the HCPC over the problematic renewals process experienced. Members had provided positive feedback that CSP support throughout this had made them appreciate their membership and that they belonged to the CSP.  - Comments had been made on social media platforms relating to transgender women that had caused concern and upset for members, this was a later agenda point for a full Council discussion.  - FCP continued to experience significant operational issues, however the leaders of the profession must continue to focus on the big picture; eventually operational problems would be eased and FCP would improve both the patient experience and the profile of physiotherapy massively as this system became normalised. |  |
| 6.3 | **NHS Pay Update:**  CS provided a verbal update on the current NHS pay situation, referring to the confidential email she had shared with Council in the previous week, and clarified the ongoing issues for the four nations and the potential for industrial action. Alongside the public sector pay dispute, the CSP were considering the knock-on pay implications for the independent sector and would be producing timely communications wo them regarding this. |  |
| 6.4 | Council expressed concern about how members would respond to pay offers and possible calls for industrial action, noting that member turn out at the TUC march on 18 June had been disappointingly low. The CSP presence at the TUC march had been well organised by CSP, however staff members had outnumbered CSP members. Council thanked CSP staff who had given up their time and attended at their own expense to march with other healthcare and NHS unions to demand action on the cost of living and pay. Jill Taylor, Chair of the Employment Committee, had addressed the rally on behalf of NHS workers and represented the CSP, she had also given an interview on BBC morning TV. Council acknowledged that only one Council member had attended the TUC march, which had been an important event for the profession. Council members must push themselves out of their comfort zone and support such events whenever it was possible for them to do so. |  |
| 6.5 | Member engagement was an increasing concern for Council, it had continued to get worse and had started to impact the CSP. Member engagement was a critical priority and focus of the CSP and it was not improving. This must now be a standing item on the Council agenda. | **GOV** |
| 6.6 | In response to questions the Executive confirmed that  - TUC member turnout was very low and that this reflected the mood of the CSP membership as well as the current post-pandemic low engagement levels of healthcare staff. However other healthcare unions, including Unison and RCM, had much larger delegations in attendance and the CSP section had seemed quite empty in comparison. Therefore healthcare burn-out was not the only reason for poor member engagement. If this level of turnout was to continue, it could be perceived negatively by other healthcare unions and there was concern about member’s ability to engage in activism in the future. No member activism and engagement meant no member / CSP voice.  - ERUS had regularly reviewed and updated their organising strategy in response to member numbers attending marches continuing to reduce over the past 7-8 years, noting this pattern had emerged pre-pandemic. They would continue to review this but were concerned that CSP organising efforts were not working.  - It was recognised that the majority of members were now joining the CSP for other reasons, not to become activists, however the CSP requires activism to create change. The current CSP activism levels were a new low for the CSP and efforts were required to move members along the engagement ladder to activism. |  |
| 6.7 | It was noted that the Chair and Vice chair of Council were attending a regional stewards meeting in July to discuss the lack of member engagement. As the leaders of the profession, Council members had to do some open, honest and tough talking with the membership over the coming months, without judgement but emphasising that members must engage with the pay issue as the CSP rejecting a pay offer with no consequences had no impact. Council members played a crucial role and must raise awareness of this issue. A devaluing of physio pay was devaluing the profession as a whole. The Executive would ensure that the Council were briefed on the key messages to enable them to be active in spreading the message in all ways they can e.g. on social media, at member events. In order to prepare for potential industrial action all membership data must be up to date, this was an action for Council to take away from this meeting to encourage members to check their data. |  |
| 6.8 | Council highlighted that so many physios are exhausted and demoralised and that the power of articulate Council and Executive voices could be used to inspire the membership into action. Members had to be educated that they can make a difference, that activism is an end in itself as members go away from it feeling energised and that they were part of something that was trying to effect change. Council leadership had to help inspire the membership and provide hope in times of despondence. |  |
| 6.2 6.9 | **First Year Students:**  Council reflected on the reduction in first year students who were becoming CSP members and noted that this pattern had also emerged in other professions. There had been a slow decline in student membership numbers over the past 4 to 5 years, however the pandemic had had a massive impacts on unions generally. The importance of in-person visits to universities could not be under-estimated to inspire the next generation of physios with our passion for the profession. Council had access to support from the CSP Student Officer (present as an Observer at the meeting) to build relationships with their local universities and arrange visits and talks. |  |
| **7.** | **2023-2027 Corporate Strategy** |  |
| 7.1 | The Council were invited to consider the final draft of the CSP Strategy 2023-2027, outlined in Annex One of the paper.   * - Council **CONFIRMED** the draft as the strategy that it wished the organisation to plan to deliver in the years 2023-2027. * - Council **AGREED** that the draft strategy would be shared internally with the status of Council’s preferred strategy, subject to any amendments Council made to resolve issues arising during the operational planning. |  |
| 7.2 | * - Council offered guidance on what evidence they would find useful to monitor progress in delivering the strategic aims, stating that current organisational strategic reporting systems remained reasonable and appropriate. Council received high level reporting with assurance that organisational reporting systems captured the detailed analysis of progress and risk. Council reports should continue in an **exception reporting style** that highlighted areas where the CSP was over or under performing or were experiencing operational challenges in implementing strategy. In terms of regularity of reporting, Council noted that it was difficult to measure progress for some strategic aims and that patterns over the five year strategy would not necessarily emerge within a specified time frame, therefore exception reporting was appropriate. |  |
| 7.3 | It was **AGREED** that the Executive would produce 2023-27 strategic update reports to be reviewed for appropriateness by a small group of Council members ahead of being presented at a Council meeting – Sarah Morton, Karen Robb, Ishmael Beckford and Alex Spearritt volunteered to review these reports. |  |
| 7.4 | Council **AGREED** the remaining steps that would enable it to finalise its decision on the CSP Strategy 2023-2027 as outlined in the paper. |  |
| 7.5 | In response to questions, the Executive confirmed the following:  - ARC Motions had been mapped to CSP strategy and would come to Council for decision in September. The majority of motions sat within the strategy, but for a few that might not Council would be required to make a decision on what needed to be swapped out of the strategy if it was decided a motion raised took priority over existing strategy work.  - The strategy had been mapped to external National strategies as part of its development and evolution over the past year. |  |
| 7.6 | Council thanked the Executive for the final draft 2023-2027 strategy document that had EDB principles threaded through it and clearly visible at the heart of everything the CSP do. Council noted that there was a lot of great work on the strategy and that they were reassured that there was a great Executive Leadership Team in place to deliver this. They felt enthused and were looking forward to contributing to this work. |  |
| **8.** | **Complexities & issues for CSP Trans members and services for Trans members** |  |
| 8.1 | Council reflected on the ‘Transgender rights and sex based rights’ briefing they had received in May and the slides that provided a chronological overview of the facts. Council had in-depth discussions and acknowledged the complexity and divisiveness of the topic and that they did not have the ability to know the right answer for all members effected. The CSP recognised that transphobia and trans based inequalities existed in our society and were present in our profession and that Sexism and sex based inequalities existed in our society and our profession; and that the intersection of these issues needed to be discussed in a compassionate sensitive manner, with all members experiencing the issues centred in the conversation. |  |
| 8.2 | Council **AGREED** that a CSP holding position statement should be developed and considered several wording options for this in the course of their discussion. Council agreed the holding statement wording would be finalised by RL to encapsulate their discussions and the CSP’s opposition to all forms of discrimination and disadvantage and approved by Council as a written resolution. | **RL & KS** |
| 8.3 | The holding statement would provide the CSP, and the EDB committee with the time needed to consider these complexities and issues throughout this year and provide some recommendations to Council where possible. Council noted the EBD committee had lived experience and it was extremely hard to take emotions out of these types of discussions. It was fundamental that this new committee (that had only met twice so far) was given the time to develop as a safe space for those members to discuss complex issues in society and the profession. It was also important that it ensured that all voices were heard in the debate. |  |
| 8.4 | Council AGREED the following actions :  - Continue the review of the equalities implications of the draft revised CSP code of professional standards, with representation from the EDB committee  - Professional committee to lead on consideration of whether clinical practice guidance should be developed on physiotherapy for trans people, with the involvement of the EDB Committee.  - EDB to consider whether the CSP should hold, and if so to develop policy positions on issues which are the current subject of public debate; trans athletes, women only spaces and services, gender recognition legislation, puberty blocking. | **GOV**  **Prof cttee**  **EDBC** |
| 8.5 | The Council acknowledged the disappointment they felt that the LGBTQIA+ network members had not wanted to march with the CSP staff at this year’s pride event as had happened in previous years, and hoped to rebuild relationships and understanding between them. There was no intention to cause any upset whilst attempting to work within these complex issues. |  |
| **9.** | **Applications for Affiliated Organisation Status** |  |
| 9.1 | Council considered the paper that asked them to approve the application from the ‘Long Covid Physio Group’ to become a CSP affiliated organisation based on them meeting the criteria for such recognition. Council **APPROVED** that the group was affiliated to the CSP. |  |
| 9.2 | The Executive confirmed that it would review the point relating to offering CSP staff advice to affiliated organisations, to ensure parameters were set at the start and relationship expectations managed. |  |
| **10.** | **Corporate Risk Register** |  |
| 10.1 | Council considered the circulated quarter two update of the CSP Corporate Risk Register which had been recommended for approval by FRAC. Council **APPROVED** the Corporate Risk Register for Quarter two and were assured of the appropriate management of corporate risks. |  |
| **11.** | **Bedford Row sale** **Confidential** |  |
| 11.1 | Observers left the meeting for the confidential items 11 and 12. |  |
| 11.2 | Council received an update on the progress of the sale of the Bedford Road Estate, that in accordance with the authority delegated by Council - the CSP had entered a period of exclusivity with a prospective purchaser for the sale of the Bedford Row. That FRAC had reviewed the process followed by the executive in accepting the formal offer and confirmed that it had satisfied its assurance role. |  |
| 11.3 | The Executive confirmed that FRAC would be seeking external expert investment advice on what to do with the Bedford Road sales proceeds. |  |
| **12.** | **CSP Pension Proposal** **Confidential** |  |
| 12.1 | Council received an update on developments in the triennial actuarial valuation of the CSP Pension Scheme Liability as at 31st March 2021.  The valuation was still to be finalised by the Scheme Trustees who had met on June 9th and would shortly be making a proposal to the CSP for an updated recovery plan. A significant increase of the liability to £25-35m was anticipated after the CSP employer covenant assessment was weakened. FRAC had met on 8th June and had provided recommendations to Council around the process and parameters for setting the updated recovery plan and the accompanying schedule of contributions. |  |
| 12.2 | Council **APPROVED** FRACs recommendation and delegated to the CSP Leadership Team to agree an updated recovery plan within set parameters, as follows:  Parameter 1 – Updated recovery plan payments can increase from the current level up to a maximum of £1.5m per annum over an extended period.  Parameter 2 - Taking into account the CSP Financial Strategy and the budget oversight processes in place over the future proceeds of the sale, Council will not consider sharing the proceeds of sale from freehold property. To do so would restrict the autonomy of the CSP to take decisions in the best interests of our members, services and the sustainability of the CSP. This does not diminish Council’s commitment to reducing the pension deficit to zero over a realistic and affordable time frame in line with the long term nature of the liability. |  |
| **13.** | **2021 Audit & Statutory Financial Compliance Report** |  |
| 13.1 | Council considered a paper that invited them to preliminarily approve the draft accounts and financial statements, with all other items presented to Council for noting only.   1. 1. Council **preliminarily** **APPROVED** the final audited account attached in Annex 1 of the paper, based on the caveat in minute 13.2. 2. 2. Council **preliminary APPROVED** the Final 2021 Year-End Financial Results, based on the caveat in minute 13.2. 3. 3. Council **noted** the 2021 Audit Management Letter Points 4. 4. Council **noted** the VAT issue update. 5. 5. Council **noted** the Boards and Branches update. |  |
| 13.2 | The Executive confirmed that the 2021 final accounts would be approved by written resolution. |  |
| 13.3 | Council expressed frustration with BDO’s performance that had repeated the mistakes of the previous year and were assured by the Executive that FRAC had requested written representation from BDO and that there may be option for getting back some of the audit fee. Council confirmed their full support for FRAC and the Finance team in dealing with the ongoing performance issues of the auditors. |  |
| 13.4 | In response to a question, the Executive clarified that temporary and substantial staff costs had increased due to the organisation size increasing, some temporary roles had been created on fixed term contracts to ensure the right resources were in place to deliver the strategy, e.g. the EDB Coordinator role, and some temporary roles had become permanent. |  |
| **14. 14.** | **Q1 Finance Report** |  |
| 14. 14.1 | Council **noted** the Draft Q1 Management Accounts to 28 February 2022 and the Q1 Forecast that incorporated the latest assumptions for the full year financial position, presented to them for information. |  |
| **15. 15.** | **Committee Update Reports** |  |
| 15.1 | Council received update reports from three strategic committees – Employment Committee, Professional Committee and EBD and noted that the FRAC report would be emailed to them directly in the next week. The report’s summarised the key business discussed at the last meeting of the committees held in May 2022. Council thanked the committee Chairs for these reports that were helpful and informative. |  |
| 15.2 | Council **AGREED** to endorse the Employment Committee’s recommended nomination - Paul Nowak - as the next General Secretary of the TUC. | **CS** |
| **16.** | **Any other business** |  |
| 16.1 | **2022 Election Process:**  In response to questions the Executive confirmed that:  - The Governance team had worked closely with Civica, the independent election service provider who administered the CSP elections, throughout all stages of the elections process, and were assured by them that there had not been delays in members receiving postal ballots, with less than 20 members reporting late packs.  - There had been no breach of the canvassing rules or guidelines by nominees and some assertions made by members on social media had been factually incorrect.  - After every election the Governance team review the whole process. Ahead of the next elections in 2025 consideration would be given to postal costs and canvassing guidelines as part of the overall review and planning.  - In 2022 all nominees had the option to share a photo and a 1 minute video on the Civica nominations platform. Feedback would be requested from all the candidates about their experience of the election process, including why some had chosen to post a video message and others had not.  - It is important that Council are visible and vocal that the CSP election process had been followed correctly. The SPED comms team would provide a Council briefing with lines to take on these issues. | **RL** |
| 16.1 16.2 | **HCPC Registration:**  The Executive confirmed via the chat function, that the CSP were back up to 60,153 members registered. The pre-renewal number had been 61,864, therefore there were now 1,711 registered physios lower than the pre-renewal number which was within the normal parameter. |  |
| 17. 16.3 | **Associate Members Twitter Handle:**  In response to a query raised by Council regarding the Associate Member Network requesting a twitter handle, the Executive confirmed that they had been in ongoing conversations with the Group about various things and were unclear that this remained an issue. They would investigate this with the Network. | **RL** |
| 17. | **Chair’s closing comments** |  |
| 17.1 | The Chair thanked everyone for their contributions to the meeting and advised observers to reflect on the meeting and contact their Council member buddies with any questions. |  |
| 17.2 | Key messages would be circulated to members and published on the Council iCSP network. | **GOV** |
|  | **Date of Next Meetings :**  **New Council Induction Day 1** Wednesday 14 September, in-person  **New Council Induction Day 2** Wednesday 28 September, in-person  **Council Business Meeting** Thursday 29 September, in-person |  |