

## **Royal College of Nursing South West Regional Board**

**Minutes of Meeting held on**

**Thursday 20 February 2020**

**Open Minutes**

### **In Attendance**

Jeanette Jones	Board Chair, Greater Bristol Branch
Jaydee Swarbrick	Vice Chair, Dorset Branch
Judith Barry	Somerset Branch
Steve Dunne-Howells	Bath Branch
Leonore Newson	Plymouth Branch
Sarah Latham	Wiltshire Branch
Ali Purkiss	Devon Branch

### **Staff in Attendance**

Lucy Muchina	Regional Director
Julie Connolly	Regional Senior Officer
Tony Aspinall	Regional Service Manager & Board Administrator
Tracey Roberts	Regional Comms Manager
Vicky Lander	Regional Administrator & Board Minute Taker
Helen Hancox	Regional Senior Officer
Lynn Batson	Regional Senior Officer

### **Apologies**

Steven Pulsford	RCN, Operational Manager
Geoffrey Walker	Council Member
Charlotte Jakab-Hall	Gloucestershire Branch
Carly Boyce	PN Committee
Margaret North	Cornwall Branch
Jeni Watts	TU Committee Member

### **Guests**

Leonora King	SC Member
Vicky Brotherton	SW Member Lead for SSEC

<p><b>Item 1.</b></p>	<p><b>Welcome &amp; apologies for absence:</b></p> <ul style="list-style-type: none"> <li>• Jeanette Jones welcomed everyone to the open meeting at the Exeter Office In addition, welcomed Lucy Muchina the recently appointed South West Regional Director.</li> <li>• Apologies noted from Carly Boyce, Geoffrey Walker, Charlotte Jakab-Hall, Steven Pulsford, Jeni Watts, and Margaret North</li> <li>• Sarah Latham will need to leave the afternoon session part way through.</li> <li>• Jeanette Jones updated on housekeeping.</li> </ul>
<p><b>Item 2.</b></p>	<p><b>Minutes and actions from the previous meeting:</b></p> <p><b>2.1 To agree accuracy of the minutes</b> – All name spellings / typos raised have been amended. Remaining minutes agreed.</p> <p><b>2.2 To review the actions from the last meeting</b> – All actions were agreed, updated and closed.</p> <p><b>2.3 Matters arising not covered by the Agenda</b> - None</p>
<p><b>Item 3.</b></p>	<p><b>Key messages from closed session of the board meeting:</b></p> <ol style="list-style-type: none"> <li>1. The Board completed and agreed the South West Regional Board report to council.</li> <li>2. Julie Connolly, Senior Regional Officer RCN South West Office, presented the diversity and inclusion South West action plan for 2020. Julie is populating this with events that are planned throughout this year in addition to the set events already scheduled throughout the region. Any future branch events planned for 2020 to be forwarded to Julie to add to the plan.</li> <li>3. The branch funding/budgets for 2020 were proposed and agreed for 2020. All branch officers have been informed of the budgets for this year and the Regional Service Manager Tony Aspinall will liaise throughout the year with branch Treasurers on how the Branch is to budget.</li> <li>4. South West Regional Board Chair and Vice-Chair to request council member Geoffrey Walker raise the South West Board's concern over no response to board member for information requested on supply inclusion badges/lanyards for all RCN members from the RCN Diversity and Inclusion Lead.</li> <li>5. Board agreed £555 funding to support South West students attending a nursing debate in Manchester. Leonora King, South West Student Lead to feedback to the Board on</li> </ol>

	<p>outcomes and how this links in with our Staffing for Safe and Effective Care campaign.</p> <p>6. Positive feedback from our members to local representatives to be forwarded by the representative/steward to Tony Aspinall, Regional Service Manager, so this can be recorded on the Client Relationship Management system (CRM) to recognise support given.</p>
<b>Item 4.</b>	<p><b>Items to declare under Any Other Business</b></p> <ol style="list-style-type: none"> <li>1. Vicky Brotherton – New iPads for reps.</li> <li>2. Leonore Newson – Immigration impacts and restraints for the nursing workforce.</li> </ol>
<b>Item 5.</b>	<p><b>Decision and Discussion Items</b></p> <p><b>5.1 CPD Money for Nurses</b> – Lynn Batson raised the possible issues surrounding the allocated funds of £1,000 per nurse, every three years for training purposes, and where this might be used.</p> <ul style="list-style-type: none"> <li>• Government need to confirm the criteria of what training the money can be used against.</li> <li>• Guidance from NHS England is needed.</li> <li>• Will the funds go direct to the course providers?</li> <li>• There is a strong need for a national clarification on how funding should be allocated and spent.</li> <li>• Lynn Batson asked the board to be alongside staff sides asking for early conversations and feedback on opinions.</li> <li>• Helen Hancox raised that Livewell received a gender for change pay award. However, NHS England Director of Nursing is not allowing the £1,000 funding for Livewell, therefore the funding not being implemented equally.</li> <li>• This possibly needs to be addressed from the RCN as a College from the top of the Nursing, Policy and Practice Department to relay a clear voice and stance to members and employers.</li> </ul> <p><b>ACTION:</b> Jeanette Jones and Jaydee Swarbrick to approach RCN Director of Nursing Susan Masters for a policy statement for the use of the funding for nurse CPD.</p>
<b>Item 6.</b>	<p><b>Consultation Items</b></p> <p><b>6.1</b> Member consultation on the AGM. Tony Aspinall updated the board that consultation papers and asked the group review and feedback.</p>

	<ul style="list-style-type: none"> <li>• Historically AGM was poor attendance in London; and therefore decided to move to Congress. However due to the AGM at Congress 2019 this is being re-evaluated.</li> <li>• Tony asked the board for their vote if the AGM should remain at Congress or return to HQ.</li> <li>• Leonore Newson added poor attendance and costly when at HQ. Therefore, for numbers attending and reduced cost, keeping at Congress makes overall sense.</li> <li>• In addition, Steve Dunne-Howells agreed as funding in place to attend Congress / AGM. If back into HQ, no funds provided.</li> </ul> <p><b>6.2 VOTE:</b> <i>The board voted and unanimously agreed, YES to keep the AGM at Congress. Comments / feedback noted by Tony Aspinall.</i></p> <p><b>6.3</b> Membership category review. The board discussed the suggested change in fees now falling into line with the nurse's role / pay.</p> <p><b>6.4 VOTE:</b> <i>The board agreed the fees to fall into line with nurse's roles / pay. Comments / feedback noted by Tony Aspinall</i></p> <p><b>6.5</b> UK pay policy. Tony Aspinall asked the board group to review the policy and feedback opinions.</p> <ul style="list-style-type: none"> <li>• Jeanette Jones felt the policy was full of standard RCN jargon with no direction, which wouldn't be easily read by the public.</li> </ul> <p><b>6.6 VOTE:</b> <i>not agreeing and feedback form completed by Tony Aspinall with the board views.</i></p> <p><b>Action;</b> Tony Aspinall to return to Governance the feedback papers on Items 6.2, 6.3 &amp; 6.4</p>
<p><b>Item 7.</b></p>	<p><b>Communications</b></p> <p>7.1 Communications Report</p> <ul style="list-style-type: none"> <li>• Pay Deal - RCN pay strategy was agreed on Monday 3 February. The consultation paper is to agree broad top-line principles for the RCN's strategy for negotiating pay on behalf of members in the NHS and independent sectors. The staff side council continues to meet and the RCN retains the position of secretary on that committee. We will be working to plan the staff side and RCN submissions to the pay review body which we expect to submit to in September.</li> <li>• Tracey Roberts updated on the E-Newsletter that Vita FitzSimons produces which holds a lot of valuable information. Tracey asked for feedback if this the board felt this was a useful newsletter.</li> <li>• In October, the RCN returned to Bristol to join University Hospitals Bristol NHS Foundation Trust to celebrate Black History Month. While there, the RCN also canvassed for</li> </ul>

signatures for the SSEC petition from patients, visitors and staff who were happy to support nursing.

- Facebook activity is increasing and looking positive.
- Branch events really going well and high attendance.
- Lucy Muchina new South West Regional Director has already attended a press and radio interview for the region.
- Year of the Nurse – Tracey Roberts updated. This year, 2020, is the International Year of the Nurse and the 200th birthday of Florence Nightingale. We will encourage branches to hold local events to celebrate nursing around International Nurses' Day, which is Tuesday 12 May.
- For the South West region, we would like to celebrate nursing by holding a regional conference, open to any RCN member in our region, which will focus on the diversity of nursing - the people in nursing roles and the range of roles in nursing. We would like to showcase the best of nursing and excellent nursing practice. Alongside a programme of inspirational speakers, we would like to include a display with posters from members working in a wide range of nursing services, showcasing their work. It has been suggested that the event will be held early September, centrally in either Taunton or Exeter.
- Tracey Roberts asked the board to support the event and asked a board member to volunteer to be part of the project-planning group. Steve Dunne-Howells volunteered and the board group agreed.
- Tony Aspinall will look into venues etc.

#### 7.2 Safe Staffing Update

- Helen Hancox is now returning as staff lead.
- Mike Adams has now taken up post as England Director and has will be leading the campaign.
- Tracey Roberts encouraged asking members to share their own stories with how SSEC has effected them.
- Need to utilise RCNs social media platforms to promote the campaign.
- Jeanette Jones has a stand in Bristol's Cabot Circus on the 24 February. To promote the campaign, Lucy Muchina and Tony Aspinall will be attending to support.

#### 7.3 Safe Staffing 2019 Report

- Nationally seven work groups encompass all the work for the campaign. The RCN nursing department. are also part of this
- There is a learning stream set up for reps.
- The RCN are purchasing a van to use for promoting amongst the public. This will be shared amongst the regions over the year.

	<ul style="list-style-type: none"> <li>• All papers enclosed within the meeting today have been approved, which will see the campaign compelled forward.</li> <li>• The next step is to get members stories to MPs to encourage their support.</li> <li>• Vicky Brotherton thanked the board for all their support with the SSEC to date.</li> </ul> <p>7.4 Congress 2020 – June 7 to 11.</p> <ul style="list-style-type: none"> <li>• Tony Aspinall updated to the Board that he needs to submit names for ratification from each branch for Congress voting members.</li> <li>• Tony asked the Board group to confirm the current list of names for voting members are agreed. The Board group agreed yes.</li> <li>• With regards to travel, if any of our branch voting members who wish to attend the AGM, need to travel to Liverpool on the Saturday, accommodation has been reserved to accommodate this.</li> <li>• Congress will finish at 3pm on the final day, allowing travel time home before 10pm.</li> <li>• However, again with remote areas, it has been agreed if you would not arrive home until after 10pm, then an extra night's stay would be allowed.</li> <li>• Future Congress venues have been secured. Liverpool 2020/21. Glasgow 2022. Brighton possibly 2023. And next year's Congress will fall back into the month of May.</li> </ul>
<p><b>Item 8.</b></p>	<p><b>Reporting Bodies Task &amp; Finish Groups</b></p> <p>None</p>
<p><b>Item 9.</b></p>	<p><b>Council Report</b></p> <p>Covering papers: <b>9.1, 9.2, 9.3, 9.4</b> - Geoffrey Walker had provided notes from all telephone conferences. Geoffrey had relayed a message for anyone please feel free to contact him should there be any questions.</p>
<p><b>Item 10.</b></p>	<p><b>Reports from Governance Committees</b></p> <p><b>10.1 Trade Union Committee</b> Papers and notes enclosed – no comments or questions.</p> <p><b>10.2 Professional Nursing Committee</b> Papers and notes enclosed – no comments or questions.</p> <p><b>10.3 HP Committee</b> Papers and notes enclosed – no comments or questions.</p>

	<p><b>10.4 Students Committee</b> Papers and notes enclosed – no comments or questions.</p> <p><b>10.5 International Committee Reports</b> Papers and notes enclosed – no comments or questions.</p>
<b>Item 11.</b>	<p><b>Items from Governance</b></p> <p><b>11.1 Mod Gov.</b></p> <ul style="list-style-type: none"> <li>• Tony Aspinall updated that a new system coming into place to access papers / minutes centrally online.</li> <li>• Board agenda's, closed key messages and draft open minutes will be published on South West website within 21 days of the board meeting.</li> </ul>
<b>Item 12.</b>	<p><b>Any Other Business</b></p> <p><b>12.1</b> Vicky Brotherton – New iPads for reps. There are issues opening apps and very clunky to use. Tony Aspinall advised for anyone having issues to contact the IT service desk to report.</p> <p><b>12.2</b> Lenore Newson - Immigration impacts and restraints for the nursing workforce. Leonore wanted to raise nurses from abroad need to work on a points system, 70 needed to give them work placement in the UK. Jeanette Jones asked as a board group what help can be done to assist this process. The board agreed for Jeanette to write to the Chief Executive around this particular issue to gain an RCN perspective.</p>
	<b>Close of meeting</b>
	<p><b>Date of next Board meeting:</b> <b>Thursday 21 May 2020, RCN Exeter Office</b></p>