

RCN Learning Disability Forum Strategy Planning Day
Wednesday, 27th March 2019

11.00 am – 3.30 pm
Room 211, RCN HQ


Attending:


Forum: Simon Jones, Chair; Dave Atkinson; Dave Williams; Glenn Batey; Jonathan Beebe; Karina Marshall-Tate; Kate Edwards






Guests: Carmel Farquhar, Education Account Director and Eavan Ryan - Senior Creative from Spectrecom
Peter Hasler, PHV Consultancy

RCN: Annie Norman, Professional Lead for Justice & Forensic and Learning Disabilities; Sandra Hall, Project Co-ordinator; Deepa Korea, Head of RCN Foundation; Rose Harrison, Corporate Relations Account Manager; Sarah Chaney, Events and Exhibitions Manager, Standards, Knowledge & Info Services
Frances Reed, Library & Archives Events and Exhibitions Co-ordinator, Racheal Healy, Writer and Content Editor, Bulletin

ACTION NOTES

Time	Item	Lead
11:00	Welcome and introductions	Simon Jones
11:05	<p>Review of 2018 – Annual Report</p>  <p>Forum Annual Report2018.docx</p> <p>Simon wanted to acknowledge the hard work and the successful year the forum have had and wanted to thank the committee.</p> <p>The committee had a lengthy conversation on LD nurses courses and the calibre of the students which is exceptionally good. Dave Williams spoke on the long term future for LD and that they are 100 years young. We need to acknowledge that LD was the first specialism to look at person centred planning/care.</p> <p>Annie suggests to think about what the forum would like to push and are key areas of actions and priorities. In an ideal world it would be good for the whole of nursing to</p>	Simon Jones

	<p>meet the needs of people with LD and promote their expertise in autism. Key issues; What does LD nurses do</p>	
11:15	<p>Forum Membership Figures As of February 2019 the forum has 3942 members. In February 2018 the forum had 3914 members which is an increase of 28 members to date. The committee acknowledged the need to push/promote LD nursing and join the forum.</p> <p>Current terms of office Please click on grid below for current terms of office</p>  <p>Book2.xlsx</p> <p>Forum Chair – Succession planning A decision has now been made to extend the terms of the Chairs who were due to stand down in May until the end of the year. Simon’s term of office will end in December and the Election process will commence in the autumn.</p> <p>This is on the basis that from 2019/20 Forum Chairs will revert to being elected from within the Steering Committee after the appointment of any new steering committee members in any one year. The timeline and process for this will be agreed by FGG.</p> <p>The committee to discuss who would like to declare their interest for the chair role.</p> <p>Jonathan had initially asked whether in expressing an interest and be selected would this any impact on length of the term he would serve as chair? Sandra had sought guidance from governance, who responded that the Forum chair election process and Terms of Office is subject to discussion at Forums Governance Group in June, so unable to give a definitive answer until then.</p> <p>Action: Sandra to update Jonathan & committee. (Actioned: Sandra finally received a response from governance who are unable to respond now because Forum chair election process and Terms of Office is subject to discussion at Forums Governance Group in June). So no answer until after June</p>	<p>Annie Norman</p> <p>All committee to discuss & agree next steps</p>
11.20	<p>RCN Professional Lead written update - To receive as a written report to circulate prior to meeting</p>	

	 <p>Document1 (003).docx</p> <p>Representation. If you wish to attend a meeting that has not been flagged by Annie, please let Annie and Sandra know so they can arrange to pay your travel and you will submit a report that will be circulated to all relevant people.</p> <p>Action: All Committee</p>	
	<p>Chairs report – brief summary – To receive as a written report to circulate prior to meeting</p>  <p>Chairs Report for the Stratergy Day.docx</p>	
	<p>Forum committee members written updates - To receive as a written report to circulate prior to meeting</p> <p>Jonathan Beebee Karina Marshall-Tate</p>  <p>JB update.docx</p>  <p>LDForum_Activity report 2019_KMT.DOC</p> <p>Katie Edwards</p>  <p>Document1 (005).docx</p>	
<p>11.45</p>	<p>Making the Difference project – to update</p> <p><u>Introduction:</u> With over 13 years’ experience specialising in higher education video production, Spectrecom Education have helped many educational institutions and universities tell their stories, recruit new students, and increase brand awareness.</p> <p>Spectrecom Education Attendees: Carmel Farquhar: Education Account Director Eavan Ryan: Senior Creative</p> <p><u>Showreel:</u> Please follow the links below to view our showreels:</p> <ul style="list-style-type: none"> • Spectrecom Education showreel • Animation showreel 	<p>Carmel Farquhar/ Eavan Ryan from Spectrecom</p> <p>Simon Jones/Jonathan Beebee/ In attendance for this item Rosie Harrison/ Rachael Healy</p>

Talk through the background of the project and what is required:

SE are producing a 2 minute (approx) animation for the RCN's LD Nursing Forum.

- SE are making timely progress and are due to deliver the animation film on Friday 3rd May 2019.

x1 full storyboard:

The storyboards can be found on pages **6 - 8** of the presentation, which will be sent separately.

Feedback from the relevant age group (design, look & feel, etc) can be found on pages **9 – 19** which will be sent separately.

RCN Actions: Please provide any collated feedback with regards to the general *look & feel*.

x1 Animatic:

Please follow the link below to view the Animatic: As explained, that this is a *look and feel* and is by no means an animation but an example of how the content will come together.

[Learning Disability Nursing Animatic with SFX](#)

RCN Feedback:

Raised some concerns surrounding the readability with some of the text graphics. The text used must be very clear and be accessible communication that complies with the communication standards.

Would like the words to move dynamically in a 'super-hero' style manner.


Would like to see more of a build up, i.e. Animation to be made more upbeat with regards to the pace - more excitement and energy.

Have requested a young, engaging male voice to be used as the VO.

Discussed the possibility of using a young ambassador/popular influencer/known supporter of LD Nursing with a large following to carry out the VO for the animation. RCN to update SE on whether this is an option they would like to move forward with.

Update the hashtag to #WeLDNs.

	<p>RCN Actions:</p> <p>Due to provide SE with collated feedback and amends on all of the above points by 01.04.19.</p> <p>Please confirm whether we are to update the hashtag to #WeLDNs.</p> <p><u>AOB:</u></p> <p>SE to provide x2 quotes for a <i>LD Nursing: A day in the life</i> film (x1 Studio option, x1 Location option). This will be provided before the end of this week (05.04.19).</p> <p>SE to provide a quote for repurposing the previous RCN film(s) so that they are refreshed and in-keeping with the new look & feel branding. RCN to let SE know which film(s) they require refreshed so a quote can be provided.</p> <p>Deadline for comments/feedback 1st April 2019</p> <p>Next steps: Phase 2: Day in the life of LD - day location filming/contributors. Estimated costs. Prior to that evaluation/review.</p>	
12.15	<p>Congress 2019 – ACC Liverpool – 19th-23rd May</p> <p>Voting on behalf of forum Simon Jones, Holly Parry, Jonathan Beebee and Karina Marshall-Tate</p> <ul style="list-style-type: none"> • Please see a full list of agenda items to be debated here If you wish to submit an emergency agenda items up until Congress week. • The forum were successful in their submission for a fringe at congress: Details of fringe: Title: “Celebrate Me” - 100 Years of Learning Disability Nursing to be held on Tuesday, 21st May from 1.15 – 2.00 pm in Room 11A • All fringe events are now available to view on the RCN congress website at https://www.rcn.org.uk/congress/whats-on • LD badges to place orders through the publications email (publications@rcn.org.uk) and they will send them 	All

	<p>out. They will send a maximum of 300 at one time and they have 9700 left and approx 2000 of that will be sent directly to congress.</p> <p>ACTION: All committee</p> <ul style="list-style-type: none"> • Forum committee will have a catch up with FONS regarding congress 'celebrate me ' fringe..... 	
12.30 pm	LUNCH	
1.00 pm	<p>Forum committee work and RCN priorities for 2019/20</p> <p>To discuss the plans for RCN Foundation to focus on Learning disability in 2019 – Deepa Korea ‘ 1.00 pm</p>  <p>2019 03 26 LD Forum.pptx</p> <p>New Grants Programme opens this April for applications</p> <p>Approximately one and a half million people in the UK have a learning disability. Research indicates that they are more likely to experience poor physical and mental health; more likely to face health inequalities and more vulnerable to neglect, abuse and persistent offending.</p> <p>In 2019, Learning Disability Nursing is celebrating its centenary. This presents a key opportunity to recognise the contribution of learning disability nurses (LDNs) and to promote the profession as a positive career choice at a time of severe recruitment challenges. The person-centred, holistic approach adopted by LDNs leads to improved health outcomes and an enhanced experience for patients with learning disabilities, their families and carers.</p> <p>The Trustees are keen to support innovative projects that will deliver high quality, compassionate care for people with learning disabilities in a range of healthcare settings. Through this programme they will make grants to enhance the leadership potential, knowledge, skills and capabilities of LDNs and develop their impact through measurable outcomes and evidence-based interventions</p> <p>The Trust will prioritise projects addressing the needs of the most vulnerable and marginalised groups; in particular</p>	Annie Norman

people with learning disabilities within the criminal justice system (including forensic services) and their lives beyond this.

All projects must be nurse-led and have the nursing contribution to healthcare at their core. Proposals must be well-argued and demonstrate clearly why the project is needed, what benefits and impacts it will deliver and how it will generate learning that can be shared, disseminated and adopted more widely.

The closing date for applications is midnight, 8 June 2019.

[Visit the Burdett Trust Website](#)

Exhibition proposal plan to promote Learning Disabilities – Sarah Chaney @ 1.30 pm

The exhibition on the History of Learning Disability has been approved internally to run from October 2020 until March 2021 in the lower ground floor of the HQ Library. It then moves to RCN Scotland for another 6 months in Edinburgh. Each exhibition is accompanied by a series of public events (see booklet below for the next exhibition, Aspects of Age). The next step is to put together a project bid for funding to the Forums Governance Group. Sarah to do this based on the discussion today, and send to Sandra to circulate for comments. The bid needs to go to the January 2020 meeting. The project will build on the LD100 work taking place in 2019.


Action: Sarah to put together a project bid for funding to the Forums Governance Group based on this discussion and send to Sandra to circulate for comments.



Action: Sandra to send Sarah the Forum plans after the meeting to see if there are any other links to include in the FGG bid. (This has been actioned)



RCN 2019 Spring
Summer events leaflet

Dave Williams and Glenn Batey volunteered to act as guest curators. This role involves a trip to RCN HQ to look at the collections and discuss the themes and approach of the exhibition with the History of Nursing Society volunteer, as well as a trip to Edinburgh to look at items in the RCN

	<p>Archive. The research will take place in early 2020. Curators will then draft some bullet points of text, which Frances Reed (Events and Exhibitions Co-ordinator) will edit and liaise with the curators/committee over. The exhibition will be installed in late September 2020 and open in October. A discussion about potential objects for the display, which Sarah will add to the exhibition proposal.</p> <p>Action: Dave Williams & Glenn Batey to link up with Sarah</p>	
2.00 pm	<p>Planning the year ahead and agreeing priority work streams/future bid</p> <ul style="list-style-type: none"> • Survey to find out where RNLDs are working • Simon to draft a 2019/ 20 FGG bid following the animation being completed. Action: Simon to draft • Forum webpage needs attention to modernise and ensure relevant links are added, so they link with Spectrecom to make the landing page “match” the animation and link with other sources of information re a career in LD nursing. Jonathan and Karina have offered to look at this with the necessary RCN internal support. Action: Jonathan & Karina to discuss with Sandra <p>Case Study Template</p> <p> LD nursing - case study v2.docx</p> <ul style="list-style-type: none"> • Peter Haslar case study template for the forum to use to gather case studies to o use to fill out details of what LD nurses do in their work. • Glenn has agreed to remain the parliamentary link within the forum and explore a parliamentary event. (link with John C). Will develop a more detailed plan. • Simon agreed to contact comms via Sandra regarding the adding of the animation link on web page. Action: Simon to contact Sandra 	<p>Simon to lead discussion but all to come with ideas or other suggestions.</p> <p>Jonathan & Karina</p>

3.15 pm	<p>AOB</p> <p>For information – Updated guidance for Facebook groups</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  RCN Forum Facebook groups gui </div> <div style="text-align: center;">  RCN Forum Facebook groups con </div> </div> <p>Updated guide for those who are new to Twitter on how to use this social media site effectively, with information on registering for an account, using hashtags, mentions and direct messages as well as top tips for getting noticed.</p> <p>https://www.rcn.org.uk/professional-development/publications/pub-005031#detailTab</p>	<p>All</p> <p>All committee</p>
3.30 pm	<p>Close</p>	<p>Simon Jones</p>