

RCN Nurses in Management and Leadership Forum Steering Committee Strategy Day Meeting Notes

27 February 2023, 11:00-16:00

Location: RCN HQ, Sarah Swift G01

Attendees:

Sally Bassett (SB) (Chair)
Craig Davidson (CD) - **Virtual**
Eleanor McManus (EM) - **Virtual**
Angela Sealy (AS)
Rabina Tindale (RT) – **Virtual**
Liam Williams (LW)

Guest:

Paul Jebb (PJ) - **Virtual**

Staff:

Denise Alexis (DA)
Bruno Daniel (BD) - **Virtual**
Jane Edey (JE) - **Virtual**
Sally Faley (SF) - **Virtual**
Christine McKenzie (CM)

Apologies

No	Agenda Item
1.	Welcome and apologies (SB) The committee would like to thank PJ for all his hard work and the impact he has had on the steering committee; his support for the success at Congress in 2022 is notable. Action: Confirm letter of thanks has been sent to PJ. CM/ DA
2.	Review Notes of the last strategy day meeting (ALL) Review of minutes of last strategy meeting agreed. Action:

	AS will update the steering committee action plan with agreed actions from the minutes of the last two meetings.
3.	<p>Planning for 2023</p> <p>Introduction – Christine McKenzie Professional Lead</p> <ol style="list-style-type: none"> 1. <i>What went well for the forum steering committee and forum members in 2022?</i> 2. <i>What gets in the way of us achieving our aspirations?</i> 3. <i>What would have helped?</i> <p>Key points in response to the three questions from the paired work are as follows:</p> <p>PJ/EM</p> <ul style="list-style-type: none"> ➤ Congress 2022, we had a strong presence, we interacted with members, and the pre-meet allowed members engagement through Teams meeting, Podcasts and other social media ➤ Trade union strike action has got in the way of progressing forum work. ➤ Concerns that there hasn't been insufficient respecting of the professional agenda ➤ Staff are spread too thinly to be able to support and take things forward. ➤ Consideration should be given to reimbursing organisations for steering committee members' professional time. ➤ The RCN needs to consider the contribution of the NMLF within the professional agenda. <p>CD/RT</p> <ul style="list-style-type: none"> ➤ Congress resolutions/learning events went well. ➤ The Impact of the Carr report overall on college work ➤ The resignation of Paul Jebb meant the team became fragmented. ➤ Postponement of the conference events due to RCN industrial action meant a major deliverable was halted ➤ We need to reignite the forum and engage members with monthly sessions. <ul style="list-style-type: none"> ○ Having working groups, one on diversity. ○ Challenge the forum to help them to grow. ○ Still be able to deliver our strategy no matter what derailment comes forth. <p>SB/AS</p> <ul style="list-style-type: none"> ➤ Congress worked well but we did not build on the work, so lost momentum. ➤ We engaged in considerable internal influencing on the Carr Review and Industrial Action, this is not visible to members. ➤ We have influenced how the college worked with senior nurses during industrial action. ➤ We had an increase in applicants who wanted to join the committee. ➤ As a collective, we do not have a strong completer finisher player within our committee.

- Sufficient administrative support to the chair is not available, the work falls to the chair and if absent it is not progressed.
- Ideas are generated but we are not specific enough in our work to ensure delivery .
- We need to be realistic and focus on the work that we can do.
- We need to buddy up with each other and work with someone in the case, due to other commitments, someone else can take the work forward.
- This is SB's last year as a steering committee member, fearful of the steering committee fizzling out.

LW/CM

- The energy created and expended was on Congress work.
- Lack of clarity on what the purpose and task of the forum is
- There needs to be succession planning; how will we succession plan and how do we shape it together?
- Need to acknowledge the work of the professional lead and project coordinator.
- The committee is diversity with varying experience and focus on senior leadership/management and diversity.
- We have shaped a number of conversations within the college.
- We are active on social media but not on Facebook; how do we draw bridges on communicating to our members?
- The influencing work led individually (LW) and collectively is invisible to members. The steering committee needs to find a way which is appropriate for feeding back on the work of the forum.

Action

It was agreed to share the reflections as part of the meeting minutes, so it is visible to members.

LW – to write a blog, '*now what and how do we engage members*' and ask what members want from the steering committee.

To agree a realistic work plan for 2023

Review of 2022 Activity (SB /ALL)

- Steering committee noted the new Representation reports to be used when representing RCN at external events, the new form to be attached.
- The Annual Report was reviewed throughout the day – AS



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- **Forum membership:** 13,474 members (5286 first choice members)
- **Social Media update – Twitter, Facebook, Publications**
The challenges of communicating and engaging with the supported platforms available were discussed. The committee noted the need

	<p>to have a duty of care of members posting on behalf of the forum on social media.</p> <p>Action: Committee to agree on content for social media and timelines on when to post items. RT to connect with LW on using his posts from LinkedIn (RT)</p> <p>RT to create a poll asking members what it is they want from their forum membership in 2023. RT to scope taking the webinar topics forward in an informal format</p>
4.	<p>EDI Conference (20th September, at RCN Cavendish Square) update– Craig Davidson</p> <p>CD led a discussion on the design and delivery of the EDI conference. Key points were made as follows:</p> <ul style="list-style-type: none"> ➤ This conference delivers the work of the NMLF ‘inclusion and diversity’ ➤ The title of the conference must include leadership and discuss intersectionality; we need to have a safe space where people can talk without judgement. Potential topics to cover: <ul style="list-style-type: none"> ○ What are the pillars in our society that got us to this point? ○ Read the employment tribunal from Michelle Cox. ➤ Breakout rooms and the option of interactive scenarios with member engagement. ➤ Debated how to undertake reverse mentoring, e.g. If members bring their Chief Nurse and executive director, a discount could potentially be offered for the conference. ➤ Committee nominees have been invited to join the conference planning group. <p>Action:</p> <ul style="list-style-type: none"> • To identify and invite the keynote speaker/chairs for AM/PM slots and facilitators. • Confirm the conference title. • Promote the date of the Conference to everyone’s wider network.
5.	<p>Conference Planning – Jane Edey and Sally Faley. Key points of the discussion were:</p> <ul style="list-style-type: none"> • The steering committee are engaging with the Mental Health and Women’s Health forum. • The events team are working on the programme and learning outcomes. • A conference planning meeting is scheduled for the 6th of March. JE will assist in working on a timeline for the conference. • In respect of conference promotion, the events team will send out three rounds of bulk emails to the RCN membership promoting the event.

Need to ensure SMART learning outcomes as this helps to develop the audience. There is a need to create marketing assets for promoting the conference.

- The committee now need to make the initial approach to speakers and the events team will follow this up.
- To note that the final week of September 2023 is 'National Inclusion week' with events throughout the NHS. This could be an opportunity to further promote the Conference.

Action:

- The committee need to forward JE the proposed title of the conference.
- JE will provide a draft budget for 108 attendees.
- SF/JE will circulate an agenda for the project group meeting on March 6th.

Bruno Daniel Diversity and Equalities Co-ordinator gave presentation on the work for Equality, Diversity and Inclusion (EDI) the key points highlighted included:

- Highlighted the themes of the RCN group EDI strategy 2023-2027 *'Audacious in the moment: making clear what we stand for and what we stand against'*
- The EDI strategy needs to be evidence-based.
- To embrace and enact social justice – human rights
- Inclusive of the protected characteristics i.e.
 - Age
 - Disability
 - Menopause
 - Intersectionality
- The need for EDI/networks/forums where members' voices should be heard on EDI-related matters.
- The leadership and structure of the RCN need to be more reflective/representative of its diverse membership.
- RCN needs to be more responsive and proactive in the space of EDI.

This Conference cannot be about righting the wrongs of the RCN. It needs to be made clear to the members that the conference is not a reaction to the Carr report, as the Conference was already pre-arranged.

The NMLF has a role in influencing and challenging the gaps in relation to EDI on what the college says and does.

Next step and actions - Craig Davidson

Conference title:

- Leading for inclusion: Turning the tide

	<p>Decision</p> <ul style="list-style-type: none"> The Conference is to target the 6-8A members and role equivalent to ensure independent sector and social care are included. <p>Action: Proposed titles to be forwarded to CD before March 6th.</p>
6.	<p>2023 Activity / Objectives (all discussion)</p> <p>Activity is to be built around the Four Pillars of RCN Group Strategic Priorities (the strategy may also be pertinent, so review this when it's published) :</p> <p>The draft plan includes:</p> <ol style="list-style-type: none"> Bringing senior nurses back to the college Improve membership engagement; virtually by hosting open team's meetings, increase focussed use of social media, Bloggs, member comms, in person via congress and the conference <p>Congress: Brighton 14-18 May 2023</p> <ol style="list-style-type: none"> Learning and wellbeing events x 5 (tbc) SB, RT and EM will be attending Congress. 21st March 6.30 pm Member call, this was an open house style meeting but not for congress pre - MS Teams Congress members Q&A Member call mid-April to review voting options on relevant resolutions and debate items SB & CD to organise All to attend. <ol style="list-style-type: none"> Deliver the EDI (inclusive leadership) conference. <p>Next Committee Meeting April 27th</p> <ol style="list-style-type: none"> Consider and agree on any changes to the direction of the forum steering committee, updating of web page purpose statement. Actions to deliver #1 above. Actions to respond to member feedback from Facebook/ Twitter Poll and open house meetings. RT to circulate results in advance of the meeting. Consideration of succession planning Review progress with communication and engagement (web pages, Twitter chats, potential webinar series) <p>To note for succession planning and 2023 recruitment. Seven forum committee terms of office:</p> <ol style="list-style-type: none"> SB (Chair) = 01/01/22 - 31/12/23 (Committee) = 01/01/22- 31/12/23 AS (Deputy Chair) = 01/01/20 – 31/12/23 CD = 01/01/22 – 31/12/23 EM = 01/01/23 – 01/01/26 RT = 01/01/22 - 31/12/25

	6. LW = 01/01/21 – 31/12/24 7. Vacancy
7.	Review of and further actions and leads for projects and activities 2023 Additional Actions: <ul style="list-style-type: none"> • AS and SB to meet to update the action plan with the action of the previous two meetings and Congress; resend to all. • EDI Conference Lead CD. All are to join the Preplanning meeting on March 6th. • All to join the Member call on March 21st. • Social media and poll to be completed by end of March (RT). • Scope and plan webinars using teams' meetings, not formal events (RT).
8.	AOB Points of information from SB <ul style="list-style-type: none"> • Nicola Ranger, Director of Nursing, will be attending FCC on March 29th • The RCN will be publishing its five-year strategy shortly • The Award committee have confirmed that new awards will be created to recognise the contribution of forum members and steering committee members. The Awards nomination and submission process will be circulated shortly.
9.	<p style="text-align: center;">Close</p> <p>Next steering committee teleconference: 27th April 18:30-19:30</p>