



Royal College of Nursing  
Shaping nursing since 1916

## RCN Council

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**Minutes of the Open Meeting Held on Thursday 8 December 2016**

**At Novotel Birmingham Central, 70 Broad Street, Birmingham B1 2HT**

**Present:**

Michael Brown (Chair)	Scotland
Cecilia Anim	President
Professor Rod Thomson FRCN	Deputy President
Lors Allford	South West
Trevor Allen	Eastern
Vicky Brotherton	South West
Tracey Budding	West Midlands
Elsbeth Caithness	Scotland
David Cardwell	Health Practitioner
Gill Cort	East Midlands
Cynthia Davis	London
Dave Dawes	North West
Fiona Devlin	Northern Ireland
Siobhan Donald	Northern Ireland
Sylvia Duval	Student
Carol Evans	Eastern
Dr Matthew Hodson MBE	London
Richard Jones MBE	Wales
Anne Kennedy	Yorkshire & the Humber
Gordon Lees	Northern
Professor Janet Marsden FRCN	North West
David Miller	East Midlands
Maria Nicholson	South East
Trevor Peel	Northern
Carol Popplestone	Yorkshire & the Humber
Sylvia Simmons	South East
Sue Warner	West Midlands

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**Secretary to the Council:** Janet Davies FRCN

### **Members and invited observers:**

Professor Dame June Clark FRCN      RCN Representative to the IPC  
Jane Denton CBE FRCN                  Convenor of Fellows

### **Executive team in support of the meeting:**

David Cooper                                  Director of Organisational Capability and Change  
Chris Cox                                        Director of Member Relations  
Tina Donnelly CBE                              Director, RCN Wales  
Theresa Fyffe                                    Director, RCN Scotland  
Dame Donna Kinnair                          Director of Nursing, Policy and Practice  
Tom Sandford FRCN                          Director, RCN England  
Janice Smyth                                  Director, RCN Northern Ireland

### **In attendance and staff observers:**

Bernell Bussue                                  Regional Director, London  
Estephanie Dunn                                Regional Director, North West  
Deepa Korea                                      Head of the RCN Foundation  
Jane Hughes                                      Deputy Director of Communications  
Wendy Irwin                                      Equalities and Diversity Coordinator  
Sheila Marriott                                  Regional Director, East Midlands  
Jeannett Martin                                  Regional Director, South West  
Danielle Scapens                                Communications Manager  
Glenn Turp                                        Regional Director, Northern and Yorkshire & the  
Paul Vaughan                                      Humber  
Regional Director, West Midlands

### **Staff in support of the meeting:**

Jane Clarke                                      RCN Group Secretary  
Amy Cole                                         Governance Adviser  
Maxine Nunn                                      Governance Planning Manager

### **Apologies:**

Kathryn Davies                                  Student  
Gaynor Jones                                    Wales  
Stuart McKenzie                                Chair of RCN Congress  
Brian Murphy                                    Health Practitioner  
Tim Golbourn                                     Director of Finance & Business Enablement

### 1. Welcome and Apologies for Absence

- 1.1 The Chair welcomed everyone to the meeting and explained that a photographer would be taking pictures during the meeting.
- 1.2 The Chair went on to welcome Professor Dame June Clark FRCN, Pat Cullen, Sian Jamieson and Danielle Scappens who were observing the meeting.
- 1.3 Jane Denton CBE FRCN was also attending her last meeting as the RCN Fellows Convener and Council thanked her for her contribution to the work of the College and.
- 1.4 Apologies for absence had been received from Kathryn Davies, Gaynor Jones, Brian Murphy, Stuart McKenzie and Tim Golbourn.
- 1.5 Council was shown a book celebrating the RCN centenary walk and thanked David Cooper for all of his hard work to ensure that the RCN centenary year has been a success and full of interesting and fun activities.

### 2 Declarations of Interest

- 2.1 There were no declarations of interest in relation to any items on the agenda.

### 3 Minutes and Actions from the Previous Meeting

- 3.1 **Decision: The minutes of the open meeting held on 21 July 2016 were agreed as an accurate record of the meeting.**
- 3.2 In relation to the actions arising from that meeting, it was noted that plans were progressing to set up Foundation Committees in Wales and Northern Ireland.
- 3.3 It was noted that Gordon Lees, Chair of MRC and Chris Cox, Director of Membership Engagement had met with RCN retired members to discuss how they engage with the College.
- 3.4 It was reported to Council that there had been a lively debate in the House of Lords introduced by Baroness Watkins of Tavistock on the impact of Brexit on the NHS and Social Care.
- 3.5 There were no further matters arising.

### 4 Report of the Confidential Session of Council

- 4.1 The Chair of Council read the report of the confidential meeting.
- 4.2 **Decision: The report of the confidential meeting was approved by Council.**

### 5 Chief Executive & General Secretary's Report to Council

- 5.1 Janet Davies, Chief Executive & General Secretary, reported on the key areas of work since the July meeting.
- 5.2 Philip Dunn MP had met with Janet and a number of members, including a student, to speak about their experiences to give him a greater understanding of what nurses do.
- 5.3 Janet also informed Council that she has given evidence at the House of Lords on the sustainability of the NHS and held a second meeting with the Secretary of State, Jeremy Hunt at his request.
- 5.4 Janet spoke to Council about the ongoing celebrations towards the RCN centenary and the success of the centenary conference which took place at the QE2 centre and had over 450 people attend. The event was a good showcase for nursing internationally and attracted some noteworthy speakers.
- 5.5 Council noted that apprenticeships had been announced in England and that Janet would be keeping a watching brief.
- 5.6 Janet reminded Council that the RCN was a member of the health alliance on climate change and she had met HRH Prince Charles at a meeting to discuss the way forward.

### 6 Communications Report

- 6.1 Jane Hughes, Deputy Director of Communications, presented the communications report for the period between July and November 2016.
- 6.2 Jane reported that the petition on the 1% pay cap had now reached over 70,000 signatures. It was noted that if the petition reached 100,000 signatures then a Parliamentary debate would be called. It was also noted that RCN members had sent almost 2,000 letters to the Chancellor ahead of the autumn statement.
- 6.3 It was noted that the International Centenary Conference received good press coverage and that the Annual Dinner had been attended by The Annual Dinner had been attended by most of the RCN's key stakeholders including the Presidents of the other Royal Colleges, the CNOs from England and Northern Ireland and Simon Stevens from NHS England along with representatives from other education and patient organisations.

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- 6.4 Council was also briefed on a large piece of member research aimed at improving how the RCN engaged with its members.
- 6.5 The research included focus groups, telephone interviews and an all-member survey. Information gathered so far indicated that a lot of members joined the RCN for trade union representation and were not interested in becoming more engaged with the organisation. Feedback showed that the RCN was seen as professional and traditional. Council was interested to hear that members wanted more face-to-face contact, interaction with Representatives and visual information, like posters.
- 6.6 It was noted that the survey responses would be available at the end of 2016 and an action plan would be put together from the feedback from the research.

### **7 Developing and strengthening the Royal College Function**

- 7.1 Dame Donna Kinnair, Director of Nursing Policy and Practice, presented a paper on developing and strengthening the Royal College Function.
- 7.2 Council agreed that the RCN should be the voice of nursing and be at the forefront of nursing practice, policy and education. Members of the nursing family come to the RCN for nursing advice and the RCN needed to be leading the way in all aspects of nursing and opening up conversations with like minded organisations.
- 7.3 Donna set out the vision for the Royal College function as:
- To drive up standards of care
  - To drive up standards of education across the UK
  - To influence policy in the UK and globally
  - To be the voice of nursing – the go to place for advice on nursing issues

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- 7.4 Council agreed that the membership should lead the work of the College and were pleased to hear that the recent work around credentialing was led by a membership formed steering group.
- 7.5 Donna set out her vision for new ways of working in the Nursing department based on a project management approach.
- 7.6 Council also discussed the College's responsibilities in respect of educational frameworks and career development through its promotion of good practice for different bands and categories of membership.
- 7.7 It was noted that the RCN had been commissioned by the home care sector to deliver training and enhance education and that the RCN was working with the NMC on standards for nursing students.
- 7.8 Council agreed that it is important for the RCN to deliver analysis and form evidence based research to back up all of the RCN's work around policy, practice and education.

## **8 Brexit and the Cavendish Coalition**

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- 8.1 Dame Donna Kinnair updated Council on the 'Cavendish Coalition', an emerging coalition of health and care organisations across the UK, which the RCN joined in the summer of 2016. The primary purpose of the group was to work together to interpret, address and respond to the outcome of the EU referendum and the decision to withdraw from membership of the European Union.
- 8.2 Janet Davies, Chief Executive and General Secretary, explained that any organisation could join the coalition and that Wales and Northern Ireland already had representation. Council was encouraged to approach appropriate Scottish organisations, so that the coalition had full representation from across the four countries. It was agreed that the larger the coalition became the greater its influence would be.

### **9 Royal College of Nursing Fellowship by application**

- 9.1 Jane Denton, Convenor of Fellows introduced a paper outlining a proposal to introduce an open and transparent application process for Fellowships.
- 9.2 Council discussed the proposal and agreed that Fellowships should continue to be an honour and candidates should be nominated by their peers.
- 9.3 The Awards Panel was asked to report to the next meeting of Council on the feedback from the all member consultation in 2015 and how the findings should be taken forward in light of the discussion at the meeting on Fellowships.

### **10 Equality and Inclusion Strategy**

- 10.1 Wendy Irwin, Equality and Diversity Coordinator, introduced the proposed RCN Equality and Inclusion Strategy. Council previously delegated the work to MRC, which formed a task and finish group to undertake the work.
- 10.2 It was noted that a full engagement and consultation process has taken place and an external advisory group has also been consulted.
- 10.3 Wendy set out the key principles for the strategy and explained that there would be a detailed action plan setting out how the strategy was to be implemented.
- 10.4 It was agreed that the strategic intent was to explicitly strengthen the capacity to promote equality and inclusion in the workplace and identify and challenge discrimination and exclusion. The RCN needs to be bolder about the importance of equality and inclusion to the success and well-being of nursing.

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- 10.5 Members will be given the skills and tools they need to promote the principles of the strategy and online tools will support members to promote inclusion and confront inequality in their workplace. Members will learn how to identify workplace discrimination and the RCN will expand its capacity to respond to instances of discrimination and hate crime.
- 10.6 Council discussed the declining number of activists and how to build the RCN's talent pool and encourage members to become more active.
- 10.7 It was noted that the model would be delivered in a local context with regional offices forming their own KPIs and operational action plans, which sit beneath the strategy.
- 10.8 The use of networks was discussed and the need to build the governance structure so that networks could better support the work going forward. It was agreed that the organisation needs to support different groups to come together to tackle issues locally and to develop the capability for members to speak directly to each other. The idea of an inclusion café was put forward where members could come together and debate tough issues.
- 10.9 The strategy should deliver a strengthened leadership, greater engagement across diverse groups of members and better outcomes for members in the workplace.
- 10.10 Council agreed that a culture change would be a long term goal of the strategy in order to achieve real success.
- 10.11 Reassurance was given that the organisation was committed to taking forward the strategy and would commit the appropriate resources to ensure success.
- 10.12 Council requested a number of changes and additions to the strategy and thanked everyone involved in its production.
- 10.13 **Decision: Council agreed to adopt the equality and inclusion strategy for implementation for the period 2017-2020.**

## 11 Reports

### 11.1 Nursing Practice and Policy Committee

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- 11.1 Professor Janet Marsden, FRCN reported on the work of NPPC since Council last met.
- 11.2 Janet reported that the Committee received an update on work relating to credentialing and clinical fellowships which it was agreed should be renamed to avoid any confusion with the current RCN Fellowships.
- 11.3 NPPC also discussed the RCN position on the proposed curriculum for nursing associates, which had been leaked shortly before the meeting.
- 11.4 It was also noted that NPPC discussed and approved the draft RCN Library and Archive Services Collection Management Policy and the RCN Special Collections and Archive Collection Management Policy.

### **11.2 Membership and Representation Committee (MRC)**

- 11.5 Gordon Lees, Chair, reported on MRC's work since the previous meeting of Council. He made reference to the RCN and NHS Staff side's approach to workforce planning and explained that MRC had asked for a piece of work to be undertaken on workforce planning in the Independent Sector. He also extrapolated on the work being done around Agenda for Change and the prospect of analysis work being undertaken by Grampian Board and elaborated on the ongoing RCN pay campaign.
- 11.6 Gordon also reported on the 'organising' project work taking place in the Independent Sector and informed Council that MRC has given the go ahead for the Healthy Workplace Project to continue into 2017/18.

### **11.3 International Committee**

- 11.7 Rod Thomson, Deputy-President, introduced the report of the International Committee.
- 11.8 Council was briefed on the Global Advisory Panel on the Future of Nursing, which has been formed by SIGMA. The Panel brings together nursing experts who will be looking at the future of nursing, including the challenges to nursing across the globe. The RCN is a stakeholder in this work and it was agreed that reports from future panel meetings would be shared with Council

### **11.4 Health Practitioners Committee**

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- 11.9 David Cardwell presented the reports from the meetings of the HP Committee on 25<sup>th</sup> August and 1<sup>st</sup> December.
- 11.10 At its meeting in August the Committee had raised concerns about the proposed new apprenticeship model and new nursing associate role particularly in relation to quality assurance and ensuring consistency across employers in respect of apprenticeship standards. It was noted that the Committee discussed the nursing associate role again at its December meeting and also had concerns in relation to how the role fits with the current Assistant Practitioner role.
- 11.11 David reported that the Committee had also debated what the RCN professional offer to HCAs should look like and how best the RCN could deliver CPD for HP members.
- 11.12 The Committee also agreed to consider ideas for a public debate relevant to HCAs as part of the 2017 public lecture series organised through the RCN Library and Heritage Centre.

### 11.5 Students Committee

- 11.13 Sylvia Duval, Chair, gave her last report from the Students Committee. In January there will be a new student member of Council and 9 new members joining the Committee.
- 11.14 At its meeting in September the Committee held a discussion on the possible topics for a student debate as part of the public lecture series in 2017. It is hoped that this will take place in October 2017 at a venue outside London.
- 11.15 It was noted that the RCN's relationship with the European Nursing Student Association (ENSA) was discussed and whether or not the RCN should become a formal member. The Committee will be discussing this again at its next meeting and will be making a recommendation to the International Committee about how best to make sure the voice of UK student nurses is heard in Europe.
- 11.16 The Committee received feedback from the NUS Executive Council meetings that Committee members had recently attended and one of their Executive Officers will attend the Committee's next meeting.
- 11.17 Sylvia was congratulated on passing her final exams and achieving a first class honours degree and thanked for all of her hard work whilst Chairing the Student's Committee and sitting on RCN Council.

### 11.6 Fellows Co-ordinating Committee

- 11.18 Jane Denton FRCN reported back from the last meeting of the Fellows Co-ordinating Committee in October 2016, which was Jane's last meeting as the Fellows Convener.
- 11.19 Jane reported that the Committee received a presentation on the work of the RCN Foundation and discussed how the Fellows could become involved with their work by acting as mentors to support applicants seeking funding.
- 11.20 The Committee had been briefed on the RCN credentialing programme to enable nurses to gain recognition for their skills working at an advanced level of practice and had asked for consideration to be given to publishing the register on the website of those who meet the RCN criteria. Proposals were also discussed for Clinical Fellowships and the Committee felt strongly that they should not be called 'clinical fellowships' to avoid any confusion with the awards given to RCN Fellows currently.
- 11.21 Council requested that biographies for the Fellows be prepared so that their expertise could be better utilised in future. It was agreed, however, that there has been great progress during 2016 to integrate Fellows better into the work of the organisation.

### 11.7 RCN Foundation

- 11.22 Deepa Korea, Head of RCN Foundation, updated Council on the activity of the RCN Foundation.
- 11.23 Deepa thanked the Council members who took part in the West Highland Way walk. She reported that the event raised £12,480.
- 11.24 Deepa reported that the Foundation issued two separate calls for expressions of interest to deliver a project on nursing in care homes, one focussed on Scotland and a second UK wide.
- 11.25 Council also noted that a process of streamlining the Foundation's Committee structure began in April 2016, which has resulted in a number of Committees being amalgamated in order to establish a more effective and efficient Committee structure. The new Committees met for the first time in October and November 2016 and the meetings had proven really productive.

### 11.8 National Pensioners Convention

- 11.26 Professor Dame June Clark reported on the first year's activities for the four members elected to represent the RCN at the National Pensioners Convention.
- 11.27 It was noted that during the year the RCN representatives have attended meetings of the NPC National Council, the NPC Executive Committee, and the four working parties (Health and Social Care WP, Womens WP, Minority Elders WP, and Trade Union WP).
- 11.28 June informed Council that the National Pensioners Convention was a campaigning organisation campaigning on behalf of all pensioners. It included retired member groups from most trade unions and affiliated organisations.
- 11.29 June explained how the four RCN representatives work together and raised the issue that there was not currently a Committee or a Chair to take the lead. Council was informed that there are 1,100 retired members in the retired members' network.
- 11.30 Two questions were raised:
- How should the RCN engage with retired members?  
Council discussed how the network should work through the Equality and Inclusion strategy over the next 3 months to agree how to better engage with retired members in future.
  - How can the RCN better support the members who represent the RCN at NPC?
- 11.31 It was noted that the NPC network would go online early 2017, which would improve communications between retired members who had joined the network.
- 11.32 Council agreed that the RCN would meet the increase in affiliation fees.
- 11.33 It was agreed that the four RCN representatives to the National Pensioners Convention would meet with the Chair of Council in the New Year to discuss the way forward.

### 11.9 President's Report

- 11.34 Council received the report from the RCN President, Cecilia Anim, and noted the key events and activities that she had attended to date during the RCN's centenary year.
- 11.35 Cecilia reported on the fantastic and rapid progress towards developing an Equality and Inclusion strategy.
- 11.36 Cecilia informed Council that one of her highlights for the year has been to lay a wreath on the memorials of the three founding members.
- 11.37 Finally, Cecilia stressed that the RCN must do more to find new ways to increase its ability to communicate and share its work on member's behalf.

### 11.10 RCN Deputy President's Report to Council

- 11.38 The Deputy President introduced his report and highlighted a number of key events that he has attended over recent months, in particular the Welsh Nurse of the Year Awards.

## 12 Any Other Business

- 12.1 There was no further business.

**Date of Next Meeting: 6 April 2017**

**Amy Cole (Governance Adviser)**  
**020 7647 3646**  
**Amy.cole@rcn.org.uk**