1. The Professional Nursing Committee met on 30 October 2019.

2. We noted that Tim Grace (Northern) and Siobhan Donald (Northern Ireland) have been elected unopposed to the Committee from 1 January 2020.

3. Voting opened on the day of our meeting for the London, North West and student seats on the Committee, closing on 20 November.

4. Voting opens on 11 November and closes on 29 November for the Eastern and East Midlands seats.

5. We have an induction session for new members taking place on 6 December 2019.

Committee Work Programme 2020

6. We started our meeting by finalising our work programme for 2020. Our priority work streams are:
   
   - Education, Learning and Practice Development (strategy development);
   - Career pathways (career framework/ routes into nursing/ career pathway for staff in non-registered nurse roles/ clinical and academic careers/ overseas nurse preparation);
   - Clinical standards and levels of practice (credentialing of advanced/ specialist and consultant roles/ accreditation of care providers and pathways);
   - RCN forums;
   - Workforce planning (programme board update/ country updates/ report from the Overview and Scrutiny Committee);
   - Congress work programme;
   - Influencing and shaping policy (independent and social care sector);
   - Research (strategic alliance with the University of Sheffield)

7. We have invited the new NMC Chief Executive, Andrea Sutcliffe, to our first PNC meeting in 2020 to provide an overview of their future plans in order that we can identify where we might have some influence. We are particularly keen to input to Dr David Foster’s review of the current post-registration standards for nurses and midwives.
Committee Terms of Reference

8. Following our strategy day in September at which we reviewed the role of the Committee and our priorities in setting our work programme, we have made amendments to our terms of reference to highlight our relationships with other elements of the governance and representative framework of the RCN and the way in which we see our future role in steering the professional agenda of the College.

9. Given that the Governance Support Committee met for the last time this year before our PNC meeting and doesn’t meet again until February, we are recommending our revised terms of reference (attached at appendix 1) direct to Council for approval today.

Congress Process 2019/20

10. We discussed and agreed the proposed new process to support completion of the work associated with 2019/20 Congress resolutions that were passed.

11. We welcomed the clarity provided on the roles of Committee members and staff leads and the clear timescales for reporting being set. We were also pleased to see the progress made against all items and thanked staff for their work so far.

12. As a Committee we will be encouraging and supporting our countries/regions/branches/forums to propose items for the 2020 Congress agenda and are considering whether to apply for a fringe event ourselves promoting the role of the PNC and to gather information on the professional issues members would like addressed.

13. We also discussed the changes we would like to see to RCN Congress and will be feeding in our comments to the Congress review that commences in the new year.

Role of the RCN Fellows

14. Fellows Convenor, Professor Kath McCourt CBE FRCN, joined us to talk about the role of RCN Fellows within the College and present the revised terms of reference for the Fellows Co-ordinating Committee for our approval. We also discussed how the PNC could work more closely with the Fellows in future and use their experience and expertise to inform our work.

15. Following discussion at the meeting we are now looking to develop a formal two-way communications process between our two Committees and will be sharing our work programmes and 2020 meeting dates.

16. As above, given that the Governance Support Committee doesn’t meet again until February, we are recommending the revised terms of reference for the Fellows Co-ordinating Committee (attached at appendix 2) direct to Council for approval today.
Education, Learning and Development Strategy

17. We discussed plans to develop the RCN’s future strategy for education, learning and development and agreed the approach being taken to enhance the RCN’s offer through the Education, Learning and Development (ELD) project that is currently underway.

18. We made suggestions on where we feel the RCN could fill gaps in the market such as developing a conversion course to help nurses advance their careers and we are keen to ensure that there is an international dimension to the project to take account of the opportunities we might provide for international nurses as well as any useful learning from other countries.

Staffing for Safe and Effective Care

19. We received an update from the Northern Ireland office on the work going on there in relation to the staffing for safe and effective care campaign. We have invited Pat Cullen to attend our meeting in January to give some additional detail on the history of safe staffing in Northern Ireland and the evidence base underpinning the campaign there.

20. Under this item we also received an update on the work of the Overview and Scrutiny Committee, chaired by Denise Llewellyn MBE FRCN. Once the current elections process is complete and our full 2020 Committee membership is known we will be inviting expressions of interest for the second person to represent the PNC on the Overview and Scrutiny Committee. This follows Jacky Price standing down from the Committee after her taking up a staff role in the Nursing Department.

International Committee Update

21. We received a briefing on the role and priorities of the International Committee and noted its revised terms of reference. As with the Fellows, we will be sharing our work programme for 2020 and have invited that Committee to identify where it can best input to our work.

RCN/ University of Sheffield Research Alliance

22. The University of Sheffield will be attending our meeting in January to share early reflections on the work completed during the first year of the Alliance and present the emerging priorities for years 2-3.

23. In preparation for that session, we received a presentation on the work of the Alliance to date and how its research priorities were set. We noted that the University would be reviewing progress against the current work plan and considering RCN-provided context during December.
24. We are also keen to also engage with the Research Society on any research work they can assist the Committee with.

**Member Consultation on Complaints and Resolution Policies**

25. We considered the current consultation on the review of members’ complaints and resolution policies and fed in our comments. Overall we feel that the new member resolution policy feels appropriate.

26. However, we would like to see it made clearer that it applies equally to all members when acting on behalf of the RCN and is about breaches of the Code of Conduct.

**Update on the Work of RCN Forums**

27. Rachel Hollis FRCN represents the Committee on the Forums Governance Group. She gave us an update on the work of the forums following the FGG meeting that took place on 24 September and the Forum Chairs Committee meeting that took place on 10 October which she also attended.

28. We noted that a new process for establishing/ disestablishing forums has been agreed by those Committees and we will discuss this at our meeting in January.

29. We spent some time discussing Committee links to the RCN’s professional forums and how these might be strengthened. There was a suggestion that it might be helpful for PNC members to join forum strategy days and/or Forum Chairs Committee meetings to open communication channels/ give forums a point of contact.

30. We also think it would be useful for the new Chair of the Forum Chairs Committee to attend a PNC meeting at least once a year. We will discuss these proposals again in January once our new members are in post.

**Planning for the Committee Induction Day on 6 December 2019**

31. We received an update on the election process for new members to join the PNC from 1 January 2020 and discussed plans for our induction/ handover session in December.

32. We also discussed how Committee members stepping down in December could continue to be involved in the work streams they have a particular interest in during 2020.

The Committee next meets on 6 December 2019 (induction session followed by a full Committee meeting).
Committee Membership

Simon Browes (East Midlands – CHAIR)
Rachel Hollis (Yorkshire and the Humber – VICE CHAIR)
Carly Boyce (South West)
Mary Codling (South East)
Theresa Connor (Scotland)
Tracie Culpitt (Nursing Support Worker)
Tim Grace (Northern)
Julie Green (West Midlands)
Denise Llewellyn (Wales)
Lucy Mason (Student)
Claire McGuigan (Northern Ireland)
Jacky Price (Eastern)
Sally Young (North West)
Mary Wells (London)

Anne Marie Rafferty (President)

Apologies were received from Mary Codling, Theresa Connor, Tim Grace and Lucy Mason for this meeting.

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