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in practice and shapes health policies*

ROYAL COLLEGE OF NURSING OF THE UNITED KINGDOM
LONDON BOARD
MINUTES
OPEN SESSION

Date: 13th February 2019

Time: 9:30 – 17:00

Venue: RCN London Office, 5th Floor, 20 Cavendish Square, London W1G 0RN

Notes of the meeting of the London Board held on 13th February 2019 at RCN London Regional Office, 5th Floor, 20 Cavendish Square, London W1G 0RN held under the terms of the RCN Confidentiality Policy.

BOARD MEMBERS PRESENT

Cynthia Davis	Council Member (Chair)
Diane Cameron	Outer South East London
Audrey Sothcott	Inner North West London
Maria Ponto	South West Inner
Shamilah Nabyangwa	South East Inner London
Michael Coram	North East Inner London
Joyce Inoniyegha	North West Outer
Noeleen Behan	North Central Outer
Jim Blair (PM only)	North Central Inner

Observers:

None

RCN STAFF PRESENT

Jude Diggins (JD)	Regional Director
Mark Farmer (MF)	Operational Manager
Alison Telfer (AT)	Development Officer
Tom Colclough (TC)	Communications Manager
Pamela Nelson (PN)	Regional Service Manager
Samuel Mason	Regional Administration Coordinator

19.01 WELCOME AND APOLOGIES

- Mike Smith
- Jim Blair (AM)
- Sue Tarr
- Karen Sanders
- Jane Connor
- Ian Norris

Cynthia Welcomed the Board members and encouraged participation in discussion.

19.04 OPEN SESSION – WELCOME OBSERVERS

CONFLICT OF INTEREST DECLARATIONS AND APOLOGIES FOR ABSENCE

There were no additional attendees to the meeting at this point.

19.05 NOTES OF LAST MEETING

It was agreed that we had already gone through this earlier in the agenda.

19.05 (b) MATTERS ARISING

Action list from last Board meeting

It was agreed that we had already gone through this earlier in the agenda.

19.06 REPORT FROM CONFIDENTIAL SESSION – VERBAL - Board Chair

There were no new observers so no need to revisit this.

19.07 FEEDBACK from TU and PNC

Regional reps were unable to attend the meeting

National TU Committee

It was reported that the reports had been included in the agenda papers. No questions raised from the Board

Mark updated on the role and expectations of the Chair of Staffside.

It was suggested that the role description needed to be relevant to the skill set required for the role.

Jude updated that Agenda for Change changes would be taking effect from 1st April 2019.

Mark updated that reps had been asked as to whether they had undertaken job evaluation training, which was reported back to Employee Relations Department and Social Partnership Forum. It was noted that employers would need to maintain their own lists to ensure all staff had undertaken this training.

Action – Jude to share documents to be shared on guidance for sitting on JNC etc.

National Professional Nursing Committee

It was noted that the reports had been included in the agenda papers.

19.08 UK NATIONAL COMMITTEES UPDATES

The reports from those committees who had submitted reports to the agenda were noted. None of the UK Committee reps were present in the meeting.

Cynthia noted that resolutions from Congress were being carried forward by Council and a plan put in place. It was agreed to discuss relevant Congress resolutions at the next meeting.

Action: Congress updates to be placed on May agenda

LUNCH

19.09 FEEDBACK FROM SUBGROUPS

- Trade Union Group
- Professional Nurse Group
- Succession Planning Group

Subgroups did not happen as this was first meeting of 2019.

19.10 HOT TOPICS

Verbal Update Jude Diggins

Safe staffing – Jude presented on the campaign for staffing levels for safe and effective staffing care which arose out of a resolution from congress in 2016 and 2017.

The presentation focused on the Governance arrangements for the campaign – which covers all 4 countries of the UK. There will be a UK oversight and scrutiny committee (Made up of members) to advise and inform Council. It was reported that the London Board would feed into the England sub-group of this (The England Overview Scrutiny Group) and Jude would seek volunteers from the Board to feed into this as member engagement would be very important. Noeleen Behan volunteered from London region

Jude noted that on 15th of February there was the first of a series of collaborative meetings which would be setting the shape of the campaign – leading to a regional event on 18/04/2019.

Action – Jude to circulate safe staffing presentation to board. A separate presentation will be devised for branch meetings etc.

It was noted that members would be able to have further input for the 18th April 2019 meeting of this Safe and Effective Staffing group. It was noted that the governance of this needed to be put in place in the first instance, and greater member engagement would follow.

It was reported that implementing the correct principles around staffing ratios would be important for staffing for safe and effective care.

It was noted that various things would feed into what parameters constituted safe and effective care. MP reported on a study she had read that there were 237 million drug errors made across the board last year, which highlighted the importance in determining safe staffing and effective care.

Michael Coram would attend the Member Engagement Workshop on 13th March 2019 if required.

It was reported that other roles/opportunities for engagement would be coming up and Cynthia would be keen for as many Board members as possible to take each of these roles.

Jude reported that she had met with NHS Employers and the Deputy Mayor for Transport, to speak about transport challenges and costs for nursing. Community nurse parking charges were also discussed. It was reported that significant (222 WTE nurses) resources were lost with nurses looking for suitable places to park and paying fines for parking in the wrong places.

It was reported that the Deputy Mayor had agreed to offer to look at the congestion charge in future.

HEE/Capital nurse are looking at some Pan London work to be done on recruitment of overseas nurses. Particularly due to nursing numbers being low. Cynthia suggested that more could be done to promote recruitment from UK based populations.

It was suggested to look at offering support to recruitment initiatives and how this may best be done. Who are the right personnel to do this kind of work? It was suggested that younger nurses may be more beneficial in recruiting rather than those who may be about to leave the nursing profession. Such nurses may then act as role models for young people who may then be inspired to pursue nursing.

It was reported that adding nursing work experience to school children may also promote nursing as a job. It was noted that Trust Policies may proscribe children under 18 or 16 from undertaking nursing work experience.

It was suggested the RCN may be able to collaborate with the NUT to promote nursing. Jude noted that this would produce a capacity issue due to the sheer number of schools.

It was also suggested that promoting nursing amongst males is also something for consideration.

19.11 COUNCIL REPORT – Cynthia Davis

Cynthia ran through the report from the Agenda papers from 24th January which was the first meeting of the newly formed Council since the re-elections.

It was reported that Student recruitment numbers had fallen, it was suggested this was in part due to the loss of the Student Bursary.

It was reported that the RCN was lobbying for £1 billion to be put back into student nurse funding.

RCNi will be relocated to RCN HQ in 2020.

It was reported that there had been discussion on the risk of the number of temporary positions in the RCN workforce currently and acknowledging the loss of knowledge. Council suggested adding to the risk register.

It was reported that the new Council Plan had been agreed including the strategic aims.

It was reported that 153 items had been submitted for debate at Congress 2019, with two accepted from London Region.

It was suggested that as a Board we could look at how best to prepare resolutions for submission to Congress.

Action - It was agreed to add this to the December Board Agenda.

It was reported that Council had been asked for permission to support industrial action in Jersey over pay. It was reported that 62% rejected their pay offer, and over 70% had voted for strike action. It was noted that Council had pledged their support to this action.

Cynthia noted that when at Congress, attendees had to be physically in the room to vote on resolutions.

19.12 OPS DELIVERY PLAN – Jude Diggins

Jude reported on the Ops delivery plan for 2019 - 2021 as circulated prior to the meeting. It was reported that this had been signed off by Council and that now the region was developing local implementation plan.

19.13 EMPLOYMENT RELATIONS LEAD UPDATE

Jude updated in Sue Tarr's absence.

Jude noted that work on Common Case Types had taken place in the Region which had led to Administration staff making the first contact to the member. It was reported that this had led to a net fall off of cases that had been opened up in the Region.

It was noted that the London Welcome night would be on the Monday of Congress, as would the AGM.

It was reported that four JRDD's had taken place in 2018, with the next one due on 27th February. It was suggested that a session on Safe Staffing would be added to one of the agendas this year.

Case Management – it was reported that there is an ongoing challenge in engaging stewards with Case Management to record all information and ensure supervision takes place. Cynthia encouraged the Branches to ensure any stewards are fulfilling their obligations.

19.14 PROFESSIONAL NURSING LEAD UPDATE

Mark Farmer updated to the Board on his paper previously circulated.

It was noticed that the NMC medicines guidance management had been withdrawn. The Royal College of Pharmaceuticals had published a shorter version of this guidance which was aimed at a broad and multi-disciplinary workforce. It was noted that it was important that HR and employers were aware of these guidelines by highlighting at staff side meetings.

NB asked that language used should reflect BME and non BME as opposed to BME and White

Action – Jude to e-mail Yvonne Coghill, Deputy President on behalf of the Board to ask for the language around WRES to reflect BME and Non BME

COMFORT BREAK and OPEN SPACE

A short break in proceedings for those in attendance to stretch their legs and an opportunity for observers to interact with Board members

Tom Colclough joined the meeting and introduced himself and what he is currently working on.

19.15 FINANCE 2019 – Jude

It was reported that the Board had just under £26,000 per year allocated to it. £500 per Branch to support Congress attendance.

Money would be allocated for Autumn of Learning, and other learning events. It was reported that there was about £10,000 left from the Board fund.

Jude invited the Board to advise how they wish to spend this remaining fund.

Cynthia noted that with Staffing for Safe and Effective Care as a priority for this year, some work on this would be a good spend of the money.

19.16 BRANCHES

Accounts – Pamela Nelson

Pam provided an update on Branch Accounts and how these would be communicated to the Branches. It was agreed that this way forward would be implemented.

Proposal for branch treasurers to attend Board

It was suggested that Branch Treasurers be invited to the September Board meeting with a section on the Agenda to discuss this. This was agreed.

Congress update - Pamela Nelson

Pam noted that she has spoken to Governance regarding congress process. It was agreed Pam would advise the Board regarding this process as well as the funding situation.

Pam noted that if there were members in branches who had not attended Congress before then they were eligible for the use of the protected £500.

It was agreed to raise with Governance Department's process around Congress as it was felt there had been glitches.

It was suggested that Board could fund a coach for London students to attend congress. It was suggested that a poll of numbers would be required in the first instance. It was also noted that they would need to register for congress first otherwise they would not be able to attend as a voting member.

It was agreed that we would look into one coach, which would be around 50/60 people.

Action – Maria Ponto and Diane Cameron to run costings for the Student coach to congress idea.

Action – Pam Nelson to check with Governance whether the student coach idea would be deliverable.

It was suggested that the Congress could be streamed live in Cowdray Hall for those who could not attend – explained this was unlikely to be feasible as Tech staff would all be at Congress

19.17 COMMUNICATIONS - Tom Colclough

Tom provided a verbal update.

It was reported that Emily Davis had been working on how London Region engage with members and stakeholders, what member's attitude towards the RCN and research undertaken into this.

Tom suggested that engaging with members and the wider public continued to be very important to the Communications Team's aims.

It was reported that Tom and Mark had met with the GLA recently to discuss homes for health workers and work to put forward a business case to release land for health workers homes rather than selling it off. It was suggested that Trusts don't have expertise in "disposing" of land cost effectively, so work needed to be done to work with them to get the best result for health workers.

Tom noted the RCN London Social media accounts and confirmed these were going well.

Immigration Health Surcharge – It was noted that this had doubled to £400 per person. It was reported the RCN would be reviewing this and providing a national response to this.

Fund our future campaign- It was reported this was intended to get £1 billion put back into the Health Service for student training.

19.18 REGIONAL DIRECTORS REPORT – VERBAL - Jude Diggins

Board Member Attendance / Sub-group Attendance

Jude noted the attendees to Board meetings record and noted that if two meetings in a row are missed this triggers a meeting with the Chair.

Jude clarified the position of observers from the UK committees on the London Board.

It was suggested that the confidential section of the Board meeting should not be required. Jude suggested there were still some circumstances where a confidential session would be useful. It was agreed that the Committee representatives are bound by confidentiality so they should not be excluded from a confidential session but that general observers may be dependent on the content.

VOTE – The above proposal was agreed by all except 1 voting member.

19.19 AGREE KEY MESSAGES

Jude noted the purpose of the key meetings and confirmed them with the Board.

19.20 ANY OTHER BUSINESS and DATE OF NEXT MEETINGS

It was suggested that the minutes from Board meetings be published publically on the RCN website. It was agreed that other than confidential notes, this would be possible.

Jim Blair raised the possibility of the Board giving him funds to support a charity initiative he was working on. It was suggested that Jim gather further information and report back as to the funding effort before any costings and business case could be run for this.

The next London Board meeting will be on 8th May 2019