

RCN Scotland Board

Minutes of the Royal College of Nursing Scotland Board, Open Session, held at RCN Scotland, 42 South Oswald Road, Edinburgh EH9 2HH, on Thursday 20 February 2020, 10.30am-4pm

Present:

North Sector

Alistair Grant	Grampian
Peter Cartwright	Highland
Andy Notman	Islands
Martin MacGregor	Tayside

East Sector

Yvonne Smith	Borders
Sharon Adamson	Fife
Jasmin Clark	Lothian

West Sector

Aurelia (Peggy) Kungu	Dumfries & Galloway
Ann MacCrimmon	Greater Glasgow
Tom Wilson	Lanarkshire
Julie Lamberth	Ayrshire & Arran

Chair
Vice-Chair

Other Seats

Geoff Earl	Council
Mandy Kay	Temporary Seat
Graham Revie	Trade Union Committee

In attendance:

Theresa Fyffe	Director
Eileen McKenna	Associate Director
Norman Provan	Associate Director
Luci Pollard	Board Administrator
Carol Harris	Communications Advisor

Apologies:

Theresa Connor	Professional Nursing Committee
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Observers:

Janette Astels, Learning Reps Committee
Lesley Cunningham, Lothian Branch
Dawn Keating, Student Committee
Dave McKenna, Centre for Public Scrutiny
Hilary Nelson, Forth Valley Branch

*arrived after the start of the meeting

+left prior to the end of the meeting

8. Welcome and Apologies

The Chair welcomed the observers to the meeting: Hilary Nelson and Lesley Cunningham.

9. Minutes from the open session of the meeting held on 5 September 2019

The minutes were agreed as an accurate record of the meeting.

Actions were noted.

Discussion

The process of replacing the Scotland Representative on the Stewards Committee is underway.

The UK reps conference in March 2020 will have a session on lessons learned from the NI industrial action and films will be shown at Congress.

It was agreed that at the Board Development session the Board could note an interest in learning points from the industrial action when timely.

As Chair of the Governance Committee Geoff Earl sought clarification on the timescales for the notes from the Board meeting to be circulated to branch officials: it is 5 working days. There was some disquiet regarding the accuracy of notes produced this quickly given that the minutes would not have been agreed prior to circulation of the note. The challenges of the timescales for the Chair and staff were noted. The Director to raise the issue through other fora.

10. Reps Conference Review

Alison Manners spoke to this item. It was noted that the evening Quiz time was not particularly well received. She highlighted the issue of late cancellations. This year Student Ambassadors will be asked near the event to confirm their attendance. Senior Officers will also be asked to check whether any of their reps were on long term sick leave. This year well-being will be a focus which will include psychological safety.

The Board were asked how they wished to contribute to the event and what they wanted for evening entertainment.

Discussion

It was agreed that patient safety is of paramount importance, and there will be on-going work with all reps regarding guidance on the Health & Act (Scotland).

It was agreed that having the Manifesto group should onto the Reps Conference SLWG. Peter Cartwright agreed to sit on the Reps Conference SLWG. The Board agreed that, some proposals will be given to the SLWG to agree.

11. RCN Scotland Board Elections 2020

The Board noted that there is a decision to make. A paper will be prepared for the May Board meeting to agree the constraints model for the 2020 elections.

Discussion

The Board agreed that the current vacancy should be elected to as soon as possible.

Terms of office and number of terms of office will be circulated to the Board.

The Board noted that Caroline Venters had resigned from the UK Safety Committee.

The Elections paper for the May Board meeting will also include details of the membership numbers for each section.

12. Potential Merger of Borders and Lothian Branches and item

Item 12 and 13 were discussed together.

13. Branches and Risks Associated Matters

Norman Provan spoke to this item. He outlined the contents of the paper. It was noted that Borders has 791 members at September 2019 and the branch has struggled to elect branch officials. The Sub-group set up by the Board to consider this issue proposed that Borders and Lothian branches merge.

Discussion

It was noted that when Lanarkshire and State Hospital, and Grampian and Orkney merged congress representation was considered. The Branches decide who should attend Congress. The use of technology to engage members could be used and virtual Branch meetings could be held.

There was some concern that the smaller of the merged branches lose contact over time. It was noted that the new Lothian Branch officials were very keen to take the branch meetings out from the centre. The Board member from Borders was supportive of the proposal to merge. The Board member from Lothian noted that the branches were already very well aligned.

It is important to try and maintain a balance across the sectors in Scotland.

It was noted that RCN Scotland have been adhering to policies relating to Congress places and branch mergers. Boards have been asked across the UK whether they approve congress places for branches that are not functioning.

The Director agreed to seek an update from Governance. Should the Boards not respond the Chair of the Governance Committee agreed to pursue.

The Board agreed that a consultation process should be carried out in relation to the proposed merger of the Borders and Lothian branches as outlined in the paper.

Janette Astels and Dawn Keating joined the meeting

14. Safe Staffing

Eileen McKenna spoke to this item which provides an update on activity around Safe Staffing Phase 2: Implementation of the Health and Care (Staffing)(Scotland) Act 2019. It was noted that there are 3 planned events with the research partners, University of Sheffield.

It was noted that it has not been possible to appoint to the fixed term post which had been created to support the work. A meeting with the Deputy CNO has been arranged. Medics are beginning to get engaged in the Guidance.

Discussion

The Board was disappointed that the Healthcare Staffing Programme National Steering Group and Education sub-group had been disbanded.

There was some concern regarding progress given that the CNO will shortly retire.

The Board noted the update and agreed the Project Implementation Plan.

15. Member Consultation on the timing of the AGM

Board were reminded that in 2014 the AGM became part of Congress to improve attendance at the AGM. The current consultation is to ask members views on the proposals.

Discussion

Some Board members felt that AGM should sit within congress. At the end of the week, there was some confusion with the AGM being at the end of the week and it will be interesting to see how well attended the AGM is this year. Costs were a factor and having two different events at different locations. Members cannot be funded to attend the AGM. There were also concerns about the number of people attending. It was felt that a separate event, given that it is difficult for members to be released from work. The timing of when the AGM is held within Congress is critical.

The Learning Reps Committee had considered the timing and felt that further consideration should be given after this year's AGM regarding the timing of the AGM

The Student's committee also felt that the timing of the AGM within Congress was critical.

One Board member felt that the AGM should be separate from Congress. It was noted that some members' experience of the AGM was not positive, the event had effectively removed the excitement of Congress.

A virtual AGM was discussed, and it was agreed that this would be difficult to Chair and voting would have to be done prior to the discussion at the AGM.

The Board agreed the following should be feedback to governance:

The majority of Board members and observers at the Board meeting agreed that the AGM should be held during Congress.

The Board suggested that a different room should be used to reduce the risk of confusion between the AGM and Congress. More work should be done to help members understand the importance of the AGM. More could be put on the website where members sign up to Congress.

AGM could start at 4pm to reduce the interruption and there should be no fringe events held that evening.

It was noted that there was a lack of clarity in the question on the feedback form.

16. **Member Consultation on Membership Categories**

Geoff Earl spoke to this item. He outlined the reasons for the Review of Membership Categories. Categories agreed this year need to be relevant for now and the future.

The proposal is that everyone joins on a single membership with a variety of payment plans.

Discussion

The consultation asks:

- do you agree with the key principles on page 4?

Board response: Yes.

- Does a single membership deliver those key principles?

Board response: Yes.

- Do you agree that a range of payment plans linking the amount you pay each year to your salary expectations is fair?

Board response: Yes, but this needs rewording to reflect clear meaning: it should read job role / category / job family – needs

- Do you agree that all members should be able to stand and vote for members from your Country and Region on the RCN governance

Council, your local board and the professional Nursing and Trade Union Committees?

Board response: Yes.

- Do you agree that the President and Deputy President and Chair of Council should continue to be required to be registered nurse.

Board response: The roles should be open to all members. The issue of part time workers was raised. There is no proposal to make major changes to payment. Any proposal will go to an RCN AGM.

17. Senior Charge Nurse Films Update.

Carol Harris and Steven Black spoke to this item. Filming had taken place in NHS Lothian and NHS Forth Valley in February. Feedback had indicated that the filming was a very positive experience for those members involved. The Board noted that the RCN Parliamentary Reception on 27 May will show the film.

The Board were asked for their suggestions regarding raising the profile of the films. The film will be uploaded to the RCN Youtube channel.

Discussion

The film project was warmly received. It was noted that there are significant pressures on SCNs as there are increasing workloads and a lack of understanding of the SCNs.

The four interviewees spoke on a personal level regarding their experience.

18. Congress – Branch attendance

The Board were reminded of the principles of allocating the voting places and the Board's role is to examine that this has been done.

Clyde and Borders do not have a functioning branches. Clyde have put forward 3 members, and Clyde have 3 places. Two people have come forward from Borders, Borders have only one place. One of whom is a newly accredited steward, discretionary funding might be available for the second person.

Discretionary funding is decided by the Chair and the Director. 5 applications for discretionary funding have been received.

Discussion

Tayside branch have not yet provided nominations.

Clyde Branch: it was agreed that all three nominees should attend as voting members.

Borders Branch: it was agreed the newly qualified steward should have the voting place.

19. Council Update

Geoff Earl spoke to these papers. He updated the Board on the position in Northern Ireland. The Board noted the complexities associated with the current pay dispute in Guernsey. The Congress agenda has been agreed and published.

Discussion

It was felt that some people were driving particular agendas around re-joining ICN. It was noted that a significant body of members who wished to have the debate. The last vote was very contentious in 2014.

If the vote goes to an AGM matters which had not been shared with members previously.

20. Professional Nursing Committee

Theresa Connor was absent from the meeting.

Discussion

The Board noted the report.

21. Overview and Scrutiny Committee Report

Ann MacCrimmon and Theresa Fyffe spoke to this item. The Board were reminded that the OSC gave a report to Council. The programme was progressing and a strategy is being developed. It was noted that a member of the TU and PN committees also sit on the Committee. It is a new model of assurance and scrutiny that not all committee members understand.

22. Trade Union Committee

Graham Revie spoke to this item and gave a summary of the paper. The TU Committee had welcomed the increase in student numbers in NI was welcomed. Further work was being done on the 'Red Book'.

23. Student Committee

Dawn Keating spoke to this item. The first meeting of the Committee took place in February Safe and effective care. The Committee is seeking to capitalise on A student debate will be held in Manchester in March. The

Student Ambassador new name had been very well received. The Student Committee Congress programme is being developed.

If Students are interested in attending the student event the Director agreed to consider any student applications for attendance.

The Board thanked Dawn for her report.

24. Safety Reps Report

Apologies were received from Carolyn Venters.

The paper was noted. The Board noted the paper. The Chair agreed to write to Carolyn to thank her for her work.

25. Learning Reps Committee

Janette Astles spoke to this item. Workshops are being planned. Learning agreements are very out of date and some do not have agreements. It will be very positive to have clearer understanding of the role and its requirements. A learning needs analysis has been developed and this will be raised at partnership meetings. Janette is hoping to meet with the DNS for NHS Lothian. There has been an on-line learning update with a course on bullying. Roadshows are planned for later in the year. It was noted that much of the work was England centric.

Discussion

Janette was thanked for her report.

26. Board members' Reports

Ayrshire & Arran – difficulties with 'corridor care' in the Emergency Dept as beds have been closed and there is nowhere for patients to go.

Dumfries & Galloway – staffing shortages are causing problems. The skill-mix is very poor on wards.

Glasgow – skill mix is an issue, with a number of senior nurses leaving and others struggling. Eileen McKenna visited last week and Theresa Fyffe is visiting next week.

Grampian – there is an issue with reference period. A Staff side are working on a variance paper to go to STAC. Members are suffering detriment due to delays.

Tayside – Strang report has been published with some significant recommendations including face to face meetings and better partnership working.

Highland – Staffing levels have been an issue. Highland branch held their AGM, branch treasurer has been elected. Margaret McCrea agreed to use

MCC and other processes to ensure that the Chair and Secretary can be elected.

Peter Cartwright to discuss virtual AGM with Communications Team.

Borders – new workforce director has started and a new finance director has started and a new general managers. A community nursing review is being undertaken. Moral is low and there are changes to be made in older peoples' care.

Lothian – Treatment has gone up by 3%. Chief Executive is due to retire and the Chair of the Board has resigned. Sick Kids is delayed again until Spring 2021, another report on the ventilation is due in March. Lothian are piloting paramedics working in place of doctors and working alongside nurses. This is in its early stages.

Fife - there has been a backfill issue. There is a £40M Mental Health budget has been delayed due to lack of progress with the plan.

26. Any Other Business

Prisons work – the Board were asked for contacts who understood prisons and unable to engage with members in prison service. Board members to contact Eileen McKenna.

End of Open Session of the Board meeting.