

RCN WALES BOARD

OPEN SESSION

Date of meeting:	7 February 2020
Title of Paper:	Minutes of meeting held on 13 December 2019
Presented by:	Board Chair for approval
Is a decision required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

The Open session of the RCN Wales Board was held on Friday 13 December 2019 in the RCN Wales Headquarters, Ty Maeth, Cardiff, which commenced at 09:30.

PRESENT

Gaynor Jones, MBE	RCN Wales Board Chair / Member of the RCN Trade Union Committee
Ann Taylor Griffiths	Board member
Billy Nichols	Board member
Denise Llewellyn, MBE, FRCN	Member of the RCN Professional Nursing Committee
Prof Donna Mead, OBE, CSt.J, FRCN	Board member – <i>arrived at 16.10</i>
Prof Dame June Clark, DBE, FRCN	Board member
Moira Davies	Board member
Neil Evans	Board member
Nicola Milligan	Board member
Richard Jones, MBE	Council member for Wales and Vice Chair of both RCN Wales Board and RCN Council
Sandra Robinson-Clark	Board member
Tristan Griffin	Board member

APOLOGIES	Alison Magor	Board member
	Kate Parry	Board member
	Helen Carlyon	Finance & Business Continuity Manager
	Jane Carroll	Senior Officer
IN ATTENDANCE	Helen Whyley	Director, RCN Wales
	Nigel Downes	Associate Director (Professional Practice)
	Katie Branch	Complaints, Quality and Administration Services Manager
	Lisa Turnbull	Policy and Public Affairs Adviser
	Jayne Taylor	EA to Director, RCN Wales
OBSERVER	Jackie Davies	Welsh member elect on the Trade Union Committee

WB.19.52.1 WELCOME & APOLOGIES FOR ABSENCE

The Board Chair welcomed everyone to the Open Session.

The Board Chair gave a special welcome to Jackie Davies, Welsh member elect on the Trade Union Committee and congratulated her on her election.

The Board noted that apologies had been received from the Board members Alison Magor and Kate Parry and staff Helen Carlyon, Finance and Business Continuity Manager and Jane Carroll, Senior Officer.

WB.19.52.2 DECLARATION OF INTERESTS

The Board Chair asked Board members to declare any possible interests with any items on the agenda and no further items were declared to those declared in the Closed session of Board.

WB.19.53.1 MINUTES

Minutes of the Open session of the Board meeting held on 13 September 2019 had been circulated and were confirmed as accurate.

WB.19.53.2 REVIEW OF ACTION SHEET

All actions were either noted as completed or an update provided on the action sheet.

WB.19.53.3 MATTERS ARISING

Matters arising were noted as follows:

WB19.43.8 - Reviewing Our Members' Code of Conduct and Disciplinary Policy

A query was raised as to what response was submitted from RCN Wales Board to this consultation.

The Director informed that Board that as no comments had been received from Board members, no response was submitted. The Board Chair stated that Board members had contributed to the consultation responses submitted by the UK Reps Committees and Governance Committees.

The Director stated that this policy sits under her lead of the Member Contact Centre. The Board noted that following the consultation feedback, the Vice Chair of Council had convened a further meeting and invited the Chairs of the UK Reps Committee to attend to ensure the members' were engaged.

The Board noted that the new policy had been approved by Council and would come into effect in January 2020

There were no further matters arising.

WB.19.54 OPERATIONAL UPDATES

WB.19.54.1 BOARD CHAIR'S REPORT

A report had been received and was noted.

WB.19.54.2 DIRECTOR, RCN WALES' REPORT

A report had been received and was noted.

The Director highlighted the following meetings at the request of Board members:

- At the meeting with Stephen Griffiths, Director of Nursing, Health Education and Improvement Wales on 24 October 2019, the Director had discussed the implications for NHS support staff and Social Care Registration of Domiciliary Care Staff; commissioning figures and workforce planning for 2020 and the importance of Clinical and Professional Leadership.

- At the meeting with the BMA on 28 August, the Director discussed the relationship with the BMA and considered some joint working around the (Health and Social Care) Quality and Engagement (Wales) Bill.
- During meetings with the Minister for Health and Social Services a number of key issues were discussed including the extension to the Nurse Staffing Levels (Wales) Act 2016 and the primary care work that had been outlined by the Primary Care Board.
- At the meetings with the Deans of Schools and Directors of Nursing the Director discussed the tendering process and student funding and offered support for any initiatives the Universities had planned regards to 2020 International Year of the Nurse and Midwife.
- At the regular meetings with the RCN Wales Board Officers, a number of issues were discussed including running the multi-professional CLP for the Welsh Blood Service and Velindre NHS Trust.
- On 22 November 2019, the Director met with members in Betsi Cadwaladr University Health Board to discuss their concerns regarding rota changes. The Director will meet with the Director of Nursing to follow this up in the near future.
- On 25 September 2019, the Director attended a Masterclass on “Persevering as Exemplars in the Midst of Uncertainty”, which was part of Academi Wales’ programme for leaders and was a good networking opportunity.
- At the Health and Social Care Brexit Ministerial Stakeholder Advisory Forum meeting on 2 September 2019, the focus was on preparing for a no deal scenario including transport and arrangements for supply lorries in each Local Authority. At a recent meeting with the Minister for Health and Social Services, the Director emphasised the need to focus on the long-term implications of Brexit and its potential impact on delivering social care. The Board was also concerned with the implications of the withdrawal of the European Union funding of which Wales is the largest beneficiary in the UK.

Action: Director to meet with the Director of Nursing, Betsi Cadwaladr University Health Board by way of follow up to discuss concerns regarding rota changes.

WB.19.54.3 RCN WALES NURSE OF THE YEAR 2019 AWARDS

The Director thanked Board members, sponsors and staff for their hard work in undertaking shortlisting and interview panels for the RCN Wales Nurse of the Year 2019 awards.

The Board was pleased to note that the feedback from the event had been exceptionally positive. The Board expressed its thanks to the Complaints, Quality and Administration Services Manager and staff for delivering such a successful, high profile event.

A view was expressed that the RCN President should be invited to speak at future events and this view will be taken into account during the Nurse of the Year debrief meetings.

Some disappointment was expressed that a sponsor had withdrawn from the Older People's Award. The Director advised the Board that a new potential sponsor had been identified and it is hoped to be able to reinstate this award in 2020.

Action: Consideration to be given to the RCN President being invited to speak at future Nurse of the Year awards ceremonies.

The Welsh member on the Professional Nursing Committee chaired the next item.

WB.19.54.4 REQUEST TO CHANGE THE NAME OF THE CWM TAF BRANCH

A report had been received and was considered.

The Vice Chair, who is Chair of Cwm Taf branch, explained the rationale for the request to change the name of the Cwm Taf Branch. The Board noted that the Health Board's name had been changed to Cwm Taf Morgannwg University Health Board and its boundaries had been widened to include member from Bridgend.

The Cwm Taf branch had expressed the desire to change the name to Cwm Taf Morgannwg branch to reflect these changes and to be more inclusive of members from Bridgend.

At this point, the Board Chair and Vice Chair left the meeting for this item only.

The Board considered the two options as set out in the paper and, after some discussion, the Board voted on option 3.1.2

The Board agrees for the name of the Cwm Taf branch to change to Cwm Taf Morgannwg Branch. Under the Branch Regulations, item 4 states, "Any change in title or boundary of the branch will be agreed by Council on the recommendation of the relevant Board." The Board would then need to submit a recommendation to Council in support of this name change.

The votes were cast as follows:

For: 9 Against: 0 Abstain: 0

This vote was carried.

Decision: The Board agreed to submit a recommendation to Council in support of changing for the name of the Cwm Taf branch to Cwm Taf Morgannwg Branch and

Action: The Board to submit a paper to Council recommending changing the name of the Cwm Taf branch to Cwm Taf Morgannwg Branch.

The RCN Wales Board Chair continued to chair the Board from this point forward.

WB.19.54.5 POLICY & PUBLIC AFFAIRS REPORT

A report had been received and was noted.

The Policy & Public Affairs Adviser gave a verbal update as follows:

- RCN Wales had significant success in working with the Royal College of Practitioners and the British Medical Association in gaining support from the Assembly Health Committee to the suggestion that the Health and Social Care (Quality and Engagement) (Wales) Bill should be amended to make specific provisions for workforce planning.

The consultation on the Social Partnership Bill White Paper would close on 2 January 2020 and Board members were urged to submit comments by 19 December 2019. This Bill proposes the establishment of a Social Partnership Council with membership from trade unions, private employers and public bodies, chaired by the First Minister. The Board was informed that RCN Activists had already provided feedback. The Policy and Public Affairs Adviser agreed to let Board

members have a copy of the presentation that was given to the RCN Activists Network meeting.

- Following their attendance at the successful RCN Wales Safe Staffing Saves Lives campaign launch on 27 November 2019, Assembly Members had tabled a debate in plenary on Nurse Staffing Levels on 11 December 2019. The Policy and Public Affairs Adviser will circulate to Board members a transcript of the Assembly debate held to discuss the RCN Wales report into the progress and challenges on the implementation of the Nurse Staffing Levels (Wales) Act 2016.
- A membership survey will be undertaken in February/March 2020 which will inform the development of the 2021 manifesto campaign.
- The Political Leadership Programme has been moved to early 2020 due to capacity issues within the Policy Team. Places are available to those Board members who have not previously undertaken the course. Board members were asked to contact the Policy and Public Affairs Assistant to book their places.
- The Board's attention was drawn to the Assembly Impact Report attached in appendix A.

Concern was raised with regards to the potential impact a no-deal Brexit may have on ambulance journeys through traffic disruptions across Wales. The Policy and Public Affairs Adviser agreed to raise this concern with Political Advisers in the Assembly.

A query was raised as to whether or not RCN Wales would hold the First Minister to his manifesto commitment for a more equal Wales with "*a socially-just economy which provides for quality public services, available to all.*" The Board was informed that guidance on this is due to come out in April 2020. The Policy and Public Affairs Adviser confirmed that RCN Wales would welcome views from Board members on this issue.

It was reported to the Board that an advert for a Director of Integrated Services in Swansea had offered the successful candidate the option to choose to be employed either by the Swansea Bay University Health Board or the Local Authority. However, the Board raised concern that the advert showed that the salary offered by the Local Authority would exceed that offered by the Health Board by £10,000. The Director stated that this would be used as an example of inequality with regards to the integration of health and social care.

Actions:

- **A copy of the presentation that was presented to the RCN Activists Network meeting to be circulated to Board members.**
- **The Policy and Public Affairs Adviser agreed to raise concern with regards to the potential impact a no-deal Brexit may have on ambulance journeys through traffic disruptions across Wales with Political Advisers in the Assembly.**
- **Board members wishing to be considered for the Political Leadership Programme to contact the Policy and Public Affairs Assistant.**

WB.19.55 STRATEGIC UPDATES

WB.19.55.1 NMC NEW EDUCATION STANDARDS AND PRACTICE-BASED LEARNING

The Board expressed its gratitude to Jane Cutter, Head of Nursing Department, Swansea University for having given a presentation at the Board development session on 12 December 2019 entitled, "*Update on the NMC New Education Standards and Practice-Based Learning*".

The Board requested that an electronic copy of the presentation be sent to all Board members.

Action: An electronic copy of the presentation be sent to all Board members.

WB.19.56 ITEMS TO NOTE

WB.19.56.1 RCN FOUNDATION WALES COMMITTEE UPDATE

The Chair of the RCN Foundation Wales Committee gave a verbal update as follows:

- The RCN Foundation Wales Committee presented its first annual report to the RCN Foundation which was very well received. The Trustees were impressed with how well the Foundation had been publicised in Wales. At its February meeting, the Foundation set out its priorities for the next two years.

- The Scotland Committee is being redefined and the Trustees are considering having RCN Foundation Committees in both Northern Ireland and England.
- The Trustees received an updated report on the project, “Tackling Loneliness and Isolation”. The Chair of the RCN Foundation Wales Committee agreed to circulate a copy of the link to this project with Board members.
- There are currently two vacancies to become Trustees of the RCN Foundation Committee and the Committee is also looking for special advisers to expand the Committee.
- There were some successful applications from Wales for the recent bursary rounds. Board members were urged to encourage members to submit applications.

The Board Chair thanked the Chair of the RCN Foundation Wales Committee for organising the fundraising walk in aid of the Foundation on 29 September in Cardiff Bay. The Board noted that the walk had been very well supported.

Action: The Chair of the RCN Foundation Wales Committee agreed to circulate a copy of the link to the project on, “Tackling Loneliness and Isolation” to Board members.

WB.19.56.2 REPORT FROM THE MEETING OF COUNCIL HELD ON 18/19 SEPTEMBER 2019

A report had been circulated which was noted.

The Vice Chair gave a verbal update on the meeting of Council held on 27 November 2019 as follows:

- A new Regulation, Code of Conduct, Complaints Policy, Resolution Policy, and Social Media Policy have been agreed will be available on the RCN website shortly.
- Following feedback from the consultation on the Membership Category Review, the Task and Finish Group has developed a vision of a single membership category. A further consultation will commence in January and conclude in April with a view to the final model being put to members for agreement at the 2020 AGM. The task and finish group will continue its work while the consultation is ongoing.
- Council was briefed on the ongoing pay issues in Northern Ireland and Guernsey.

- The strike benefit policy had been agreed at the meeting of Council on 13 September.
- Council has approved a new industrial dispute handbook to ensure that the RCN complies with trade union legislation and its own policies and procedures when taking industrial action, and when taking strike action.

The Director informed the Board that full strike action would take place in Northern Ireland on 18 December 2019. The Board noted the historic nature of this decision but fully supported the action taken.

The Board noted that the Executive Team was receiving daily briefings on the pay issues and that staff from across the UK were providing support to Northern Ireland. The Board noted that an FAQ sheet had been produced for members and branches as to how members conduct themselves during strike action.

WB.19.56.3 REPORT FROM TRADE UNION COMMITTEE MEETINGS HELD ON 9, 13 AND 27 SEPTEMBER AND 13 OCTOBER 2019

A report had been circulated which was noted.

WB.19.56.4 CORRESPONDENCE

A report had been circulated which was noted.

WB.19.57 ANY OTHER BUSINESS

WB.19.57.1 2020 BOARD DEVELOPMENT SESSIONS

A report outlining 2020 Board development sessions had been circulated and was noted.

Due to time constraints, the Board agreed to defer the presentation on “Funding Wales” to the February 2020 Board development session.

Board members proposed the following suggestions as to future Board development topics:

- Community Information Systems – data for Social Services
- Social Care and its work streams

- National Assembly Elections in Wales
- Two years since the creation of Health Education and Improvement Wales
- RCN UK Nursing SPQ's
- Education Strategy
- 2020 International Year of the Nurse and Midwife
- Brexit.

Actions:

- **Presentation on “Funding Wales” to be deferred to the February 2020 Board development session.**

There were no further items of business and the Chair closed the meeting at 12:00.

The Board noted the dates for the next Board meeting as follows:

Board Closed Session 6 February 2020 13:30 – 17:00

Board Development Session 6 February 2020 17:30 – 19:00

Venue: RCN Wales headquarters, Ty Maeth, Cardiff

Board Open Session: 7 February 2020 09:00 – 12:30

Venue: RCN Wales headquarters, Ty Maeth, Cardiff

ET: Helen Whyley, Director, RCN Wales

Email: helen.whyley@rcn.org.uk

OPEN SESSION ACTION LIST

Agenda No.	Action	Designated People	Deadline	Update on Actions	Status
WB.19.17.1	<p>Council Reports</p> <p>The Board's comments that the report of Council on 24 January 2019 in respect of the decline in student numbers did not reflect the situation in all four countries and was speculative in its conclusions to be fed back to Council.</p>	RJ	12 Dec	The Vice Chair informed the Board that this action had been completed. The Board was assured that future Council reports will have a four country perspective.	Completed
WB.19.17.4	<p>Report from Professional Nursing Committee on 29/30 October</p> <p>The Welsh Representative on the Professional Nursing Committee to query paragraph 18 of the report, which reads, <i>"We took note that there was currently no RCN position on social care nor was there a UK wide agreement on a particular model, structure or funding arrangement. There was also no agreement from all four countries about the need for specific lobbying work in each</i></p>	DL	12 Dec	An update was not given at the December Board and will be given to the February Board.	To receive a verbal update

Agenda No.	Action	Designated People	Deadline	Update on Actions	Status
	<i>country and no alignment between activities on social care across the UK.”</i>				
WB.19.32.1	<p>RCN Wales Engagement with the Independent Sector</p> <p>Independent sector group to consider what future RCN education events could be provided for the care home sector.</p>	NDJ/ND	6 Feb	This item has been added to the agenda for the Independent Sector group meeting on 18 December 2019. The Board will be updated at the February Board meeting.	To receive a verbal update
WB.19.44.1	<p>RCN Foundation Wales Committee Update</p> <p>The Chair of the RCN Foundation Wales Committee agreed to query with the Trustees why travel could not be funded for members who wished to attend the study day on care homes.</p> <p>RCN Foundation to be asked to publicise available grant schemes via social media.</p>	DL	12 Dec	The Board noted that the RCN Foundation Wales Committee would present a statement on this to the RCN Foundation Committee in February 2020 and urge them to consider offering travel when people request it.	Completed
		DL	12 Dec	This action was noted as completed.	Completed

Agenda No.	Action	Designated People	Deadline	Update on Actions	Status
WB.19.54.2	Director, RCN Wales Report Director to meet with the Director of Nursing, Betsi Cadwaladr University Health Board by way of follow up to discuss concerns regarding rota changes.	HW/JT	6 Feb	The Nurse Director has been on long-term sick leave and so the Director has spoken with Gary Doherty, Chief Executive, Betsi Cadwaladr UHB and a verbal update will be given at February Board.	To receive a verbal update
WB.19.54.3	RCN Wales Nurse of the Year Awards 2019 Consideration to be given to the RCN President being invited to speak at future Nurse of the Year awards ceremonies.	KB	6 Feb	This has been considered as part of the debrief meeting and ongoing discussions as RCN Wales Nurse of the Year 2020 is planned.	Completed
WB.19.54.4	Request to Change the Name of Cwm Taf Branch The Board to submit a paper to Council recommending changing the name of the Cwm Taf branch to Cwm Taf Morgannwg Branch.	HW	11 Jan	A paper was submitted to Council on 3 February 2020. The Board will be updated as to Council's decision at the February Board.	To receive a verbal update

Agenda No.	Action	Designated People	Deadline	Update on Actions	Status
WB.19.54.5	Policy & Public Affairs Adviser Report				
	A copy of the presentation that was presented to the RCN Activists Network meeting to be circulated to Board members.	LT	6 Feb		Completed
	The Policy and Public Affairs Adviser agreed to raise concern with regards to the potential impact a no-deal Brexit may have on ambulance journeys through traffic disruptions across Wales with Political Advisers in the Assembly.	LT	6 Feb		To receive a verbal update
Board members wishing to be considered for the Political Leadership Programme to contact the Policy and Public Affairs Assistant.	Board members	31 Mar	No requests to attend the programme have been received from Board members to date. The programme will be held on 20/21 April in the Wales Millennium Centre,		

Agenda No.	Action	Designated People	Deadline	Update on Actions	Status
WB.19.55.1	<p>NMC New Education Standards and Practice-Based Learning</p> <p>An electronic copy of the presentation be sent to all Board members.</p>	JT	18 Dec 19	This was sent via email to all Board members from Jayne Taylor on 18 December 2019.	Completed
WB.19.56.1	<p>RCN Foundation (Wales) Committee</p> <p>The Chair of the RCN Foundation Wales Committee agreed to circulate a link to the project on, "Tackling Loneliness and Isolation" to Board members.</p>	DL	6 Feb		Completed
WB.19.57.1	<p>Board Development Session 2020</p> <p>Presentation on "Funding Wales" to be deferred to the February 2020 Board development session.</p>	LT	6 Feb	To be given at the February 2020 Board development session.	On development session programme