

## RCN Scotland Board

Minutes of the RCN Scotland Board meeting held virtually/in person,

11.00 – 16.30 on Thursday 26 May 2022

### OPEN SESSION

#### Present:

##### North Sector

Jackie Leith (JLe)

Dawn Marr (DM)

Peter Cartwright (PC)

Martin Macgregor (MM) (in person) Vice-Chair

##### East Sector

Jasmin Clark (JC)

Hilary Nelson (HN) (in person)

Sandra Milne (SM) (in person)

Claire Lamza (CL)

##### West Sector

Julie Lamberth (JL) (in person) Chair

Derek Clark (DC)

Allina Das (AD)

Greg Usrey (GU) (in person)

##### Other Seats

\*Geoff Earl (GE)

Council

Martha Gill (MG)

Professional Nursing Committee

Graham Revie

(in person) Trade Union Committee

#### In attendance:

Colin Poolman (CP)

Director (Interim)

Eileen McKenna (EMcK)

Associate Director, Nursing, Policy & Practice

Norman Provan (NP)

Associate Director, Employment Relations

Donna McComb (DMC)

Board Administrator

Carol Harris (CH)

Communications and Public Affairs Manager

Sian Kiely (SK)

Knowledge and Research Manager

Chloe Jackson

RCN UK Students Committee member

Robert Gorton

RCN UK Students Committee member

Kate Dumigan

RCN Representative Highland Branch

Margaux Lobban

Professional Learning & Development Lead

#### Apologies:

\*left before the end of the meeting

+joined after the start of the meeting

## OPEN SESSION

### 1. Welcome and Apologies

The Chair welcomed Kate Dumigan, from Highland who is also an RCN representative attending as an observer for the open session of the board.

### 2. Minutes and actions from open session of meeting held on Thursday 17 February 2022

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

The Actions were noted and agreed the Learning & Development Team will identify a date for the next Board Development Day incorporating the National Care Service as one of the topics.

### 3. Update from Board Chair on Confidential Session

The Vice Chair read out a briefing from the Confidential Session for those joining the Open Session:

- Interim Director presented an overview of RCN Activity during Q1 this included member engagement on proposed changes to the NHS pension scheme, the publication of our first Nursing Workforce in Scotland report and a successful roundtable event with political leaders.
- The Board agreed that the Scotland NSW committee member and Scotland student committee members will be invited to all future meetings.
- The Board reviewed the RCN Scotland risk register and had the opportunity to question staff around some of the key risks associated with the delivery of the 2022 workplan. The Board was content with the level of assurance.
- Interim Director provided an update on NHS pay and confirmed that negotiations with Scottish government and the joint health trade unions are in progress via the Scottish Terms and Conditions Committee.
- Associate Director Eileen McKenna presented a proposal on pilot in Scotland for the RCN Prince of Wales Cadet Scheme. The scheme launched in 2019 in Wales and is running in nine locations across England and Wales in 2022. The Board heard about the benefits of the scheme and agreed for the pilot to progress.
- An update on policy work covered a range of consultation responses on GIRFEC guidance, investigation of deaths under Compulsory Treatment Orders and SSC registration.
- The Board also received an update on the RCN Scotland Nurse of the Year Awards.

#### 4. Communication and Public Affairs Update

Carol Harris, Communications & Public Affairs Manager spoke to this item, accompanied by a short PowerPoint presentation.

The Board noted the last two 2 years has involved proactive and reactive work in response to the pandemic and substantial work on pay. To date this year's key focus has been on workforce pressures and push on Scottish Government's to recommence the work for full implementation of safe staffing legislation.

The Board noted the following highlights from the presentation:

- 171 mentions in the media so far up to end of April. A graph showed spikes occurred during publication of the RCN Employment Survey and RCN Workforce Survey.
- 726 posts across Twitter and Facebook so far in 2022. There has been significant increase in followers and shares. It is hoped the Nurse of the Year Awards will help reach different audiences through social media channels. It was noted Facebook is more member facing whilst Twitter is more public and stakeholder facing.
- 234 interactions with MSPs and party staff. 21 mentions in the chamber up to end of April. There has been impromptu mentions during First Ministers Questions and a parliament debate on Nurses Day. This has resulted from continued lobbying and reinforcement of RCN's messages.

The Board noted the last shift survey report will be published during Congress and should appear in the Monday mornings media therefore there may be requests for case studies/members stories on the Sunday.

The Board noted the RCN does have an Instagram account but not a Scotland specific one as it is more graphic based and there is not large image bank to use at present. It was noted RCN Scotland students could perhaps run an Instagram account.

The Chair encouraged the Board to use social media to raise RCNS profile.

The Board noted the significant communications and public affairs activity in the first quarter.

#### 5. Congress 2022

Colin Poolman, Interim Director spoke to this item giving update on Congress 2022.

The Board noted the following updates:

- Congress Board Liaison Group has met on a number of occasions to discuss congress which the Board had noted was helpful.

- Expected attendance numbers are approximately on the same level as the 2016 Congress held in Glasgow when combining virtual and in person figures. Registration has now closed but promotion for day attenders will continue as members can register on the day.
- Voting members travel and accommodation has been confirmed. Members will be advised to check travel websites for latest updates due to expected railway disruptions over the jubilee weekend.
- 16 member applications for discretionary funding to attend Congress were received with 14 being approved. A paper will be presented at the Board meeting in September detailing applications and expenditure. This exercise also identified members to fill voting member gaps in a number of branches who had been unable to identify voting members initially.
- Scotland Board Reception on the Monday evening is limited to 150 due to size of venue. The CNO and Cabinet Secretary of Health & Social Care have confirmed attendance for the event.
- RCN Scotland staff attendance rota is being finalised with a number of staff having the opportunity to experience Congress for the first time.
- Staff contact list will be distributed to members for any queries or provide assistance during Congress.
- Badges are required for entry for all events so it is advised to wear them at all times during the event.
- Scotland stand will be in reception area which can be used as reference point to meet.

### Discussion

A Board member enquired if there was an opportunity for delegate badges to be scanned to check if members details are correct on the system. The Interim Director advised it may not be viable for this event but will raise with congress planning group.

The Board noted there is a Congress flyer both printed and in PDF format available for distribution.

The Board noted the option to attend the Scotland Board Reception should have been selected at time of registration. It was agreed the Board Administrator will check which Board Members are on the list to attend and email the Board to confirm attendance.

The Chair advised she is keen to show the Boards presence at Congress. Members who were successful in gaining discretionary funding to attend Congress have been invited to meet the Chair at the Scotland stand on Monday or Tuesday to

welcome them and discuss their experience of the event. Board members who require an RCN Scotland Board badge are to contact the Chair.

The Board noted the update and final arrangements for those attending.

*Geoff Earl left the meeting*

## 6. Staffing for Safe and Effective Care Update

Eileen McKenna, Associate Director and Carol Harris, Communications and Public Affairs Manager spoke to this item and associated paper detailing recent and current activity for the Staffing for Safe and Effective Care workstream in Scotland.

The Board noted Staffing for safe and effective care remains a key workstream of the RCN. Within Scotland work is focused on pressing the Scottish government for a clear timetable for implementation of the Health and Care (Staffing) (Scotland) Act.

The Board noted focus this week has been on RCN nursing workforce standards which are foundation for the safe staffing asks across the four countries of the RCN

It was highlighted to the Board this year's RCN Congress return to Glasgow marks six years since First Minister announced plans to legislation for safe staffing in Scotland and RCN members voted to lobby for legislation. Programme of work has been building up momentum to this focal point, highlighting the importance of implementing the act now as part of recovery and remobilisation from the pandemic. Activity falls into three categories: Evidence, Education and Action.

A petition has been submitted to the Scottish Parliament's Citizens Participation and Public Petitions Committee. The petition calls for a detailed timetable for the implementation of the safe staffing legislation - the Health and Care (Staffing) (Scotland) Act 2019. Once approved and published, the petition will be open for signatures for four weeks before the Committee considers it. It is hoped this will coincide with Congress.

Safe staffing was also a focus at the RCN Scotland Reps Conference on 27 April 2022.

The Board noted RCNS staff were introduced to the Scottish Government's implementation team this week who are proceeding to re-establish groups to review guidance. It was noted RCNS had significant input in the first draft of the guidance and it has been confirmed will continue to be significantly involved.

As part of the UK programme of work an expert reference group is looking at evidence to see if there are key lines RCN should be positioning for. Work will consider then commence on how to align these asks with the legislation.

The Interim Director and Associate Director Nursing, Policy & Practice are meeting with CNO on 31 May to further discuss the timetable and requirements for implementation of the Act.

## Discussion

The Board noted NHS Boards are currently constructing their 3 year workforce plans which will be challenging and form a significant part of the recovery plan for each board. These plans require to be signed off by each area partnership forum.

The Board were advised the Learning & Development Team are planning a programme of education for RCN Representatives on the implementation and understanding of the legislation. The programme will support activists to be able to challenge Boards and have extensive knowledge of the evidence that underpins the legislation. The RCN Nursing Workforce Standards and the Ask Listen Act are also resources that can be used to support local discussions. RCNS has supported NHS Education for Scotland and influenced the development of national education.

It was noted Scottish government have agreed for future years to provide a composite of all Board plans to aide oversight on the implementation of the workforce strategy.

The Chair encouraged the Board to continue and promote member engagement in the activities planned in the run up to Congress to continue to ask for the full implementation of the legislation.

The Board agreed the workplan and priorities detailed in the paper for the staffing for safe and effective care programme in Scotland.

## 7. Country and Regional Board Election Constraints

Colin Poolman, Interim Director spoke to this item and associated paper. The Board noted RCN Scotland Board elections are scheduled to take place in 2022 with 7 seats to be contested from within 3 sectors.

The Board were asked to consider and agree any constraints the Board wished to be applied for the 2022 Board elections. As in previous years this exercise needed to be completed before the final election documentation can be produced. The Board noted in previous Board election a “constraints” model was used. The advantage of the model is that it can help to ensure the Board reflects the membership from across Scotland.

The Board were reminded terms of office are normally for four years, so in this case the terms of office will be 1 January 2023 to 31 December 2026. The exception to this might be if shorter (i.e., 2 year terms) are also required for the Board to get back to the usual cycle of half the board being elected every two years after the use of the constraints model currently in place.

## Discussion

Following discussion, the Board agreed to give Board members the opportunity to read the KPMG Governance Report before giving their agreement on the constraints outlined in the paper. The Board Administrator will email out the paper asking for a response by Friday 10 June.

### 8. Member Category Changes

Sian Kiely, Knowledge and Research Manager spoke to this item and associated paper.

The Board noted member category changes effective from 1 May 2022 in relation to:

- Members on a career break, which includes maternity leave
- Retired members

The Council Task and Finish Group on membership categories, supported by a staff group, has progressed this work.

These two key changes have been made to ensure that the RCN is supporting members throughout every stage of their lives and careers.

The paper also includes frequently asked questions which are available on the RCN website to aid any queries from members.

## Discussion

The Board noted it would be advantageous to have a process for members returning to work following a career break to ensure they are in the correct membership category to avoid any discrepancies on representation entitlement. It was agreed this would be feedback to the group.

### 9. Exhibitions Update

Sian Kiely, Knowledge and Research Manager spoke to this item and associated paper detailing the installation of a new exhibition, associated events, and the phased re-introduction of in person exhibition visiting.

The Board noted The RCN exhibition "*Wake Up Slackers!*" *The Great Registration Controversy* is being installed in the RCN Edinburgh Office in May and will be in place until October. This along with the virtual exhibition provides the opportunity to continue to highlight the ongoing focus on staffing for safe and effective care. There is also a short film on the events website which captures what RCN Scotland and members have already achieved.

The Board noted the successful virtual event on "Fighting for recognition: campaigning for nursing" which took place on 18 May 2022.

The Board acknowledged as part of RCN Scotland's member and public engagement activity, the RCN Scotland Public Debate (virtual event) on the theme of nursing in the community will take place on 29 June 2022. The Board were encouraged to attend and promote this event.

The Board noted the exhibition programme for RCN Scotland from Spring to Autumn 2022.

10. Council Update

The Board noted the latest updates.

11. Trade Union Committee Report

The report was noted.

Graham Revie announced he was formally stepping down as Chair of TUC on 17 June. The Board noted the need for a succession plan to ensure continuation of a Scotland presence on the TUC committee. The Chair thanked GR for his commitment to the role and to the RCN Scotland Board over a number of years and wished him a happy and healthy retirement.

12. Professional Nursing Committee

The reports were noted including the committee's work programme detailed in the March report.

13. Board Members Reports.

The reports were noted.

The Interim Director highlighted that the Cabinet Secretary for Health & Social Care had attended a Dumfries & Galloway branch meeting .

14. Joint Reps Report (Learning/Safety/Stewards)

The report was noted

15. Nursing Support Worker Committee Report

The report was noted

16. Student Committee Report

The report was noted.



The Board noted the Student Committee had agreed at their meeting yesterday to select the “Amplify the Voice of Nursing” objective from the RCN 2022 Plan and chose to act on the following priorities:

- Grow member across all nursing categories and settings including the independent sector and social care sector
- Protect and enhance nursing: shape policy, advocate and lobby for change
- Facilitate our members to engage and drive change on issues that matter to them, through the RCN’s UK organising programme

The Chair thanked Chloe Jackson and Robert Gorton for attending the Board meeting and confirmed the Board’s commitment to assisting with the development and increase of student membership.

#### 17. Any Other Business

Kate Dumigan, observer advised the Board she had found the Board meeting enlightening, realising the connection between the Board meeting and how it filters down to Branches. The Chair reiterated the need for succession planning and that the Board will continue to encourage members to attend Board meeting as observers which is currently done on a rotational basis with the 3 sectors.

Eileen McKenna, Associate Director advised the Board the annual Student Conference will be held in person on 27 October at the Stirling Highland Hotel. Board members Peter Cartwright, Dawn Marr, Claire Lamza and Sandra Milne volunteered to assist along with the student committee members.

The Chair thanked everyone for attending and their contribution.

[End of the Open Session]