

# Royal College of Nursing South-West Regional Board

## Minutes of Meeting held on

Thursday 16<sup>th</sup> September 2021

### Open Minutes

#### **In Attendance**

Jeanette Jones	Board Chair, Greater Bristol Branch
Jaydee Swarbrick	Vice Chair, Dorset Branch
Margaret North	Cornwall Branch
Jeni Watts	TU Committee Member
Nick Browning	Wiltshire Branch
Vicky Brotherton	Plymouth Branch
Cheryl Angco	Independent Sector
Leonore Newson	Plymouth Branch
Katy Welsh	Student Committee

#### **Staff in Attendance**

Lucy Muchina	Regional Director
Steven Pulsford	RCN, Operational Manager
Tony Aspinall	Regional Service Manager & Board Administrator
Vicky Lander	Regional Administrator & Board Minute Taker
Nicola Clarkson	RCN L&D Facilitator

#### **Apologies**

Ali Purkiss	Devon Branch
Judith Barry	Somerset Branch
Charlotte Jakab-Hall	Gloucestershire Branch
Geoffrey Walker	Council Member
Carly Boyce	PN Committee
Steve Dunne-Howells	Bath Branch

Item 1.	<p><b>Welcome &amp; apologies for absence:</b>  <i>Jeanette Jones, Board Chair – South-West Region</i></p> <ul style="list-style-type: none"> <li>➤ JS welcomed everyone and will be covering this open session as JJ is in England Board meeting.</li> <li>➤ <b>Apologies:</b> GW, JB, CJH, JW, CB, SDH (JJ will join after meeting).</li> <li>➤ LN, NC, and KW joined the afternoon open session.</li> </ul>
Item 2.	<p><b>Minutes and actions from the previous meeting:</b></p> <p><b>2.1 To agree accuracy of the minutes –</b></p> <ul style="list-style-type: none"> <li>➤ LN to be added to open minutes from June 2021.</li> <li>➤ Remaining minutes agreed as an accurate reflection of the last meeting from June 2021.</li> </ul> <p><b>2.2 To review the actions from the last meeting –</b></p> <ul style="list-style-type: none"> <li>➤ Item 2 can be closed as being managed at regional level.</li> </ul> <p><b>2.3 Matters arising not covered by the agenda - None</b></p>
Item 3.	<p><b>Key messages from closed session of the board meeting:</b></p> <ul style="list-style-type: none"> <li>➤ VB – Have an action to look at board constitution, on planning and membership on the November development away day.</li> <li>➤ VB – Summer of action on Pay campaign has been successful.</li> <li>➤ JJ – and board group wants to thank everyone for their input with the summer of action campaign, as everyone went above and beyond.</li> <li>➤ VB – Please let members know TA will still be available in the SW region 2 days of the week.</li> <li>➤ CH – Emails have slowed, however being on the receiving end of them, there still feels so many. CH gave possible ways to ensure members read and action the emails they need too. <ol style="list-style-type: none"> <li>1. Title of email is essential to make it obvious and to catch members attention.</li> <li>2. When clicked onto the email, it was not obvious it was an action email, needed a big <b>CLICK HERE</b>, as the email was a lot of reading before reaching the link to ballot.</li> </ol> </li> </ul>
Item 4.	<p><b>Items to declare under Any Other Business</b>  None</p>
Item 5.	<p><b>Decision and Discussion Items</b>  None</p>
Item 6.	<p><b>Consultation Items</b>  None</p>

**Item 7.**

**Communications**

*Tracey Roberts, Communications Manager*

TR went through key topics on comms report.

**7.1 Communications Report**

**Member Emails**

- JS highlighted with TR the discussion in the closed session around the need for short and direct emails to capture members attention, due to the volume of emails they receive and therefore tend to just delete.
- TR updated there are discussions in looking at a way forward with the volume of emails from RCNi and HQ. And how regions can continue to email out to members to engage them with events via comms, without inundating them.
- CJH updated re her suggestion from closed session, and the need for short and snappy emails to capture the members attention so they are aware the email that requires urgent action.

**Political engagement**

- A lot of work relating to MPs was carried out within region before Pay, with SROs continuing to have meetings with MPS.
- Once the Pay path ahead is clear, will pick up more political engagement again.

**Social Media**

- Blogs are very effective and received well by members. Please send any across to VF to work on these. It's positive to get the board voices out to the members.
- TR run through the branch increased activity on members social media.

**7.2 SSEC**

- JS gave a current update on SSEC status and activities.
- TR updated on the working group and key point: political talks around the health and social care bill. Another Pay review meeting takes place next week.

**7.3 Pay**

- Pay update given in closed session.
- 1,237 members recorded as attending as either virtual or face to face for events.
- And over 100 social media activities sent out to members.
- Need to engage members as numbers are still low. However, this is difficult due to access to hospitals.
- LM noted the boards feedback on Pay.
- **Summary:** Comms has to be short and punchy with clear heading. Forum / RCNI emails to be put on hold as well.

	<ul style="list-style-type: none"> <li>➤ <b>Pro:</b> 1. Summer of activities went well. 2. Able to recruit few new members during activities.</li> <li>➤ <b>Cons:</b> 1. Poor access to IT. 2. Teams fatigue. 3. Learning and safety reps not seeing it as their role – need to get them involved. 4.employed organising model without realising it. 5. Missed opportunities on those who trained in organising.</li> <li>➤ <b>Risks:</b> 1. ICS and system changes can pose issues. 2. Restrictions still in place. 3. Geography -SW mostly urban and vast making hard to access and not enough reps. 4. System pressures a challenge to release reps. 5. Huge volume of emails – important ones being lost/ consider colour coding.</li> <li>➤ <b>Benefits:</b> 1.Monthly meetings engaged new members. 2. public support / engagement.</li> </ul> <p>Group discussed successes of events already taken place and LM will take this feedback to the board group subcommittee.</p> <p><b>7.4 Congress 2021</b></p> <ul style="list-style-type: none"> <li>➤ TA updated the last email sent out is around who will attend Congress as a virtual event. There will be no voting or debates at Congress, only events.</li> <li>➤ KW asked is data going to be collated to see the numbers and location of who attends virtually.</li> <li>➤ VB asked what happens with work plans and committees? As this is now 2 years of no resolutions / work plans. TA updated that Congress debate items are being reviewed by council before next Congress for actions. Council will review all resolutions.</li> </ul> <p><b>7.5. NWS</b></p> <ul style="list-style-type: none"> <li>➤ LM has another SW DoN webinar planned for October which seems well received.</li> <li>➤ Good practice will be shared in the next webinar.</li> <li>➤ LM is keen to involve middle managers as well at this level.</li> <li>➤ LM advised the board that if they receive any requests for LM to come and talk, to please let her know.</li> </ul>
<p><b>Item 8.</b></p>	<p><b>Reporting Bodies</b> <i>Task &amp; Finish Groups</i></p> <p><b>8.1 NSW Promotion – Steve Dunne-Howells</b></p> <ul style="list-style-type: none"> <li>➤ TA updated – SDH is unwell, but SDH gave TA an update that will raise this at the National group, and this can be closed within this board.</li> <li>➤ The Board unanimously agreed this.</li> </ul>

<p><b>Item 9.</b></p>	<p><b>Council Report</b>  <i>Geoffrey Walker, Council member Southwest Region</i></p> <p><b>9.1 Council Meeting</b></p> <ul style="list-style-type: none"> <li>➤ No questions asked around the Council reports.</li> </ul>
<p><b>Item 10.</b></p>	<p><b>Reports from Governance Committees</b>  <i>Jeni Watts, TU Committee member.</i>  <i>Carly Boyce, PN Committee member</i></p> <p><b>10.1 Trade Union Committee</b></p> <ul style="list-style-type: none"> <li>➤ Paper included – no questions</li> </ul> <p><b>10.2 Professional Nursing Committee</b></p> <ul style="list-style-type: none"> <li>➤ Paper included – no questions</li> </ul> <p><b>10.3 Nursing Support Workers Committee</b></p> <ul style="list-style-type: none"> <li>➤ Paper included – NWS key tool being promoted within trusts.</li> </ul> <p><b>10.4 Students Committee</b></p> <ul style="list-style-type: none"> <li>➤ Paper included – no questions</li> </ul> <p><b>10.5 Reps Committee</b></p> <ul style="list-style-type: none"> <li>➤ Paper included.</li> <li>➤ LN - Facilities time an issue and which is causing stress with reps. There are also concerns around long covid, and if this can be supported by long term sick pay.</li> </ul>
<p><b>Item 11.</b></p>	<p><b>Items from Governance</b></p> <ul style="list-style-type: none"> <li>➤ TA just received Governance report today and not been able to look at content yet.</li> </ul>
<p><b>Item 12.</b></p>	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>➤ JJ returned to the meeting, and gave the board group an update on the possible proposed next steps on Pay after the England board group meeting.</li> </ul> <p><b>12.1 – ELD Strategy Nicky Clarkson, L&amp;D Facilitator</b></p> <ul style="list-style-type: none"> <li>➤ The RCN Education Strategy for both RCN and RCNi project for 2021-2024, has been approved by Council and had a soft launch in April 2021.</li> <li>➤ The development of portfolios is now on the portal.</li> <li>➤ Comms strategy is in progress and will be ongoing throughout.</li> <li>➤ Rolling out competency framework which is moving forward nicely and going to plan.</li> <li>➤ NC updated where the HCAs now sit within the framework.</li> </ul>

	Close of meeting 15:15 by JJ. JJ thanked everyone for attending.
	<b>Date of next Board meeting:</b> <b>Thursday 17<sup>th</sup> February 2022 – Virtual MS Teams Meeting</b>