

Minutes

06/11/2018

Cathays Park



GIG
CYMRU
NHS
WALES

Pwyllgor nyrsio a bydwreigiaeth
Cymru
Welsh Nursing and Midwifery
Committee

Venue: Cydwelli 1&2, Welsh Government

Time: 10.00-14.00

Voting Members (Chair casts the deciding vote in the event of a tie)

Current Membership

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|-------------------------------------|---|
| Denise Shanahan (Chair) | Primary Community & Intermediate Care |
| Susan Thomas (Vice Chair) | Community Nursing (District Nursing) |
| Suzanne Hardacre | Heads of Midwifery Advisory Group Wales |
| Jayne Elias | Assistant Nurse Directors Forum |
| Sian Thomas | All Wales Children & Young People's Senior Nurse Forum |
| Jayne Cutter | Chair of All Wales Pre- Registration Nursing & Midwifery Group |
| Helen Earland | All Wales Primary Care Lead Nursing Forum |
| Helen James | Specialist School Nursing Forum |
| Hazel | All Wales Senior Nurse Mental Health Forum |
| Hayley Tarrant | Learning Disability |
| Jason Roberts | Adult Nursing |
| Claire McCarthy | Consultant Nurse, Midwife & Allied Health Professionals – (CNMHP) |
| Sharon Williams | Care Homes - Care Forum Wales |
| Peggy Edwards | NHS Wales Informatics Service |
| Frances Beadle | NHS Wales Informatics Service |
| ALTERNATES | |
| Eirlys Thomas | All Wales Children & Young People's Senior Nurse Forum |
| Sian Bolton | Assistant Nurse Directors Forum |
| Peggy Edwards | NHS Wales Informatics Service |
| Ana Llewellyn | All Wales Senior Nurse Mental Health Forum |

Observer Members

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| Jean White | Chief Nursing Officer |
| Martin Semple | Nursing Officer - Patient Experience, Welsh Government |
| Paul Labourne | Nursing Officer - Primary and Integrated Care, Welsh Government |
| Gillian Knight | Nursing Officer – Safety, Regulation & Service Development, Welsh Government |

1. Minutes of the last meeting / Action Log

1.1 The Chair welcomed attendees, including CNO Jean White, Gill Knight Nursing Officer and Jason Roberts who is the Deputy Executive Director of Nursing at Cardiff and Vale UHB. Jason is the representative for Adult Nursing. Apologies were received from Helen Earland, Suzanne Hardacre, Claire McCarthy and Martin Semple. Jayne Cutter will need to leave the meeting at 12.30.

1.2 Denise reminded Members that cleared minutes should be circulated throughout feeder groups and local networks to raise the profile of the Committee and the issues being discussed.

1.3 Minutes of the May meeting were amended.

Action Points:

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| AP1 | Secretariat to note minutes of May meeting to be ratified by Members at the 6 th November meeting. | Amendments required. |
| AP2 | Frances Beadle to make contact with Welsh Government to discuss the setting up of a website. | Contact has been made. |
| AP3 | A future separate meeting to discuss enhanced skills in diagnosis and prescribing. | Completed. |
| AP4 | Secretariat to forward to the Membership for comment 'Refugee & Asylum Seeker Health' consultation which closes on 29 th June. | Completed. Secretariat forwarded the consultation to Membership for comment on 14 th June - no responses received. |
| AP5 | Secretariat to forward to the Membership for comment 'Nation of Sanctuary - Refugee & Asylum Seeker Plan' consultation which closes on 25 th June. | Completed. Secretariat forwarded the consultation to Membership for comment on 14 th June – no responses received. |
| AP6 | Secretariat to forward to Sian Thomas; Helen James and Hayley Tarrant for comment 'School Nursing Framework - Nursing in Special Schools' consultation which closes on 6 th June. | Completed. Secretariat forwarded consultation – comments received from all parties. Secretariat forwarded responses to the Consultation Team on 6 th June. |
| AP7 | Secretariat to forward e-mail to the Membership to establish an expression of interest or a nomination for another Member of the Committee for the position of Chair / Vice-Chair. | Completed. |
| AP8 | Secretariat to amend, where appropriate, the Committee's Constitution. | Completed. CNO approved amendments on 21.08.18. Formally approved by Membership on 06.11.18. |
| AP9 | Once a potential list of candidates for Chair / Vice-Chair has been established, Secretariat to forward a further e-mail to the Membership asking Members to vote for an | Completed. Members voted during meeting. Sue Thomas has been appointed as Vice-Chair. |

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| | individual. | |
| AP 10 | Secretariat to ask each Member for their Feeder / Reference Groups and a copy of their 'Terms of Reference' | Partly Completed. Deadline given of 18 th July. Responses received by Susan Thomas; Sian Thomas; Hazel Powell; Jayne Cutter; Jayne Elias; Frances Beadle and Helen James. |
| AP 11 | Towards the end of the year, and once in possession of all Feeder Group information, Secretariat to organise a Feeder Group Event. Once a date etc has been established Members to cascade the information to their Feeder Groups. | Outstanding. |
| AP 12 | Susan Thomas to contact Alex Howells to inform her about this Committee and how WNMC can engage in post registration and also suggest that WNMC becomes a Stakeholder Group for the new Nurse Director. | Partly Completed. Denise & Sue to arrange to meet with Stephen Griffiths in HEIW. |
| AP 13 | Secretariat to chase all outstanding HBs for their response to the Bariatric SBAR. Once all responses have been received and collated to then consider including this piece of work in the CMO's Newsletter. | Partly Completed. Secretariat sent e-mail to all outstanding HBs and Trusts on 21 st June deadline given for responses of 12 th July. No further responses received. |
| AP14 | Members to book their place for the CNO's Annual Conference on 23 rd May. | Completed. |
| AP15 | Members to confirm that they are content with the wording of the high level statements to the Joint Statement on a Shared Vision for the role of Nursing in a future seamless Health & Social Care Service. | Ongoing. |
| AP16 | Secretariat to type up and circulate, initially, to those Members who were in attendance at the May meeting the Joint Statement for comments and completion. | Partly Completed. Secretariat forwarded to Members who were in attendance at the May meeting on 6 th June. All other Members received the outcome of the Joint Statement with the minutes of the May meeting on 14 th June. |

2. Chair's Update

- 2.1 Annual Meeting with the Cabinet Secretary - (Vaughan Gething AM) –**
The Committee agreed that the achievements would be shared at this meeting including the membership, Terms of reference update and ways of working. The meeting will be held on Monday 26th November at the National Assembly for Wales building, Ty Hywel, Cardiff Bay, Nursing & Midwifery will be sharing the meeting with the Welsh Medical Committee (WMC), the meeting will start at 11:00 and finish at 11:30. It was agreed that the Chair would also provide an update to Nurse Directors.
- 2.2 Succession Planning**
Susan Thomas was nominated and seconded as vice Chair. When Sue takes the place of Cahir a new Vice Chair will be required.
- 2.3 NJPAC - last meeting was held on 3rd July.** The main points of the meeting were:
- 2.3.1** The Secretariat and Chair were to consider how the advisory committees could best keep Welsh Ministers aware of the work being considered. The Secretariat suggested that this matter be addressed after the next series of Cabinet Secretary Meetings.
 - 2.3.2** Group Updates – **WOC** - looking at the commissioning reporting system; **WSAC** - looking to link theory of Value Based Healthcare with practice and looking at enhanced plans for imaging and genomics. **WPHC**- working on developing a 'Vision Document' looking at workforce and future models of working and roadshows across Wales. **WMC** - First meeting on newly formed Committee will be held on 27th July. **WNMC** - discussed working practices and looking at bariatric work - will link with WTAC on bariatric support. **WTAC** - engagement with partners to ensure Committee is looking at strategic outcomes and new models in the community. Also intend to link with WNMC over their bariatric work. **Aneurin Bevan** - looking at adopting models of care with 48 new pathways in development these will influence thinking at an early stage. **Betsi Cadwaladr** - looking at strategy and planning and giving feedback on opiate use in palliative care. **Cardiff & Vale** - currently consulting on a range of topics including winter planning and the Health Board Transformation Programme. **Hywel Dda** – looking at the public consultation of the transformation of public services and the thoracic consultation as well as the new Quality Assurance Programme.
 - 2.3.3** Heather Giles, the Welsh Government's Senior Urgent Care Manager discussed the impending care paper with an introduction to short term and long term working and the impact of seemingly minor interventions such as dressing patients. The paper, once finalised will be circulated.
 - 2.3.4** Ifan Evans, Welsh Government's Deputy Director of Technology & Innovation provided an overview of the long term plan of 'A Healthier Wales'. The first half of the plan sets out a vision for success and the second half has a three year plan with sets out the right pathways without determining what those new models will look like. Regional partnerships and clusters will be at the heart of the plan in order to support change. The last section looks at 'fit for the future' looking at innovation and research; digital and technology; social care funding and seamless systems and finally, looking at a stronger National Executive function and the need for change.

2.4 Feeder Groups

The Chair asked those Members who have yet to respond to do so as soon as possible so a future 'Feeder Group' Event can be organised in the New Year and for completeness for the Committee work plan.

2.5 New Consultations - 'Setting the Minimum Unit Price of Alcohol' which closes on 21st December and 'Connected Communities - Tackling Loneliness and Social Isolation' which closes on 15th January.

3. NMC Return to Practice Consultation

An extraordinary unsupported meeting was convened. Members discussed and agreed a submitted a consultation response.

4. Bariatric SBAR

19th January 2018 Members received, via the Secretariat a response from Cwm Taf to the Bariatric SBAR. On the 24th January the Secretariat also forwarded to the Membership responses received from Lin Slater at Aneurin Bevan UHB; Ann Hosken at Velindre NHS Trust and Debbie Young from the Welsh Ambulance NHS Trust. Since this time only one further comment has been received from Catherine Slater at Cardiff & Vale UHB informing the Secretariat that Stuart Egan the Lead Health & Safety Staff side Representative will be taking this forward. On 21st June and in e-mail conversation with the Chair, the Secretariat wrote again to all outstanding HB's and Trusts setting them a deadline to respond of 12th July but no further responses were received.

The Chair advised CNO that limited assurance had been provided and concluded that there are not the necessary contingencies and plans in place. It was agreed that this was useful information.

The Chair agreed to recirculate requests for information to assess if there has been an improvement in planning and preparation. CNO agreed to circulate this from her Office.

The Chair of the Welsh Therapies Advisory Committee, Alison Williams would like to receive a copy of WNMC's SBAR.

Jason Roberts agreed to present a paper detailing the bariatric case study paper he presented to WNMC. This will then go to Nurse Directors.

5. CNO Update

Update from CNO's office covered the following areas:

- CNO provided an overview of the A Healthier Wales ten year health and social care strategy for Wales, highlighting whole life approach and the ambition to deliver care more care in primary/community settings. Noting

the £100m transformation fund to support the service changes needed to deliver the aspirations. Noting that there is also funding available through the Integrated Care Fund (ICF) to drive health and social care service changes.

- Framework for School Nursing – part 2 for special schools – launch 14 November
- Cabinet paper on learning disabilities Improving Lives programme published. New Ministerial Advisory Board set up, will be chaired by Gwenda Thomas and Sophie Hinksman – first meeting 11 December.
- Launch of the Vision for Maternity Service provisionally scheduled for 6 December
- Continuing work of rationalising the use of titles for healthcare support staff. CNO England exploring whether the title nurse could be protected by law.
- Nurse Staffing Levels Act – second duty came in to force April 2018. First 6 months compliance will be monitored through Health Boards' board papers. Six monthly monitoring of compliance with the district nursing principles continuing. There is commitment to extend the Act in this term of government.
- WHO – to mark the 200th anniversary of Florence Nightingale's birth, proposing 2020 to be designated the year of the nurse and midwife.

The Committee has agreed to refresh the CNO key priorities.

6. Joint Statement on a Shared Vision

The committee agreed the joint statement on a shared vision.

7. Enhanced Skills in Diagnosis & Prescribing

A meeting was held to discuss this on 15th August with the Chair, Paul Labourne, Martin Semple and the Secretariat.

8. Any Other Business

The Chair received an e-mail from Peter Evans, Public Affairs Manager Wales, Royal British Legion following a recommendation to contact you by Ruth Crowder the Welsh Government's Chief Therapies Advisor. Peter would like to deliver some tangible actions in discussing collaborative working around the priority treatment policy for members of the Armed Forces community which will ultimately improve awareness and delivery of the policy. Peter has asked if there are any actions that WNMC believe should be undertaken by the Legion, NHS, Welsh Government to help tackle what he believes are the shortcomings of this policy as it currently stands. It was agreed that Peter be invited to the next meeting.

9. Date of Next Meeting

The date of the next WNMC meeting is Tuesday 12th March 2019 - 10:00 -14:00.

| Action Points | | Required by: |
|---------------|--|---|
| AP1 | Minutes of May meeting to ratified. | Secretariat to finalise amendments and circulate before end of 2018. |
| AP2 | Chair to update Nurse Directors. | Secretariat to request slot for 25 th January 2019 for Chair to attend Nurse Directors peer group meeting. |
| AP3 | SBAR to be shared with Alison Williams, Chair WTAC. | Chair to share SBAR. |
| AP4 | Jason Roberts to prepare a paper detailing the bariatric care case study previously presented to WNMC. | 12 th March WNMC meeting |
| AP5 | WNMC to receive this paper and forward to Nurse Directors. | 12 th March WNMC meeting |
| AP6 | Prepare bariatric updated information requests and circulate via CNO Office. | Completed May 2019 |
| AP7 | WNMC to refresh CNO priorities. | Dedicated agenda item 18 June 2019 |
| AP8 | Secretariat to receive all feed groups Terms of Reference in order for the Committee to ensure links are made with WNMC. | Outstanding |