

## TASK & FINISH GROUP - NURSING & MIDWIFERY LEADERSHIP FRAMEWORK

### TERMS OF REFERENCE

#### Project Aim:

To develop a framework to strengthen leadership at every level and position within the nursing and midwifery professions, support investment in leadership training and development and enhance the culture of collective leadership within the health and social care system in NI in order to nurture high quality, continually improving, compassionate care and support.

#### Project Objectives

The following objectives will support the achievement of the aim:

- I. Undertake a review of the literature to inform the project;
- II. Scope the current leadership frameworks, opportunities and education and training programmes available and/or being utilised by nurses and midwives in Northern Ireland;
- III. Engage with key stakeholders to develop and agree a leadership framework, supporting resources, leadership training, development and alumni for nurses and midwives at all levels in NI;
- IV. Liaise with IT to build a digital format;
- V. Host the agreed Leadership Framework for Nursing and Midwifery on NIPEC's website;
- VI. Quantify any additional resource required to support on-going evaluation and monitoring of the leadership framework;
- VII. Submit a project report to the CNO with recommendations to support the implementation and evaluation of the leadership framework.

#### Scope of Project

The project is intended to strengthen leadership at every level and position within the nursing and midwifery professions. Therefore, it will include nurses and midwives working within all sectors across Northern Ireland, including the statutory, independent, and voluntary sectors and within the areas of clinical practice, education, management and research and development.

#### Purpose of the Task & Finish Group

The Task & Finish Group is responsible for providing oversight and agreeing appropriate governance arrangements to support achievement of project aims and objectives and for developing the leadership framework.

### Membership

Representation will be sought from nurses and midwives in HSC Trusts (Band 5 and above), DoH, PHA, Education Providers, Primary Care, Independent Sector, Patient Client Council (PCC), RCN, RCM, staff side organisations, NISCC, NIMDTA, AHPs and NIMDTA. Any other relevant stakeholder representatives will be invited as and if required and/or agreed by the Task & Finish Group.

If a member is unavailable, he/she should nominate an appropriate member of staff to attend on his/her behalf, providing the relevant required information in advance for the alternate member to attend and participate appropriately.

### Members of the Task & Finish Group will:

- Contribute their professional perspective to the work of the Task & Finish Group;
- Participate in respectful debate, providing constructive challenge;
- Provide, manage and analyse information related to the project, ensuring confidentiality when required;
- Participate in shared learning across organisations;
- Consult with individuals of appropriate expertise as required to inform the project outcomes;
- Participate in the production of a final project report.

### Chairing Arrangements

The T&F Group will be Chaired by Myra Weir, Associate Consultant, HSC Leadership Centre.

### Quorum

Quorate membership is 50% of the total membership number. The quorum should also reflect a balance of individuals from each profession.

### Proposed Frequency & Mode of Meetings

The following meetings will be held face to face at NIPEC Offices, James House, Belfast:

Day	Date	Time
Thursday	3 <sup>rd</sup> August 2023	10.00am - 1.00pm
Thursday	31 <sup>st</sup> August 2023	10.00am - 1.00pm
Thursday	21 <sup>st</sup> September 2023	10.00am - 1.00pm
Friday	20 <sup>th</sup> October 2023	10.00am - 1.00pm
Friday	24 <sup>th</sup> November 2023	10.00am - 1.00pm

### Record of Meetings

NIPEC staff are responsible for agenda setting, record keeping and circulation of relevant papers in collaboration with the Chair of the Task & Finish Group.

## NURSING & MIDWIFERY LEADERSHIP FRAMEWORK T&F GROUP MEMBERSHIP

NAME	ORG
Chair: Myra Weir	HSCLC
Project Lead: Dr Carole McKenna	NIPEC
Professional Officer: Rose McHugh	NIPEC
Project Officer: Laura Jones	NIPEC
Brenda Carson	NIPEC
Donna Keenan	WHST
Elizabeth Graham	NHSCT
Patricia Ferguson	BHST
Elinor Walsh	SEHST
Angela Reed	SEHST
Grace Hamilton	SHST
Denise Boulter	PHA
Sarah Penney	Independent Sector/UU
Katherine McElroy	PCC
Janet McCusker	CEC
Dr Debbie Goode	UU
Professor Tanya McCance	UU
Lesley Dornan	UU
Gail Anderson	QUB
Dr Barry Quinn	QUB
Ruth Thompson	RCN
Karen Murray	RCM
Ethel Rodrigues	Unite
Helen McVicker	NISCC
Caroline Diamond	NHSCT
Karen Jenkins	NHSCT
Dr Lorraine Parks	NIMDTA
Professor Suzanne Martin	AHPs
Karen Hargan	HR Directors