

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL FOR NURSING AND  
MIDWIFERY (NIPEC)**

**DEVELOPMENT FRAMEWORK FOR NURSES AND MIDWIVES**

**Minutes of Project Group  
21 January 2005 at 9.30 am  
NIPEC  
Centre House  
Chichester Street  
Belfast**

**Present:**

Paddie Blaney (Chair, Project Group)  
Kay Kane (Nurse Manager, District Nursing, SEBT)  
Julie McConville (Roles & Careers Sub-group)  
Thérèse McKernan (Director of Human Resources, Greenpark Trust)  
Cathy McCusker (Project Manager, NIPEC)  
Elaine Madden (Practice Development Midwife, UCHT)  
Lesley Barrowman (Senior Professional Officer, NIPEC)  
Tanya McCance (Senior Professional Officer, NIPEC)  
Brendan McGrath (Senior Professional Officer, NIPEC)  
Barbara Bradley (Professional Officer, NIPEC)  
Ciara Osborne (Project Officer, NIPEC)  
Louise O'Neill (Project Officer, NIPEC)  
Jacqueline Doyle (Secretary NIPEC)

**In attendance:** Mr Edmund Thom (Head of Corporate Services, NIPEC)

**1 Apologies:**

Geraldine Connolly (Practice Nurse Facilitator, SHSSB)  
Margaret Devlin (REACH Project Officer, RGHT)  
Pat McGreevey (Lecturer/Practitioner Mental Health Nursing, DLT & UU)  
Luke McSorley (Nurse Teacher, N&WB Inservice consortium)  
Michaela Barr (Consumer Services Manager, NHSSB)  
Lorraine Adair (Lead Cardiology Nurse, CAHGT)  
Siobhan Rooney (Project Director, Review of Community Nursing DHSSPS)  
Clinton Stewart (Senior Nurse Manager, Muckamore Abbey Hospital, NWBT)

Paddie welcomed everyone to the meeting and gave a list of apologies received.

**2 Minutes of meeting:**

The minutes of 19 November 2004 were agreed as a true and accurate record.  
All action points were met.

**ACTION**

**3 Consultation Period:**

**3.1 Feedback from Group members focused consultation;**

Paddie shared with Project Group member's information received regarding facilitating Consultation from those members unable to attend today's meeting.

Siobhan Rooney  
Luke McSorley  
Clinton Stewart  
Lorraine Adair  
Geraldine Connolly  
Margaret Devlin

The above have all facilitated meetings and are hopeful responses will follow.

Pat McGreevy and Kay Kane are at present trying to co-ordinate dates to facilitate consultations.

Julie McConville has met recently with a group of Community practitioners and they are getting together a focus group to facilitate a response.

Thérèse McKernan met with HR Directors on 12 December 2004 and they have identified a group of 4 Directors to draft up comments regarding a response.

Brendan McGrath has facilitated meetings to date with Learning Disability Forum and Unison Healthcare Committee. Responses are being co-ordinated and will follow.

Lesley Barrowman facilitated a meeting with the Programme Directors at University of Ulster, this was a very positive session and they did not see any major issues. There was a sense that there was something in this for all to use. Lesley has also arranged to meet with Links Supervisors of Midwives.

Ciara Osborne facilitated a consultation workshop for C.N.L.P. 9 at NIPEC and the group will collate a response. The meeting was very positive.

Cathy McCusker has facilitated sessions with the following:

OH Nurses  
Commissioned Research Teams  
NIPEC Council and staff  
Independent Sector  
Nurses and Nurse Managers, Altnagelvin & Foyle  
Nurses and Managers, Sperrin Lakeland Trust  
Blood Transfusion Service  
CNLP 1-7  
RCN

The following sessions will take place over the next few weeks:

QUB  
NLN  
CNAC  
Health Visitors, Craigavon & Banbridge Trust  
Professional Forum, Homefirst  
Nurses and Managers, United Hospitals Trust  
Independent Sector

### 3.2 General Feedback;

To date the sessions to facilitate the Consultation Document are going well. Overall the responses received to date have been very positive. To date, 5 responses to the Consultation Document, have been submitted. Paddie Blaney commented that she was pleased with the amount of Consultation workshops held.

Lesley, Tanya and Cathy will form a sub-group to analyse Consultation responses.

## 4 Development Framework Components:

### 4.1 Development Framework Components outlined;

Paddie Blaney distributed copies of the 16 components, Paddie talked through this and gave a brief overview of each of the components. Paddie then asked those present to divide into 2 groups and look closely at the 16 components and find the linkages within these. Paddie explained that the components:

- Managing Poor Performance
- Workforce Questionnaire and workforce profile
- Online Resource for Development Framework
- Collation of Consultation responses
- Ongoing Communication activities
- Project Evaluation
- Economic Impact Evaluation
- Final Development Framework documentation and report

are stand-alone and the groups should concentrate on the identified outcomes and links for the following components:

- Portfolio development
- Project to test and develop Generic Competency Profile
- Profile and performance indicators, appraisal and supervision
- Career Development and careers advice
- Learning Activities Resource
- Role Development Guide
- Innovative Roles Research

4.2 Discussion re components and links within the Development Framework;

At this point the group broke into 2 groups:

1. to identify if there is any additional work required other than that identified by Project Team
2. to discuss how the components should link especially with regard to the online resource.

4.3 Feedback from discussion;

The groups' feedback on their discussions and the conclusions reached were:

- no additional work was identified, however they would note feedback from the consultation process
- Appropriate linkages were made between the components considered.

**5 Workforce Questionnaire:**

Cathy informed the group that the pilot questionnaire was distributed to 300 nurses and midwives in Bro Morgannwg NHS Trust Wales, with a response rate of 52 percent. The analysis has been completed by Mike Stevenson Clinical Research Support Centre and the few amendments required have been completed, including insertion of the NIPEC section. 85% of respondents indicated that the questionnaire was easy or very easy to understand.

It is hoped the Workforce Questionnaire will be distributed to all registered nurses and midwives working in Northern Ireland on 25 February 2005 by a Belfast mailing house. A reminder card will be sent on 11 March 2005 and the closing date for return of the questionnaire is 25 March 2005. Mike Stevenson, will compile the analysis and it is anticipated this will be completed by July 2005.

Paddie commented that media coverage regarding the questionnaire should take place around the time of distribution.

**6 Any other business:**

None.

**Date of next meeting: 11 February 2005**

**Time: 9.30 am – 12.30 pm Lunch provided**

**Venue: NIPEC  
Centre House  
79 Chichester Street  
Belfast**

