

Supervision: A Northern Ireland Framework for Nursing and Midwifery

Programme Board

Wednesday 28 June 2017 10:00-12:30 hrs

Meeting Room, NIPEC, Centre House, Belfast BT1 4JE

ACTION NOTES OF MEETING

Present:	Angela McLernon, Chief Executive, NIPEC, (Chair)	AMcL
	Eileen McEaney, Executive Director of Nursing, NHSCT	EMcE
	Garrett Martin, Deputy Director, RCN	GM
	Verena Wallace, Midwifery Officer, DoH	VW
	Fiona Bradley, Senior Education Manager, CEC	FB
	Sharon McRoberts, Assistant Director of Nursing, SEHSCT (T)	SMcR
	Patricia McStay, Head of Midwifery, SHSCT (T)	PMcS
	Breedagh Hughes, Director, RCM	BH
	Angela Reed, Senior Professional Officer, NIPEC (Project Lead)	AR
	Karen Murray, Senior Professional Officer, (NIPEC)	KM

Apologies: Heather Finlay, Nursing Officer, DoH
 Mary-Frances McManus, Nursing Officer, DoH
 Gail Anderson, Lecturer, QUB
 Ethel Rodrigues, Professional Officer (Education) Unite the Union

Agenda item	Action to be taken	Action by
1	<p>Welcome, apologies</p> <p>AMcL welcomed everyone to the fourth meeting of the Programme Board. Apologies noted as above. A round of introductions was taken for the members attending by teleconference.</p> <p>AMcL recorded her thanks to EMcE for standing in as Interim Chair at the Workshop held on 30 May 2017.</p> <p>AMcL reported that Bid McKeown would finish the LSAMO role at the end of June 2017 and therefore would not be a member of the Programme Board. Following discussion it was agreed that a letter would be sent to Bid to offer thanks for her participation in the project in her role of LSAMO.</p>	AMcL to send B McKeown a letter of thanks
2	<p>Notes of the last meeting 22 March 2017 and Matters Arising</p> <p>Notes of the last meeting agreed as a correct record.</p> <p>3.1 HR Representation</p> <p>It was reported that Nicki Patterson had previously contacted Damien McAlister, HR Forum regarding HR representation. AR has tried to contact Damien via email unsuccessfully and by telephone - AR to make phone</p>	AR to phone Damien McAlister

	contact again.	
3	<p>Regional Workshop 30 May 2017</p> <p>AR tabled the Report of the Supervision Framework for Nursing and Midwifery Workshop May 2017 to the meeting. This was discussed at great length and changes/ comments on recommendations agreed. Debate was taken forward on a number of matters including the challenging contexts within which supervision is taken forward, ratios of supervisors to supervisees and the fact that the work of the project would also inform the Delivering Care project in terms of the time set aside for supervision with the Planned and Unplanned Absence Allowance. The approach that Wales have taken in the recent past to seconding supervisors as a distinct team for a short periods of time was also discussed – VW to make enquiries as to evaluative data on the efficacy of this approach. AR to circulate amendments and annotated comments to the Programme Board for review and response.</p> <p>AR also to set up meeting with UT to review report in view of safeguarding requirements.</p> <p>It was agreed that colleagues outside of the project structure could be involved in providing ideas to assist with the rebranding process. GM and BH and FB and a safeguarding rep to facilitate a sub-group late July 2017 to discuss the rebranding process.</p> <p>A GANTT chart was tabled and discussed with a timescale for an outline model to be set before Executive Directors of Nursing and Charlotte McArdle by end of September 2017, along with suggestions for rebranding. It was agreed that this timeframe was now not achievable and would require revision.</p> <p>The next CNO Meeting was identified as 21 August 2017. It was agreed that broad principles could be ready for this meeting. In discussion relating to a revised timeframe, it was suggested that small-scale testing could be carried out from December 2017-January 2018, with a potential launch identified later in 2018.</p> <p>AMcL noted the pre-registration standards consultation currently being taken forward by the NMC, recognising the potential for confusion between mentorship, preceptorship and supervision – or indeed inappropriate substitution. AMcL thanked everyone for the work involved in the Workshop.</p>	<p>AR to circulate amendments for review and response</p> <p>VW to enquire about Welsh model of supervisors secondments.</p> <p>AR to set up meeting with UT to review report</p> <p>GM, BH, FB, UT rep to meet end July to discuss rebranding</p> <p>AR to put on CNO agenda for August 2017</p> <p>AR to speak with Una Turbitt re rep</p>
4	<p>Any Other Business</p> <p>AMcL advised that Mary Hinds had sent an email regarding PHA 2015 Audit of Midwifery Supervision and Recommendations for consideration by the Supervision Programme Board. Working through the points raised by the audit, the PB agreed that the draft framework and extant arrangements following the removal of statutory midwifery supervision 31st March 2017, would allow the continuation of robust approaches.</p> <p>EMcE to advise the EDoN group of the audit recommendations and</p>	<p>EMcE to advise EDoNs of 2015 audit recommendations and discussion</p>

	discussion within the PB.	
5	Date, time and venue of next meeting Tuesday 3 rd October 2017 at 10.00am – 1.00pm, NIPEC Meeting Room, Belfast.	
Action	Comment	Completed/On-going
AMcL to send B McKeown a letter of thanks		
AR to make telephone contact with Damien McAlister		
AR to circulate amendments for review and response		
VW to enquire about Welsh model of supervisors secondments.		
AR to set up meeting with UT to review report		
GM, BH, FB, UT rep to meet end July to discuss rebranding		
AR to put on CNO agenda for August 2017		
AR to speak with Una Turbitt re rep		
EMcE to advise EDoNs of 2015 audit recommendations and discussion		