

Northern Ireland Collaborative /RNLD Expert Reference Group

19th December 2pm

Via Microsoft Teams

Note of meeting

In attendance

Professor Owen Barr Chair
Siobhan Rogan PHA.
Frances Cannon NIPEC
Barbara Tate SEHSCT Trainee Consultant Nurse
Stephanie Price Adult SEHSCT
Julie Richie SEHSCT Children's
Michelle Curran BHSCT Consultant Nurse
Frances Maguire BHSCT Adult
Michael McBride BHSCT Children's
Angela McCallan NHSCT for Rhona Brennan
Michelle Angelone NHSCT Children's
Clionagh McElhinney WHSCT Trainee Consultant Nurse
Maureen Roberts SHSCT Trainee Consultant Nurse
Maurice Devine OU
Nicola McCann RQIA (left 3pm)

Apologies

Damian McAleer CEC
Denise McGill Triangle Housing
Lynne Marsh QUB
Rosaline Kelly RCN
Donna Grant SHSCT Children's
Donna Milligan WHSCT Children's
Seamus Coyle NHSCT Trainee Consultant Nurse
Janet Doherty, WHSCT
Julie Richie SEHSCT Children's
Oisín McAuley Adult SHSCT

To be removed from membership

- ✓ Trish McKinney (moved post)
- ✓ Sharon McRoberts SEHSCT (Retired)
- ✓ Lynn Woolsey SHSCT (now DOH)

1. Welcome and introductions

Prof Owen Barr (OB) welcomed attendees and apologies were noted as above.

2. Note of Meeting

The note of the last meeting was circulated prior to this meeting – minor amendments were submitted ahead of meeting – the notes were agreed as an accurate record.

○ Update on Actions

FC provided an update on actions

AP 1 Each organisation represented on the group submitted nominations including the Consultant Nurses /Trainee Consultant Nurses and RNLDs representing Adults and Children's - **closed**

AP 2: Members send through their views on a new name for the Group which overwhelming was the RNLD Expert Reference Group – **closed**

AP 3: Members to send Frances via email their agreement to progress in regards to the COP – **closed**

○ Review of Membership

Owen emphasised the importance of the membership of the group and how nominations had been specifically sought to ensure they have the professional expertise to inform the work of the Registered Nurse Learning Disabilities – Strategic Development Project Group.

Owen also highlighted that we have been specifically asked us to consider how we will engage with service users /carers and evidence meaningful co-production – Owen lead discussions – he acknowledged that Denise McGill (member of this group) from Triangle Housing /ARC is representing wider non-HSC services

AP 4 Actions

FC and OB to contact Patient Client Council to establish how they could support service user engagement

FC OB to Link with Mencap, VOYPIC and FINI to establish how they might support service user family carer engagement

Each organisation represented on the ERG to send in a list of service user / family carer groups accessed.

○ Review Name

RNLD Expert Reference Group was the only alternative name submitted. There was some discussion regarding the use of the term 'Expert' but it was formally agreed that given the remit of the group and the focus on professional issues for Registered Nurses Learning Disabilities the name is appropriate.

AP5 Action: The Group previously known as the Regional /NI Collaborative will change to RNLD Expert Reference Group

○ **RNLD Strategic Development Project Group Update**

The met RNLD Strategic Development Project Group on the 17th November 2022. OB highlighted that he is now seconded to the Project 2 days a week OB provided an update in regards to the [activity of the work streams](#)

Workstream	Steering Group member (Excluding Trainee Consultant Nurse)	Trainee Consultant Nurse
1. Population Health Needs <ul style="list-style-type: none"> • Complexity of Healthcare Needs 	Siobhan Rogan	Clionagh McElhinney
2. Regional Workforce Model RNLDs <ul style="list-style-type: none"> • Changes in Health Service Model – to incorporate Delivering Care –. (right staff, right time, right place) 	Siobhan Donald & Gillian McCorkell	Maureen Roberts
3. Learning and Development Framework <ul style="list-style-type: none"> • RNLD Workforce skills/knowledge (right skills) 	Owen Barr & Cathy McCusker	Michelle Curran
4. Professional Leadership and Accountability <ul style="list-style-type: none"> • Professional Leadership & Accountability – including the NI collaborative 	Suzanne Pullins & Linda Kelly	Barbara Tate
5. Partnership Working Engagement and Communication strategy including the NI collaborative	Frances Cannon & Owen Barr	Seamus Coyle

3. Review draft Terms of Reference

The draft TOR for the group had been circulated prior to meeting. Frances talked members through the TOR. Owen asked for feedback and comments and lead a discussion regarding seeking the membership of an ADON and the need for a Quorum.

It was decided that full attendance was expected and that as a group we would not set a number at this point, as it was not just about a number, but also if HSCTs and other groups were represented. This will be reviewed at the June meeting.

It was agreed that there does need to be an ADON invited to be a member of the group

It was also agreed that the decision to provide formal feedback to CNO on the activity of the RNLD ERG needs to be agreed /decided with NIPEC CEx

It was agreed that members of the group should take time to consider the TOR and provide formal feedback/comments to Frances by 6th January 2023.

There was discussion on the need for members to prioritise attendance at the meetings

Agreement that meetings should be scheduled as far ahead as possible to support attendance

As per the TOR if a nominated member cannot attend they are expected provide a written briefing ahead of the meetings

Actions AP6

- ✓ **Link with NIPEC CEx to ask how best to access an ADON with responsibility for Workforce and Education to sit on the group representing the 5 ADONs**
- ✓ **Discuss formal feedback process on the activity of the RNLD ERG with CEx NIPEC**
- ✓ **Group members should take time to consider the draft TOR and provide feedback to Frances by 6th January 2023**
- ✓ **Meetings of the ERG should be planned as far ahead as possible so dates can be put in diaries and support attendance**
- ✓ **It was agreed that if a nominated member cannot attend they must provide a written briefing ahead of the meetings**

4.0RNLD Community of Practice

Defer discussion to January meeting

Date of next scheduled meetings

11 th	January	2023	2pm- 4pm	Virtual meeting
9 th	February	2023	2pm-4pm	Face to Face venue TBC
9 th	March	2023	2pm – 4pm	Virtual
27 th	April	2023	2pm – 4pm	Face to Face

**RNLD Expert Reference Group
Actions Log**

Action	Date	By whom	Update Open/Closed
AP 1: Each organisation represented on the present Collaborative should before 17 th November send Frances the names and titles of those they think should be members of the New Group mindful that nominations should have the professional expertise to inform the work.	8/11/2022	All	Nominations from each of the HSC Trusts received membership of the group had been specifically sought to ensure they have the professional expertise to inform the work of the Registered Nurse Learning Disabilities – Strategic Development Project Group. Closed
AP 2: Members should send through their views on a new name for the Group mindful that it will be in place after the project is complete	8/11/2022	HSC Trust members	New name for the Group sent through to FC RNLD Expert Reference Group was the only alternative name submitted Closed
AP 3: Members to send Francs via email their agreement to progress as discussed at the meeting	8/11/2022		Closed
AP4 FC and OB to contact Patient Client Council to establish how they could support service user engagement FC OB to Link with Mencap, VOYPIC and FINI to establish how they might support service user Family Carer engagement Each organisation represented on the ERG to send in a list of service user family carer groups accessed/used	19/12/2022		
AP5 Action: The Group previously known as the Regional /NI Collaborative will change to RNLD Expert Reference Group	19/12/22		
AP 6 Action: Link with NIPEC CEx to ask how best to access an ADON with responsibility for Workforce and Education to sit on the group Discuss formal feedback process on the activity of the RNLD ERG with CEx NIPEC <ul style="list-style-type: none"> • Group members to provide feedback on TOR by 6/1/2023 • Meetings of the ERG should be planned as far ahead as possible 	19/12/22		