



**Minutes**

**Time: 11:00 – 4:30**

**Date: Tuesday 1<sup>st</sup> December 2009**

**Venue: Unite the Union, 35 King Street, London, WC2E 8JG**

<p><b>1. Welcome and Introductions:</b></p> <p>Maggie Fisher (Chair) South East                  Sue Watson – Northern Ireland                  Hilary Roscoe – London                  Carolyn Taylor – North East                  Jane Shaw – North West                  Anna East - London                  Rita Newland (Professional Officer) present 14:30-15:30                  David Munday (Professional Officer)</p>	
<p><b>2. Apologies for absence</b></p> <p>Caroline MacKenzie – Scotland                  Mary Seckington – Eastern                  Sally Hamer - North West                  Anne Longton – South East</p>	
<p><b>3. Matters arising from the last minutes (not on today’s agenda)</b></p> <p>Jacqui Reynolds (Wales) has been stood down Maria Schudlarz (NPC Welsh Chair) is aware and will look for a new representative .Jacqui has been written to formally.</p> <p>Staff side accreditation discussed in relation to position on the forum affords some protection even if a role is learning or equality rather than industrial.                  Action all members to consider this as an option</p> <p><b>Action SW requested her work email be used on forum circulation list</b></p> <p><b>Links with regional forums:</b>                  JM is on circulation list and discussed Children’s workforce document at the last meeting</p>	<p><b>DM</b></p>

<p>SW on circulation list missed last meeting CHPP on last agenda, she also wrote to MP and got support for the EDM unfortunately parliament then went into recess</p> <p>CT -organises the regional forum but difficulty in engaging practitioners in current climate. Local professional issues include business continuity plans including an escalation plan with use of grade mix and identifying roles a key pressure.</p> <ul style="list-style-type: none"> <li>- Training students wanted 25 only 12 suitable and some have dropped out already</li> <li>- Training CPTs but issues around payment and maintenance of competencies Rita informed group that from questionnaire majority who replied on substantive 7 in terms of maintaining competencies could do co-mentoring and the survey is to be repeated.</li> </ul> <p>Action: CT to take the issue to National Nursing Occupational Advisory Committee (NNOAC) SPCPT role cannot be taken as as an acting up role and this is referred to in the frequently asked questions in the terms and conditions handbook Trusts are charged through the Action on Health Visiting to ensure all staff are suitably trained for SPCPT roles all individual members of the forum asked to flag this at a local level</p> <p>JS not been to a meeting on circulation list</p> <p>HR not linked in. <b>Action: DM to send London Chair's email to HR.</b></p> <p>Anne Longton never been linked in <b>Action: MF to forward Maggie Warners email</b></p> <p>Maggie Fisher did not attend last meeting but bullying and harassment a major feature is this a Professional item? <b>Action: CT to take to (NNOAC).</b></p> <p>Maggie reported on Scotland from NPC meeting that there has been an almost total collapse of CPHVA a task force has been set up to look at community nursing services very large group Gavin a feeling will not be able to function or gain agreement across all the boards.</p> <p>Maggie reported on South west new practitioner modular training has commenced grave concerns expressed at both NPC and education Forum Pseudo direct entry</p> <p>Difficulty in centre meetings, low morale, HV's leaving, difficulty in recruiting students all appear to be general issues across all regions.</p>	<p>CT</p> <p>DM</p> <p>MF</p> <p>CT</p>
<p><b>4. NPC feedback related to health visiting forum</b></p> <p>CPHVA Professional Conference very little information at NPC awaiting feedback sheets to be evaluated, new company Neil Stewart Associates has been appointed for next year. The first planning meeting on 9<sup>th</sup> Dec CT on group unable to attend. Proposed title Healthy Family/ Healthy Child.</p> <p>Annual Professional Forum reasonably well attended in the end however comments came back that it was potentially quite divisive this will be</p>	

<p>discussed at the next NPC.</p> <p>Work streams will be discussed and delegated at the next NPC.</p> <p>Certain areas of the country found the venue difficult to travel to and it is the venue proposed for next year.</p> <p>Action on Health Visiting and Skill mix document launched.</p> <p>Statute issues will be raised by National Chair in forthcoming meetings with (English) Chief Nurse and Royal College of Midwives Cathy Warwick. There appears to be resistance from DH although letters have been sent to Ministers Ed Balls and Andy Burnham.</p> <p>An article will appear in Journal and there is an on line petition for centres to join on line.</p> <p>Question will be asked why DH wants to discriminate against one section of nursing.</p> <p>Forum members asked about NMC implications will there be any support from other groups.</p> <p>Pam Shaw Mary Seacole winner has produced an excellent DVD on leadership Angela Lewis is attempting to find a copy for circulation.</p> <p>In relation to the Modular BSc Honours from Cornwall NPC Chair is writing to Chief Nurse. It uses the principles of Health Visiting and is a pseudo direct entry. Where will they be registered to practice?</p>	
<p><b>5. Scotland</b></p> <p>It was understood that a deputy was going to attend today however this didn't happen. MF and CT discussed details from Gavin Fergie's report to NPC last week.</p>	
<p><b>6. Northern Ireland</b></p> <p>See above.</p>	
<p><b>7. Wales</b></p> <p>A report from Gill Devereux was circulated.</p>	
<p><b>8. England</b></p> <p>Action on supporting our future NHS work force a consultation about the Bursary scheme closes 11<sup>th</sup> December 2009.</p> <p>Action on Health Visiting - Alison and Obi are representatives but little further since the launch of Ambition. Action, achievement, copies were distributed to HV forum members and encouraged that these be taken to key commissioners to raise the profile.</p> <p><b>Action: Forum members to liaise with regional chair to try and arrange a meeting with the Regional director of Nursing flag Lord Lamings recommendations Action</b></p> <p>UKPHA final report now available into re establishing health visiting. DM</p>	<p><b>ALL HV FORUM REPS</b></p>

<p>reported some worrying comments regarding interest in social enterprise model even though when discussing a 'good employer' they were describing how the NHS employers should be. The report is on the UKPHA website. No indication as to how the recommendations will be followed up.</p> <p><b>Action: MF to email final document to HV forum members</b></p> <p>Maggie had circulated the NCB bulletin forum members felt it contained some useful information</p>	<b>MF</b>
<p><b>9. Family Commission Consultation</b></p> <p>The forum members split into groups to discuss different questions.</p> <p><b>Action: each group to write up responses the email to MF. Judy, HR and MF were nominated to send back from each group and MF will put together and re-circulate for comments.</b></p>	<b>Judy/HR/MF</b>
<p><b>10. Staff Nurse Development Pack</b></p> <p>RN joined the forum for this discussion</p> <p>Modernising Nursing Careers – 2 documents – Shape a Quality nursing workforce &amp; Care for your future in nursing <a href="http://www.skillsforhealth.org.uk">www.skillsforhealth.org.uk</a> <a href="http://www.nhscareers.nhs.uk">www.nhscareers.nhs.uk</a></p> <p>Confusion re levels described not Agenda for Change bandings <b>Action Maggie to email documents around.</b></p> <p>Rita presented her development pack a preparatory nurse with objectives and measurements. The pack can be used for PREP requirements and Knowledge and Skills Framework (KSF) appraisal. The document is practise focused, measures progress against (KSF) domains. Can be used with newly qualified HV's to get them to sign off mentor ready for going on to be practice teacher after two years.</p> <p><b>Action: RN to email presentation and pack.</b></p> <p><b>Action: All to go away and read feedback within two weeks</b></p> <p><b>Action: MF to forward workforce diagrams</b></p> <p><b>Action: RN to look at IK2 instead of IK1 HWB4 as against HWB5 BY 12/01/2010 final document to be sent to group</b></p> <p>RN also gave an overview as to what happens at her university to maintain NMC Community Practice Teacher (CPT) standard.</p> <p>Standards Each trust must maintain a register there has to be an annual review of the 8 standards, which is usually completed by either other CPT or manager.</p> <p>All mentors must have a student every three years and an annual update.</p> <p>RN described how at London City University this comprises of a session every six weeks with half day action learning set and half day learning</p>	<p><b>MF</b></p> <p><b>RN</b></p> <p><b>ALL</b></p> <p><b>MF</b></p> <p><b>RN</b></p>

<p>update. Can co mentor to maintain competencies no hours in the standards.</p> <p><b>11. A.O.B. (Advised before the meeting)</b></p> <p>HV leaflet to progress now Cheryl has left who is going to do this?</p> <p>Carolyn indicated that she would be unlikely to attend the first two meetings if the dates remain as they are Maggie and Dave to review</p> <p>Election process: all terms come to an end next year and some members have served two terms therefore will need to retire concern expressed that here could be a lack of representation from the Countries and the North of England so members charged with trying to identify potential successors.</p>	
<p><b>12. Date of meetings in 2010:</b></p> <ul style="list-style-type: none"> <li>• Tuesday 20<sup>th</sup> April – Room 2, Holborn (Bookstart presentation)</li> <li>• Tuesday 13<sup>th</sup> July – Room 2, Holborn</li> <li>• Tuesday 2<sup>nd</sup> November – Room 2, Holborn</li> </ul>	