Meeting Notes

Present:

David Foster, Deputy Director of Nursing, DH (Co-Chair)  
Helen Langton, Pro Vice Chancellor and Executive Dean, Faculty of Health and Life Sciences, University of the West of England (Co-Chair)  
Joe McArdle, Assistant Director of Education and Commissioning, NHS North West SHA  
Sarah Faulkner, Head of Leadership, Centre for Workforce Intelligence  
Obi Amadi, Lead Professional Officer, Unite/CPHVA  
Howard Catton, Head of Policy, Royal College of Nursing  
Julia Gale, Professional Advisory Board Secretary, DH  
Rona McCandlish, Midwifery Professional Advisor, DH  
Andrew Cumella, Professional Advisory Board Administrator, DH  
Peter Grummitt, Policy lead, Workforce Directorate DH  
Gail Adams, Head of Nursing, Unison  
Pauline Watts, Clinical Lead Community Practice, DH  
Angelo Varetto, Head of National Occupational Standards, Qualifications and Apprenticeships, Skills for Health (alternate for Christina Pond)  
Pauline Milne, Deputy Head of Education and Development, East of England SHA (alternate for Kathy Branson)  
Caroline Waterfield, Deputy Head of Employment Services, NHS Employers  
Michelle Mello, National Implementation Director, E4E, NHS West Midlands  
Jan Draper, Head of Nursing, Faculty of Health and Social Care, The Open University (for the Council of Deans)  
Louise Silverton, Deputy General Secretary, RCM (alternate for Jacque Gerrard)  
Rita Newland, Director of Education, Nursing and Midwifery Council

In attendance:

Liz Kidd, Senior Policy Manager – Workforce Education Policy, DH  
Yvonne Franks, Associate Chief Nurse and Programme Director for Older People, NHS London  
Clare Gorman, Policy Manager, The NHS Confederation

Apologies

Christina Pond, Executive Director, Policy & Skills Development, Skills for Health  
Jacque Gerrard, England Director, Royal College of Midwives

1. Welcomes and Apologies:

The Chair welcomed everyone to the meeting.

2. Notes from 24th January 2012 Meeting

The minutes from the 24th January meeting were accepted as an accurate record of proceedings.
3. Matters arising

3.1 Workforce Assurance Metrics sub group

The Board were informed of the progress of the Workforce Assurance Metrics sub group. The group has had one meeting, chaired by Lisa Hughes (Allied Health Professions-PAB co-chair). The group were in agreement that it would be useful to involve a Director of Nursing in discussions. The group is looking at two main elements: the West Midlands metrics and assurance in the future. The next step is to identify the key players, after that the potential risks can be identified. A report will be presented to the Board in May.

3.2 Nursing and Care Quality Forum

The Board were updated on the progress of the Nursing and Care Quality Forum, chaired by Sally Brearley. The Forum is taking shape, with a steering group of around twenty individuals established. The Forum has a range of members with varying backgrounds and experiences and will be looking at Nursing and Care in all settings. It has had early discussions about the scope of its work and emergent thinking encompasses values, culture, skills, knowledge and time to care. The work of the Forum will last no longer than 2 years.

The Board raised and discussed the following:
- There was concern that some members of the Forum steering group would need guidance from the Forum Department of Health support team to work effectively at a national level
- The Forum should not repeat work already done
- The Forum will need sufficient support, so it is not underpowered.
- Communication from the Forum needs to reflect the reformed NHS
- The PAB will offer support to the Forum and welcome discussions with key members at the next PAB meeting.

ACTION: Lisa Hughes to invite a Director of Nursing to participate

ACTION: Secretariat to invite Forum member to the PAB

4. Improving the dignified care of older people

In July 2011, the NHS Confederation, Age UK and the Local Government Association formed a new Commission on dignity in care to help drive improvements in care. Several reports - such as the Francis Inquiry into Mid-Staffs and the Care and Compassion? report from the Parliamentary and Health Service Ombudsman helped motivate the need for the Commission to undertake this work. The Commission has taken evidence for the past eight months from many different groups, as well as taking written submissions from over forty different organisations, holding three days of public hearings and undertaking a literature review.

Yvonne Franks from NHS London, who was involved with the Commission, delivered a presentation of the draft report and its recommendations to the Board.

 ACTION: Secretariat to circulate presentation electronically
In total, forty-eight recommendations have been published for consultation until 27th March 2012. The final report is likely to be published early summer 2012.

The discussion was then opened up to the Board, with the following points being made:

- The issue regarding language needs to be more specific, due to the range of settings that care takes place in.
- The NHS Institute is already doing work around care homes, which can be linked in.
- The Royal College of Nursing is launching an older persons report on Tuesday 19th March, 2012, with a care home report published on Wednesday 14th March.
- The possibility of going further with the report and reviewing the whole system was mentioned. The NHS Constitution could also be reviewed in relation to this piece of work.
- Much of what was stated in the presentation was known already, and perhaps the recommendations did not go far enough in terms of why the problems still persist.
- The issues were bigger than just values, in that recruits should know that they will have to work with the elderly.
- Local authorities and care providers need more synergy.
- Elderly care discussions needs to be normalised, and this can be tied in to end of life care issues.
- The Education Outcomes Framework needs to connect the learning environment with the quality of care. There are also uncertainties about funding when promoting Continuing Professional Development.

David Foster commented that aspects of early intervention and public health may have been missed from the piece. It was noted that the report sets out what ‘good’ care looks like, but is ‘good’ good enough?

Clare Gorman kindly offered to collate the responses from the PAB at the meeting and to circulate them for further comment.

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<th>5. Building on our inheritance - Genomic technology in healthcare</th>
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<td>David Foster informed the Board that the report was on the DH website, and encouraged Board members to read it.</td>
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<th>6. Health Education England and Local Education Training Boards</th>
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<td>The co-chairs informed the Board that they had attended the Transition Advisory Group meeting. They also met Kate Lampard, chair of the Health Education England steering group and briefed her on the work of the PAB and current nursing and midwifery education issues. The transition workplan for 2012-2013 was also discussed, as was the advisory structure within Health Education England, what the terms of reference will be for each of the professional groups and how the multi-professional structure will operate.</td>
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The PAB need to focus on what responsibility they will have in relation to Health Education England and Local Education Training Boards going forward. Helen Langton raised the possibility of a PAB workshop to discuss the transition and the future role of the PAB and to consider how to influence the final model for the advisory structure of Health Education England of which the PAB would be a part. The PAB need to be aware of the risks, and other issues, such as the future location of intelligence.

The discussion was then opened up to the Board, with the following points being made:
- The terms of reference for the PABs and Medical Education England programme boards need to be examined to see if they are similar and can be aligned.
- As a starting point for discussions on transition, the PAB should luse the transition as a good opportunity to shape what the PAB could best be for the next five years. This meeting could take place before the joint meeting with Chris Outram.
- A structure should be brought into place so that discussions are heard by groups they affect. Workforce to service planning is an issue that the PAB has a previous record on and should be looked at.
- PABs and programme boards should not give up their influence
- The PAB will need to develop its own risk register to recognise the challenges of the transition.

Liz Kidd informed that Board that in the new design combining the uni-professional and multi-professional voices will be a challenge. The Design and Delivery document will help inform planning, as will the upcoming operating model, which will go to the HEE steering group at the end of March 2012. This should help inform people of the values, ambitions and partnerships that HEE will take on.

7. MPET Review

David Foster reported that there has been no new formal outcome from the review. A member of the Board raised the issue of specialised nurses and the training that has to take place after registration, when nurses specialise. A further issue highlighted was the risks for the PAB to be aware of, such as the high levels of protected medical funding, which could affect what is available for nursing and midwifery.

8. Continuing Professional Development Task and Finish Group

The Board were informed of the progress of the CPD Task and Finish group. The group has met three times, and has received a good response to the research questionnaire. Much of the group’s work is around access and funding of CPD. Data from the various sources is being triangulated and around sixty responses have been received. The group is on track to present at the Nursing & Midwifery PAB on 26th April and the Allied Health Professions PAB on 10th May. The Local Education Training Boards will be involved after the report. The importance of the group not duplicating previous work was also stressed.
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<th>9. Nursing and Midwifery Council standards for delegation</th>
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<td>Covered in Item 11.</td>
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<th>10. Skills for Health project to develop a code of conduct and training standards for healthcare support workers</th>
<th>ACTION: Angelo Varetto to circulate project’s Terms of Reference to the PAB, when available</th>
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<td>The Board were updated on the Skills for Health professional standards project. The Terms of Reference and project initiation document will be submitted to the Skills for Health Professional Standards Advisory Board on Tuesday 20th March. A scoping report is underway, which is similar to work undertaken in Scotland and Wales. Individuals have been invited to join a steering group, after discussions over membership. The first steering group meeting will take place on 4th April 2012. The role of higher education inputs into developing minimum training standards for healthcare support workers have been put on the agenda. The frequent public misunderstandings of the role of healthcare support workers was also mentioned.</td>
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<th>11. Recruitment of students</th>
<th>ACTION: Rita Newland to provide information on the timescales of the standards work at the NMC</th>
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<td>The Board were updated regarding the recruitment of students applying for NMC approved pre registration nursing education programmes in line with the requirements of the NMC 2010 pre registration nursing education standards. Within the standards there is provision for a face to face contact and for the university and practice placement partners to work together to select and recruit applicants to the pre registration nursing education programmes.</td>
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<td>The Board were updated regarding the changes to some of the project activity by the NMC. The QA transition project has stopped and the NMC is planning to extend the contract with the current outsource supplier. Other projects that have ceased include the student index project.</td>
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<td>The Board were informed that the programme approvals for pre registration nursing education in line with the NMC 2010 pre registration nursing education standards were continuing.</td>
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<td>In response to specific questions about accessing the Quality Assurance monitoring reports for each University - The Board were informed that annual monitoring reports are available on the Nursing and Midwifery Council’s website.</td>
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<td>In response to specific question about the provision of step off points for nursing students who are unsuccessful at achieving the academic award of degree - the board were informed that this is the remit of the Universities who are free to devise their own exit points relating to the academic award achieved.</td>
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12. Centre for Workforce Intelligence update on the Nursing and Midwifery Programme

Sarah Faulkner updated the Board on the work undertaken by the Centre for Workforce Intelligence including the priorities for 2012/13. The work order for the nursing and midwifery programme has been agreed with the Department of Health, with clear stakeholder engagement programmes in place. Supply and demand work building on the risk summaries was currently being undertaken. Horizon scanning work has also started with the University of Manchester. Two medical and dental stakeholder events had taken place, with reports on the CfWI’s website. Two further stakeholder events on nursing and midwifery are to take place on 26th March, which PAB members are welcome to attend. There are also two focused reviews: the shift of care from acute to community and developing a maternity care pathway model.

A query was raised regarding only focussing upon registered nursing rather than the wider nursing family. The small number of staff moved from acute to community in recent years was noted. The case study of Greenwich, which has a single point of referral for health and social care was raised.

ACTION: CfWI to circulate stakeholder event information
ACTION: Secretariat to circulate presentation slides to Board
ACTION: CfWI involved with modelling / analytics to attend PAB

13. Any other business

The Chair asked for any other business items, with the following being raised:

- Louise Silverton informed the PAB that newly-qualified midwives have not been able to get jobs and cited Brighton as a particular example.
- There was a joint Council of Deans and Royal College of Nursing statement in the week commencing 5th March 2012, stating that both organisations were concerned about cuts to pre-registration nurses, and that the cuts still look financially driven.
- There were concerns over school nurses and community services losing staff to health visiting.
- There was a discussion about the commission rates and the publication of staff numbers.
- Helen Langton informed the PAB of opportunities to raise the PAB’s profile via the Nursing Times.

ACTION: Jan Draper to share Council of Deans commission numbers
ACTION: Details of Nursing Times opportunities to be circulated by co-chair

Next Meeting
14:00 – 16:30
26th April 2012
Skipton House – Room 140B

Future PAB Meeting
16th May
12th June
18th July