

## REPORT ON THE WORK PLAN ASSOCIATED WITH N<sup>3</sup>ET FUNDING FOR NATIONAL NURSING ORGANISATIONS (NNO)

### Agreed Activity 1: Understanding all the NNO

#### Part A. Developing a profile of all NNO member organisations

A detailed picture of the NNO is being developed to assist external stakeholders to understand the collective and individual capacity of each of the member organisations.

To achieve this, a Member Profile Survey has been distributed and completed by members. To date, 32 responses have been received by the secretariat.

Members were asked to provide information in response to the following questions:

1. Who does your organisation represent?
2. What is the purpose of your organisation?
  - a) What is its “mission”?
  - b) What are the expressed “values”?
  - c) What are the “objects” of your constitution?
  - d) How would you explain to a layperson the purpose of your organisation?
3. What is the governance structure of this organisation?
4. How many individuals does your organisation represent?
5. Where are the organisation’s members based?
6. Who is your organisation’s nominated representative for NNO business and media and other inquiries?
7. Where can people obtain further information about your organisation?

The NNO website is now being updated with information obtained from the Member Profile Survey. The site will contain additional links from the members section of the site to reflect the broader information now available on member organisations, in particular information about their membership and governance.

The structure of the website will be revised to reflect the following proposed structure:

The front page of the section known as **MEMBERS** will contain links to:

The name of each organisation, which will itself be hyperlinked to further pages, such as:

- **View profile** [Hyperlinked to another sets of links – see below]
- **Visit website** [Hyperlinked to individual member site]
- **Contact NNO representative** [Hyperlinked to contact details]

The second layer under **View profile** there will be the following links:

- **About us** [Hyperlinked to page containing this information]
- **Purpose/Values/Mission** [Hyperlinked to page containing this information ]
- **Governance** [Hyperlinked page containing this information]
- **Who we represent** [Hyperlinked to another sets of links – see below]

Another final layer (at this stage) under **Who we represent** [Hyperlinked] there will be the following info:

- **Who do we represent?**
- **How many members?**
- **Where are they?**

Due to delays in the return of member profile surveys, with some surveys not returned until the end of February and some still outstanding, it is anticipated that the available information will be updated to the NNO website within two months from the date of this report, with subsequent surveys distributed and updated annually.

## **Part B. Report on NNO review of current coalition arrangements and procedures**

The National Nursing Organisations are currently undertaking a review of the governance of the coalition, including a review of current coalition arrangements and procedures, with a view to developing a clearer statement of purpose which demonstrates the decision-making authorities and processes by and within the group.

To this end, the NNOs have conducted two meetings focusing on the governance work plan – a initial meeting in October 2006 to which lawyer and governance consultant Kathleen Clothier was invited. Ms Clothier's role was to assist with the review of the current coalition arrangements; and assist the coalition to move towards the development of a strategic plan. Ms Clothier's presentation to the group is attached. A report on a subsequent strategic plan workshop appears below.

The issues discussed at the October meeting included: What is the purpose of the coalition; and: What are the benefits of the coalition?

Members identified the purpose and benefits of the coalition as ranging from information sharing, communication, capacity building, having a stronger united voice, lobbying, advocacy, support, advice, understanding national issues, support in developing professional standards, develop policy, the opportunity to influence global and national nursing policy, and to act as the peak body for nursing specialities.

Other purposes and benefits included those already articulated in the NNO Purpose and Terms of Reference: to provide a forum for discussion, consultation, and development of future directions in nursing; to identify areas of common interest or concern to the national nursing organisations; to provide a forum for discussion and consultation; to achieve consensus between the nursing organisations on identified issues or concerns; to effectively contribute to public discussion on matters of importance to the nursing profession; to plan steps for united action in areas of interest or concern; to lobby key national stakeholders so they are aware of the views and priorities of the national nursing organisations.

A range of proposals were considered to raise the NNO coalition profile; improve decision-making and communication among the group; and to become a more effective entity and voice for nursing.

These included becoming a more formal legal entity, such as an incorporated association, or company limited by guarantee; the development of a strategic plan, as was already planned; and the development of a: Code of Commitment or a Constitution.

As the development of the strategic plan was the next agreed activity under the governance work plan, it was determined that developing this should be the immediate priority for the coalition. A governance committee was established at this meeting to begin working on the strategic plan. A workshop was identified as the best way to achieve this, and a date agreed for 2 February 2007.

### **Part C. Development of a strategic approach to governance by the NNO**

In keeping with the requirements under the NNO Governance Work Plan, a Strategic Planning Day on 2 February 2007 was held to develop a draft strategic plan to guide the work of the NNO coalition.

A governance expert, John Peacock, from NFP Analysts, was engaged to facilitate and offer advice. Twenty-eight members of the coalition met to discuss the issues outlined in the Agenda (attached).

The strategic plan is intended to build on the NNO current statement of purpose, terms of reference, principles, membership information, meetings protocol, and processes that are currently articulated on the website. The draft Strategic Plan (attached) should help to guide and focus the activities of the coalition, provide clarity for the roles and responsibilities of the organisation/coalition, and ensure that processes and systems are in place to ensure accountability for the organisation/coalition as a whole.

The **Mission** is a short concise statement that clearly articulates the central purpose of the NNO; and the **Aims** are statements that explain how the NNO coalition will achieve the Mission. The **Action** plan further describes the practical actions that will achieve each of the identified Aims.

A range of proposals on structure and processes to guide decision-making were again considered. These included: considering becoming a more formal legal entity, like an incorporated association, or company limited by guarantee; and developing a Code of Commitment or a Constitution for the NNO coalition.

Another recommendation was that NNO members consider renaming the group the *Coalition of National Nursing Organisations* as a method of clearly articulating the distinct membership and nature of the group.

It was agreed that the review of the NNO coalition governance begun at the October 2006 meeting should continue, and this issue will be on the agenda for the May 2007 NNO meeting.

A steering committee was formed to work with the secretariat to review and establish a proposed structure for the coalition. This group includes: Rosemary Bryant (RCNA and NNO Chair) as Committee Chair, and Toni McCallum Pardey (CENA), Tina Kendrick (ACCCN), Anne Wilson (GENCA), Moya Conrick (NIA), Kim Ryan (ANZCMHN), Tracey Osmond (College of Nursing) as committee members.

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