

College of Respiratory Nurses - Annual Plan

Years: 2024/2025

Cost Centre: XXXXXX

Membership at 22 August 2024: 320

Process:

Please complete your draft Annual Plan, in consultation with your Professional Nursing Advisor (PNA) by PNA to forward it to the Manager, Nursing and Professional Services by

The manager will review annual plans, discuss outstanding queries, and forward to the accounts manager for inclusion into the NZNO wide budgeting process

NZNO Budget to the Management and Board

December and February

APPROVAL ANNUAL PLAN			
Name	Position	Signature	Date
Lisa Mason	Interim Co-Chair (and website/social media)		
Jacque Westenra	Interim Co-Chair (and Submissions)		
Mairi Luca	Manager, Nursing and Professional Services		

Committee - Please include details for all committee members (do not include the PNA)

Name of committee member	Committee role	Region where located
Lisa Mason	Interim Co-Chair (and website/social media)	Dunedin
Jacque Westenra	Interim Co-Chair (and Submissions)	Nelson/Tasman
Tamsin Fitzsimmons	Secretary	Nelson/Tasman
Katherine Waters	Treasurer	Canterbury
Mikayla Neil	Committee member – Newsletter	Auckland
Vacancy	Committee member	
Vacancy	Committee member	
Vacancy	Committee member	
Annie Bradley-Ingle	PNA	Hamilton

Committee meetings & AGM/Conference planned for 2024-2025 financial year (April 1st – March 31st)

Core Funding is provided for up to TWO face-to-face meetings annually.

Dates	Meeting type: Zoom/Teams, Face to Face	Number of committee attending	Location of Meeting	Duration of meeting e.g. 1 day, 1 hour
May 1 st 7pm	Zoom/Teams	8	Zoom	1 day
July 8th (pre-Symposium meeting)	Zoom/Teams	8	Zoom	1 hour
August 19 th (pre-Symposium)	Zoom/Teams	8	TEAMS	1 hour
August 29 th & 30 th AGM and Symposium	Face to Face	8	Auckland	2 days
November 12 th 2024	ZOOM/Teams	8	ZOOM/TEAMS	1 hour
20th January 2025	Face to Face	8	Wellington	8 hours

Membership participation on national external working groups

Members name	Email address	Name of working party and the host organisation	Status of national group
Mikayla Neil	Mikayla.neil@middlemore.co.nz	Lung Foundation Australia – Bronchiectasis Registry	
Betty Poot	betty.poot@huttvalleydhb.org.nz	Asthma and Respiratory Foundation (ARF) NZ Scientific Advisory Group ARF - National COPD working party PHARMAC Inhaler EAG	
Nikola Ncube	Nikola.ncube@waitematadhb.co.nz	Thoracic Society of Australia and New Zealand (TSANZ) Co-convenor Nurse SIG	
Sara Mason	Sara.Mason@hawkesbaydhb.govt.nz	EIT Health and Science Committee Hawkes Bay Credentialing committee NZNO Hawkes Bay Regional council Co-convenor Hawkes Bay DHB	
Sally Powell	Sally.powell@cdhb.health.nz	Co-Chair Nurses Education Sub-Committee ASA (Australasian Sleep Association)	
Nicola Corna	nicola.corna@middlemore.co.nz	ARF National COPD guidelines group ARF Scientific Advisory Group	
Miriam Manga	Miriam.manga@middlemore.co.nz	Paediatric Respiratory Project Equity Working Group NCNZ Board member	
Susan Jones	Susan.jones3@waikatodhb.health.nz	ARF EAG	

Goals for the financial year (1 April 2024 to 31 March 2025) from the NZNO Strategic Plan.

Outward facing: Patient outcomes that are culturally safe, every nurse has the power and resources to do the job, decisions on nurse resourcing are based on NZNO's 5 fixes.





Inward facing: Every member across the sector is engaged and actively participates, new ways of campaigning are utilised, membership lifted.



Areas of Focus: Please refer to NZNO Strategic Plan for interpretation of each area of focus.



1. Te Tino Rangatiratanga
2. Building member power
3. Workforce
4. Education
5. Registration
6. Quality, Health and Safety
7. Bargaining
8. Political
9. Immigration
10. Allies
11. Te Tai ao



Areas of focus	Steps to achieve goal /objective.	Estimated costs (supporting documents as appropriate)
Identify which areas of focus your College or Section can contribute to. <i>Your College or Section does not need to have a goal for each area of focus.</i>	Some areas of activity may become business as usual as they are ongoing. A focus on one or two areas for further development is encouraged. It is helpful to identify which areas of focus will be a priority focus for the year.	Core funding covers your meeting and AGM costs. Your planned activities may have additional costs attributed to them. The costs identified here will assist you to prepare your budget for the year.



Please rate your progress on your areas of focus according to the following rating when you meet and note in meeting minutes



Progress rating	Colour
Not started	
Started and progressing	
Progressing well	
Achieved	



Tino Rangatiratanga						
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Include clear partnership with Maori, Te Tiriti o Waitangi and Pacific Peoples Te Tino Rangatiratanga- MM	Apply tikanga principles to all communications Respiratory College national committee recruitment efforts to reflect Aotearoa New Zealand's population to provide equitable representation on the national Committee. Encourage Māori and Pacific nurses to join NZNO and those NZNO members to join the College of Respiratory Nurses to provide equitable representation within the membership. Embed a Te Ao Māori lens on our structure, policies and processes and work alongside Te Runanga Apply a bicultural approach when working with all members. Creating partnerships with other Colleges and Sections as appropriate. COASTN Mag includes helpful Te Reo words section Ensure there is visible and relevant Te Ao content in annual symposiums	\$500				



Building member Power						
Objectives	Steps to achieve goal/objective	Est Cost	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Influencing Improved Health Outcomes: Empower members to lead and act in their workplaces and in NZNO activities (example) Building member power, Workforce- MM	<p>Promoting use of the Knowledge and Skills Framework (KSF) as a tool of clinical excellence accessible to NZNO members</p> <p>Encouraging all nurses to utilise the KSF tool to maintain and further professional and clinical development</p> <p>Use the KSF to provide a benchmark of clinical competency for nurses working with respiratory patients in any clinical setting including paediatrics.</p> <p>The Committee will provide representation at the National NZNO AGM and College and Sections Day Conference Committee seeks involvement with relevant submissions as identified by NZNO or by the Committee itself.</p> <p>Encouraging College members to promote respiratory nursing as a career option and non-members to join NZNO and specifically the College of Respiratory Nurses.</p> <p>Encourage College members to take up opportunities to be delegates of NZNO across the health system.</p> <p>Aim to ensure Primary Health/Community Based care representation on the national Committee recognising the essential role this group play in prevention, education and clinical management in respiratory health of the people of Aotearoa, New Zealand</p> <p>Encourages College member involvement with relevant submissions as identified by NZNO or by the Committee</p>	\$1000				



<p>Building capacity within the College of Respiratory Nurses NZNO National Committee – this aligns with the strategic plan objective – effective organisation</p>	<p>Continue to identify and enlist new Committee members in a timely manner aiming to truly reflect the geographical, social and cultural diversity of Aotearoa NZ as much as possible.</p> <p>Monitor national and international guidelines and other documents for review/provide input as appropriate.</p> <p>Assign and share roles within the Committee and undertake Committee education provided by NZNO as available, building links to all areas of Aotearoa, New Zealand, building knowledge of NZNO and Committee processes and goals and ensuring succession planning for the Committee.</p> <p>The Committee will make efforts to be more involved at a national level on more national advisory groups and committees</p> <p>The Committee will provide representation at the National NZNO AGM and College and Sections Day Conference</p>	<p>\$14000 – two face to face meetings</p>				
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Workforce						
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
<p>Building capacity within the membership, including students, to ensure best evidence-based practice care for respiratory patients – aligns with strong workforce and skilled nurses. Education, Registration, Allies-MM</p>	<p>Encourage associate membership with allied health to encourage interdisciplinary learning through direct contact, word of mouth and via website, newsletter, college led social media and Kaitiaki advertising</p> <p>The two-yearly College of Respiratory Nurses symposium will continue and planned for August 2024 (Auckland). A sub committee will be formed. The Respiratory College symposium alternates annually with South Island Respiratory Educators Forum (SIREF).</p> <p>Published updated KSF for reference and standards of care. Going forward we will actively promote its use and showcase how it can be used to promote respiratory best practice through modelling it's use in our own care delivery, word of mouth and via website, newsletter, TSANZ, NENZ, Nurse Executives, Primary Health College and Kaitiaki advertising. Promoting that nurses can now belong to 3 NZNO colleges or sections. NB College rules altered in 2017 to allow student nurses and allied health practitioners to join as affiliated members.</p>	<p>\$14000 est</p> <p>\$5000</p>				



Education						
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Ensure best evidence-based practice care for respiratory patients – aligns with strong workforce and skilled nurses.	<p>Ongoing review and commitment to the KSF and continuing promotion of the framework. Last updated 2020 – update due 2024. Sub committee will be formed in 2023 to commence the review. NB consideration will be given to extending the framework to include paediatric respiratory.</p> <p>Continue to provide a limited number of scholarships for our members to attend educational events improving equity of access to education</p> <p>Continue to provide educational material through “Airways” which is published 3 times a year</p>	<p>\$6000</p> <p>\$3750</p>				



Registration						
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Maintain College Status - aligns with effective organisation	<p>Encourage membership growth</p> <p>Annual AGM and bi-annual symposium</p> <p>Encourage participation at national and international levels</p>	\$1500				

Quality, Health and Safety						
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
The College will be responsive to significant challenges or threats to respiratory health in Aotearoa/New Zealand – eg. COVID Pandemic, acknowledged inequities for Maori and Pacifica health.	<p>Recognising and responding promptly to keep College members informed and updated regarding the situation/ threat or challenge.</p> <p>Provide access to the most current resources available which will inform best nursing practice.</p> <p>Be an avenue for advice and support via the website, Member emails, Airways, Kaitiaki and committee members whichever is most relevant in the situation. Collect the experiences of those involved to inform best practice moving forward.</p> <p>Committee seeks involvement with relevant submissions as identified by NZNO or by the Committee itself.</p> <p>Encourage member involvement with relevant submissions as identified by NZNO or by the Committee</p> <p>A cultural lens will be applied to all our activity in keeping with our commitments to Te Tiriti O Waitangi and the vision of NZNO Maranga Mai</p>	\$1250				

Bargaining						
Objective	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Assist where appropriate in bargaining development pertinent to the requirements of NZNO and members of the College of Respiratory Nurses.	<p>Remain up to date on pay negotiations, working conditions, strategies and professional support options through NZNO.</p> <p>Actively support steps of the bargaining process where applicable and beneficial to College members.</p>					

Political						
Objective	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
To have respiratory health acknowledged as a priority in Aotearoa/New Zealand - this aligns with the strategic plan objective –	<p>Moving forward NZNO College of Respiratory Nurses aims to work with the new Te Aka Whai Ora, Te Whatu Ora and the National Clinical Network (once established) to ensure respiratory health is a priority.</p> <ul style="list-style-type: none"> Introduction letter and formal request to be involved in any respiratory strategy reform/review <p>With every change in Government take the opportunity to introduce the Respiratory College and outline the work we do to the new</p>					

<p>Improved Health outcomes with consideration to Te Tiriti O Waitangi commitments</p>	<p>Health Minister and other relevant MPs. Remind them that we are the respiratory nursing body of Aotearoa New Zealand and will request to be consulted with on any aspects that affect the respiratory health of New Zealanders</p> <p>Support the work of those legitimate parties/groups undertaking projects/activities that are associated with improving respiratory outcomes/disease prevention and/or respiratory health indicators, acknowledging respiratory disease as a priority in Aotearoa New Zealand.</p> <p>Contribute to and/or formulate submissions made to external bodies for example, Pharmac and MOH as relevant.</p> <p>Any mahi will consider and address current inequity in outcomes particularly for Māori, Pacific and other systemically underserved populations. (this may include low socio-economic, disabled, refugee and migrant groups in respect to respiratory health)</p> <p>Aim to ensure Primary/Community care representation on the national Committee recognising the essential role this group play in prevention, education and clinical management in respiratory health of the people of Aotearoa, New Zealand</p> <p>Advocate Respiratory Best Practice by monitoring and responding to any issues or inequities that arise.ie.</p> <ul style="list-style-type: none"> • Education • Medication products and management • Nursing respiratory services and availability 	<p>\$500</p>				
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Allies						
Objective	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Ensuring collaboration with internal and external stakeholders, this aligns with the strategic plan objective – Improved Health outcomes	Continue to approach and offer support and collaboration to groups with similar health philosophies and priorities – e.g., TSANZ- Thoracic Society of Australia and New Zealand, Australasian Sleep Association, Asthma and Respiratory Foundation, International Coalition of Respiratory Nurses, Lung Foundation NZ, Asthma NZ, Cystic Fibrosis NZ, Bronchiectasis Foundation reporting activities back to membership through Airways, Kaitiaki, our webpage, college run social media and through membership emails.	\$350 \$500				

Te Tai ao						
Objective	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4