

**The Annual Report of the
Welsh National Board for Nursing, Midwifery
and Health Visiting submitted to the
First Secretary to the National Assembly for Wales
for the period
1 April 2000 to 31 March 2001**

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Protecting the public through quality assurance of education and practice for nurses, midwives and health visitors in Wales.

In achieving this the Board will:

- promote effective education and practice through ensuring standards
- evaluate quality assurance mechanisms to inform future direction
- integrate the different approaches to quality assurance
- work with and acknowledge the contribution of all stakeholders
- Prepare nurses, midwives and health visitors to meet in collaboration with others the current and future healthcare needs for the people of Wales.

CONTENTS

		Page Numbers
SECTION 1	Chairman’s Letter to the Minister for Health and Social Services	1
SECTION 2	Report of the Work of the Welsh National Board in 2000/2001	2—24
	1. Introduction	2
	Nurses, Midwives and Health Visitors	2
	Entering the Professions	2
	Continuing Professional Development	2
	2. What the Board Does on Behalf of the People of Wales	2
	The Regulatory Framework	2
	How the Board Protects the Public	3
	Additional Functions	3
	3. Funding	3
	4. Board Members and Staff	4
	Members	4
	Staff	4
	5. Significant Developments at UK and National Level	4
	Environment	4
	Significant Influences	4
	6. Quality Assurance – The Board’s Core Business	5
	Primary Role	5
	Supporting the Course Providers	6
	Outcomes of Fitness for Practice Report	6
	Health Visiting	6
	7. Promoting Effective Education	6
	Entry to Nursing	6
	Continuing Professional Development	7
	Collaborating in Quality Assurance	7
	Annual Professional Reviews	7
	Course Approval	8
	Advising	8
	Examination and Assessment	8
	Returning to Practice	8
	Nurse Prescribing	9
	8. Teachers	9
	Courses and Students	9
	Continuing Lecturer Development	9
	Funding for Continuing Education	9
	Research Training Fellowships	10
	Research Training Fellows	10

CONTENTS

	Page Numbers
9. Working in Partnership	10
Collaboration	10
Partnership and Involvement	10
Outcome of the Review of WNB Focus and Working Groups	11
Senedd	11
Health Employers	12
10. Midwifery Supervision	12
Statutory Role	12
Providing Advice	12
11. Careers Information Service	12
Role and Trends	12
Working with the NHS	13
Careers Media	13
12. Communication	13
Board Meetings	13
Annual Report	13
Newsletter	14
Publications	14
Web Site	14
Internet	14
13. Welsh Language	14
Reporting to the Welsh Language Board	14
The WNB's Welsh Language Scheme	14
Use of Welsh in Professional Education	15
Action by the Board	16
The Future	16
14. The End of the Board and the Transfer of its Functions	16
Intentions	16
UK Change Management	16
The Legal Uncertainties Surrounding a New Body for Wales	17
Change Management Strategy	17
The WNB's Role as an Employer	17
Additional Support Systems for Staff	17
15. Management of Resources	18
Finance	18
Information Technology	18
Health and Safety	19
Human Resources	19
16. Citizens' Charter	20
17. Performance Indicators	20
18. Looking Forward	21

CONTENTS

		Page Numbers
SECTION 3	Accounts for the year ended 31 March 2001	25
SECTION 4	<i>Appendices:</i>	
	Appendix 1: Statutory Functions of the Welsh National Board	49
	Appendix 2: Education and Training Trends Since 1996	51
	Appendix 3: Activities Associated with Education and Training	53
	1. Activities Associated with Education and Training for Admission to Parts 1, 3, 5, 8, 10, 11, 12, 13, 14 and 15 of the Register	53
	2. Activities Associated with Education and Training for Recordable Qualifications, Return to Practice and the Framework	54
	Appendix 4: Approved Educational Establishments: List of Approved Courses	55
	Appendix 5: Approved Study Centres as at 31 March 2001	60
	Appendix 6: Membership of the Welsh National Board and Declaration of Members' Interests	61
	Appendix 7: Welsh Language Focus Group	62
	Appendix 8: WNB Careers Information Service	63
	Appendix 9: Performance Indicators	63
	Appendix 10: 1. Senior Officers of the Welsh National Board	64
	2. Organisational Chart	65

SECTION 1

Dear Minister,

ANNUAL REPORT 2000/2001

I am pleased to present the Board's Annual Report for 2000/2001. This report describes the work of the Board and how it has achieved its objectives as set out in the Corporate Plan. Professional regulation's prime focus must be to protect the public from harm that could be caused by the activities of the unregulated professional. The Board has contributed to this process by quality assuring the provision of pre and post qualifying education and practice for nurses, midwives and health visitors in Wales.

Recently, targets have been set for an all graduate outcome from the nursing and midwifery programmes in Wales. Additionally, educational organisations and service managers are presently involved in the development of new curricula following the recommendations of the UKCC's *Fitness for Practice* report for implementation across Wales by Spring 2002.

Nurse Prescribing will continue to be high on the agenda across Wales with many more district nurses and health visitors expected to complete courses. The National Assembly for Wales has recently confirmed continued funding for Return to Practice Courses. This action is welcomed by the Board which will continue to be involved in monitoring such courses.

Although due for dissolution in March 2002, the Board through its officers will continue to work closely with approved Higher Educational Institutions, Health Service providers and others in order to ensure that the quality of nursing, midwifery and health visiting education and practice in Wales continues to be of the highest calibre.

The staff at the WNB look forward to continuing their excellent work in the new body which the National Assembly for Wales is in the process of creating. It is hoped that the wider role envisaged will allow it to support the Assembly's strategies with even greater success than that enjoyed by the Welsh National Board.

I would like to acknowledge the hard work and commitment of the members and to thank them for their support and contribution to the work of the Board throughout the past year.

Yours sincerely



Susan V Kent
CHAIRMAN

July 2001

Report of the Work of the Welsh National Board in 2000/2001

1. INTRODUCTION

The Welsh National Board for Nursing, Midwifery and Health Visiting (WNB) is part of the regulatory structure within the UK for nurses, midwives and health visitors.

Nurses, Midwives and Health Visitors

As the largest single professional group in health care, registered nurses, midwives and health visitors make a significant contribution to the delivery of health care in Wales. The population of Wales is almost three million with an estimated additional half a million visiting for leisure and business purposes. The 31,500 nurses, midwives and health visitors in Wales, holding a current 'live' registration with the United Kingdom Central Council for Nursing, Midwifery and Health Visiting (UKCC), work within the National Health Service (NHS) and in a variety of other settings. The majority in the NHS (22,000 or 31% of the people within the NHS workforce) work directly for NHS Trusts (health care providers) in both hospitals and community services; for Health Authorities (commissioners) and Local Health Groups and indirectly for the NHS within GP practices. Nurses also work in Wales' large independent health sector within private hospitals, registered nursing homes and for charities. Additionally, numbers of nurses work in social care settings either within local government social services departments or the independent sector, including residential care and sheltered housing provision. Nurses provide occupational health services within industry and commerce and deliver care in schools, colleges, universities and the prison services.

Entering the Professions

During the year April 2000 to March 2001, the WNB student index showed just under 4,000 students being prepared for entry to the professions of whom more than a thousand would become eligible during the year for registration with the UKCC as nurses, midwives or health visitors. (See Section 4: Appendices 2 and 3.1.)

Continuing Professional Development

Amongst those qualifying, 265 had moved from an enrolled nurse qualification to a higher first level nursing qualification which allowed a higher level of practice and more flexibility within the workforce. (See Section 4: Appendix 2.) Of the many degrees, diplomas, certificates and short courses offered to registered nurses, there are some which lead to the formal recording of a qualification with the UKCC because they contain an assessed practice element. An additional 500 nurses, were indexed and/or completed these courses during the year. (See Section 4: Appendix 3.2.)

2. WHAT THE BOARD DOES ON BEHALF OF THE PEOPLE OF WALES

The Regulatory Framework

The National Assembly for Wales (NAfW) sponsors the activities of the Welsh National Board for Nursing, Midwifery and Health Visiting (WNB). As an Assembly Sponsored Public Body (ASPB),

SECTION 2

the Board is part of the UK regulatory provision. Its unique primary role is to protect the people of Wales by assuring the quality of the education, including clinical preparation/practice, of the nurses, midwives and health visitors who will work within health services. The Welsh National Board is a statutory body, set up initially under the 1979 Act and currently working within the framework of the 1997 Act (see Section 4: Appendix 1). The UK regulatory structure was formally reviewed in 1999. New legislation, which will end the current arrangements and bodies, is being taken through the legislative process and is expected to become effective from April 2002. As an ASPB, the Welsh National Board reports to the National Assembly, to the Health and Social Services Committee and is answerable to the Minister for Health and Social Services.

How the Board Protects the Public

In seeking to protect the public, the Welsh National Board works alongside the UK registration body, the UKCC, and the three other National Boards to ensure that UK standards are met within the Welsh context. The UKCC not only sets the standards for practitioners' practice and conduct but also their education, within the context of any European Community agreements. The WNB ensures that both UK and European Community professional education standards are met within Wales. The provision of nursing, midwifery and health visiting education is largely within universities and other suitable Higher Education providers although, where appropriate, the WNB offers support to the in-service education provision of health employers. Education providers must offer satisfactory resources to develop courses, before they can be recognised for this purpose by the Board. Each individual course and pathway through multidisciplinary courses must also meet with Board approval. Subsequently the quality of provision is closely monitored to ensure that it meets all agreed standards. The Board works collaboratively with all other stakeholders to ensure the provision and maintenance of quality assurance mechanisms which support, promote and deliver high quality standards of education for nurses, midwives and health visitors leading to effective and efficient practice.

Additional Functions

The Board's additional statutory responsibilities include the provision of:

- advice and guidance on the statutory supervision of midwives;
- education, both initial and continuing, for teachers of nursing, midwifery and health visiting;
- careers information for the public and the professions.

3. FUNDING

The National Assembly for Wales funds the activities of the WNB. The Board maintains a tight control on its finances and continues to demonstrate an efficient and effective use of its resources.

4. BOARD MEMBERS AND STAFF

Members

There are ten Board members including Miss Susan Kent, the directly appointed Chairman. Three executive members hold their membership by virtue of their senior managerial roles. The remaining six non-executive members are appointed, for their perspective on one or more aspects of the Board's work, by the National Assembly's Minister for Health and Social Services. For example, the one new member, Mrs Lorraine Morgan, appointed to a vacancy during the year, offers knowledge of the independent sector. Any members whose term of office was due to end during this year have had their appointments extended for the life of the Board. (See Section 4: Appendix 6.)

Staff

During the year 2000/2001, the Board continued to employ 22 staff. The staffing structure comprises the senior management team of three executive Board members, a professional advisory team of four with the remaining administrative and support staff including three who work part-time. (See Section 4: Appendices 10.1 and 10.2.) All members of staff have continued to work collaboratively and flexibly thus allowing the work of the Board to continue smoothly throughout a year when it was not possible to cover every post. The limited life of the Board appeared to affect the Board's ability to recruit the high calibre and widely experienced Professional Advisers needed within the quality assurance team. With the continued support of the schools of nursing, which were willing to consider seconding staff as part of their professional development programmes, it proved possible to cover the work of the team by appointing a Project Officer and then continuing the secondment to cover the role of Professional Adviser.

5. SIGNIFICANT DEVELOPMENTS AT UK AND NATIONAL LEVEL

Environment

The Board works in a complex world that evolves at an increasing speed. New initiatives, Government and Assembly priorities, educational and professional innovations continued to create challenges for the NHS and other health services, the universities and the professions. The outcome of professional education must be nurses, midwives and health visitors who can both meet the standard demanded by today's patients and health care providers and develop the flexibility to achieve that demanded by tomorrow's. The Board, as the lead body for nursing and midwifery education in Wales, has continued to identify and meet the changing demands of health and education. Additionally, this was a year in which anticipating the future needs under new regulatory structures became a major task. It was essential that Board members, senior management and staff used their understanding of the current structures and functions to contribute to the debates on the new regulatory framework and to anticipate the transition arrangements. The benefits of a smooth and efficient transition cannot be overestimated.

Significant Influences

Major influences on the activities of the Board during 2000/2001 included:

SECTION 2

- The National Assembly for Wales and, for the Board particularly, the strategic decisions made by the Health and Social Services Committee and policies implemented thereafter are central to the environment in which the Board functions.
- The *Regulation of Nurses, Midwives and Health Visitors: Report on a review of the Nurses Midwives and Health Visitors Act 1997* (J M Consulting Ltd 1999).
- The Government response to the review (Welsh Office Circular WHC(99)19 1999) and the establishment of the UK Change Management Group, Legislative Proposals Group and its associated Reference Group.
- The continuing work of the Welsh Review Group, set up by the National Assembly for Wales to consider, from a strategic perspective, the way forward in Wales.
- *Improving Health in Wales – A Plan for the NHS with its Partners: Implementation Framework* (NAfW 2001).
- *Creating the Potential* (NAfW 2001) The development of “*Realising the Potential*” A Strategic Framework for Nursing, Midwifery and Health Visiting in Wales into the 21st Century.
- The drive for improving quality in health care and the development of the concept of clinical governance.
- The continued development of Local Health Groups within the NHS which may play an increasingly important role with the proposed abolition of Health Authorities.
- *Fitness for Practice: The UKCC’s Commission for Nursing and Midwifery Education* (1999) – chaired by Sir Leonard Peach.

6. QUALITY ASSURANCE – THE BOARD’S CORE BUSINESS

Primary Role

The Welsh National Board’s primary role is to protect the public in Wales by ensuring that the education programmes which it validates and monitors produce nurses, midwives and health visitors who are fit for practice and fit for the purpose of delivering satisfactory standards of health care. The Board does this by ensuring both that courses have appropriate professional content and that standards of practice attained match UK and EC stated outcomes. The academic standards within education are the proper responsibility of the universities which apply their own several quality assurance processes. Wherever possible, the WNB collaborates in joint approval and monitoring activities with both internal and external university quality assurance mechanisms so as to maintain standards while minimising the impact and disruption on schools, departments, lecturers and students. The Board also demands considerable input from clinical specialists and health care employers at every stage of the development, delivery and assessment of courses to ensure that the ‘end products’, nurses, midwives and health visitors, are fit for the purpose of subsequent employment in the delivery of care.

Supporting the Course Providers

The Annual Professional Review activities of the Professional Advisory team require the continued scrutiny of curricula and proposed developments to ensure that they remain relevant to a changing world. The national perspective of the WNB staff can additionally support the academic institutions in identifying likely future demands from health services. To assist in benchmarking activities, there was a major revision of the WNB Handbook (2000), outlining policies and procedures for approved education providers and programmes. Every lecturer, involved with the delivery of WNB approved programmes and courses, receives a copy of the Handbook each year.

Outcomes of the Fitness for Practice Report

In 1999, the UKCC's Fitness for Practice Report (Chairman: Sir Leonard Peach) had recommended a redesign of the programmes for initial entry to nursing and reviewed midwifery programmes. The National Assembly for Wales had already taken forward the UKCC's recommendations via its own Fitness for Practice Strategy Group. The Strategy Group had developed, as a project, a framework within which curriculum development could take place. The project was intended to offer a systematic approach to common features in new programmes on an All-Wales basis and had led to the appointment of a Project Officer, who is housed at the WNB. This proximity allows close collaboration between the Project Officer and the WNB, as the Quality Assurance regulator in relation to fitness for practice and fitness for purpose. The WNB is also in partnership with the Higher Education Institutions (HEIs) developing the new pre registration nursing and midwifery programmes, within the framework and will subsequently have to approve the courses before they are acceptable as a route to registration.

Health Visiting

Both the Professional Advisory Team and the Board were involved in commenting on the UKCC's project on current and future regulatory issues for Health Visiting which is due to be completed by Summer 2001.

7. PROMOTING EFFECTIVE EDUCATION

Entry to Nursing

There have been few major changes within courses leading to entry to the professions during this year. There was the minor change of nomenclature at the University of Glamorgan where what was formerly called a Diploma in Higher Education (Nursing) became a Foundation Degree (Nursing) effective for all those on the course as well as future recruits. Current curricula were being reviewed as part of the preparation for the Fitness for Practice Project. This will lead to a redesign and shift in the balance within pre-registration nursing courses by reducing the Common Foundation Programme and increasing the Branch programme as that was one of the central recommendations of Peach.

Continuing Professional Development

The WNB Framework for Continuing Education, which had offered a modular route to both the Certificate and Diploma in Professional Practice for qualified practitioners, had already been adjusted in recognition of the UKCC only recognising practice linked qualifications at degree level. There was still a significant demand from both employers and members of the professions for courses which focus on clinical practice and allow a route to the Specialist Practice Qualification (SPQ) courses at degree level. In order to continue access for those who had not yet achieved diploma status the Board had developed joint awards. As in other WNB approved courses, these awards were jointly validated by the University of Wales or the University of Glamorgan along with the WNB. The process of moving to joint awards with each university, begun in 1999, was completed in this year when the University of Wales Swansea finalised its learning map initiative. This brought the fourth university into the joint award system, thus safeguarding all those who were already following a flexible modular route to a degree. The Specialist Practice Qualifications link degree level studies to assessed practice outcomes and are recordable with the UKCC, except for Health Visiting which is registrable. The schools of nursing and midwifery continued to add to the routes already available to community nurses by seeking approval for some generic qualifications, such as the Nurse Practitioner course at Swansea, and for others which included specifically focused clinical modules for specialist nurses who were likely to work in a hospital rather than a community setting. New clinical nurse specialist courses included Accident and Emergency Nursing and Intensive Care Nursing, at the University of Wales Swansea, and Tissue Viability Nursing at the University of Wales, Bangor. The University of Glamorgan added to its part-time options by developing routes to District Nursing and Community Learning Disabilities Nursing so increasing the opportunities available to those unable to access the full time courses.

Collaborating in Quality Assurance

The WNB Professional Advisory team had been gradually adjusting its schedule of Annual Professional Reviews (APRs) so that the WNB review of each approved education provider matched the University's or Higher Education Institute's internal review processes. The benefits of streamlining the cycle largely accrue to the schools which now only have to go through an annual review process, which is designed to meet the needs of both regulatory processes, once. The intention is also to ensure that WNB review processes can be linked with those of the Higher Education Quality Assurance Agency (QAA) wherever and whenever they occur. However QAA reviews are at much longer intervals than that deemed necessary when overseeing the development of clinicians with specified levels of skills so the two do not coincide often.

Annual Professional Reviews

Interim Annual Professional Reviews were completed with four schools offering entry to the professions, three offering WNB approved teacher training programmes and with one offering continuing professional development courses only. Additionally, that for the School of Health Science, University of Wales Swansea, was a full review because the one due the year before had been rescheduled to November 2000 at the request of the School. The intention was to ensure that all agreed developments and changes arising from the previous review cycle would be completed. This was partly in recognition of the fact that the original date for the Board's demise had been 1 September 2001 and therefore, 2000/2001 would have been the last complete year for review purposes. The new date for the demise was the end of March 2002 which would allow another full

SECTION 2

year of review activities. There would be full annual reviews in 2001/2002 of every course provider as by then the alignment of the joint review process would have been completed for each of the eight approved education institutions and three franchisees. The focus within the review round for 2001/2002 would be clinical placement audit.

Course Approval

Every course or module which leads to a WNB qualification, joint qualification or is part of the route to a qualification is formally approved. The level of approval can vary from that requiring a formal presentation to a meeting of the Welsh National Board to those where approval has been devolved to the WNB Professional Advisers with notification to the Board. Any course which leads to entry or re-activating an entry to one of the parts of the Register requires full Board approval. Modules which are within jointly approved qualifications may be approved by the Professional Advisers. A list of approved HEIs with their approved courses is shown at Section 4: Appendix 4.

Advising

As well as formal visits for quality assurance purposes, the WNB Professional Advisers were often invited by education providers to become involved in the development of courses and modules. This type of activity could range from an informal conversation with a tutor, educational manager or course development team to participating in formal scoping exercises or advising how to ensure that all necessary elements were within a course approval presentation. The differentiation between advising and approval activities has to be strongly delineated so that the maximum benefit of the experienced Professional Advisers can be available to education providers without compromising the objectivity of the approval function.

Examination and Assessment

Another form of quality control is that exercised within the examination and assessment function. The Board has ensured that, when any course is re-approved or redesigned, it leads to either a joint award from one of the universities in Wales with the WNB or it leads to an approved qualification which demands success within the academic field as a precondition to the WNB professional qualification. So diplomas and certificates can be jointly awarded whereas degrees can only be awarded by universities but the professional qualification will only be awarded once the degree has been achieved. Every qualification is either jointly awarded or closely linked, with the exception, currently, of those awarded to enrolled nurses converting to a higher level, which, it is planned, will be brought into the joint approval arrangements during 2001/2002. External examiners are appointed by the universities or Higher Education Institutions (HEIs) after they and the Welsh National Board have approved. During this year the Board and education providers jointly reviewed the role of the external examiners for the Joint Awards and the Board's involvement in their preparation. The streamlined arrangements agreed have incorporated into the WNB Handbook (2001) and the future strategy has also been agreed and put in place. As part of the ongoing review process, external examiner's reports are submitted to the Board as well as to the HEI and WNB Professional Advisers attend meetings of Examining Boards.

Returning to Practice

Return to Practice programmes became mandatory in April 2000 for those returning after a substantial break. The first WNB approved course was already in place in Swansea by April 2000. By April

SECTION 2

2001, all the five schools, which offer courses for initial entry to the professions, had developed courses and been approved by the Board and an additional franchised course had been approved in Pembrokeshire. The courses have allowed 47 practitioners to return to the UKCC's live register and so become eligible to practise and work in Wales. All of the Return to Practice courses result in Higher Education credits so returners have reactivated their continuing professional development programmes as well as their practice skills. Collaboration between the National Assembly, the Board, the schools and service providers throughout the development of the Return to Practice Programmes meant that each met the agreed national standard for Wales.

Nurse Prescribing

The Nurse Prescribing programmes, developed on an All-Wales basis and to an agreed All-Wales standard via a strategy group set up by the National Assembly for Wales, began to be delivered throughout Wales during the year. Those community nurses completing courses satisfactorily also achieved Higher Education credits at level two (diploma). This completed the work which the Board had begun in 1993 when it prepared the university lecturers to develop and deliver such programmes.

8. TEACHERS

Courses and Students

In this time period, three Higher Education Institutions continued to meet their conditions for approval to offer initial teacher training for nurses, midwives and health visitors. Each institution offered a part-time generic Post Graduate Certificate in Education (Further Education). One of these approved institutions additionally offered the course on a full time basis. A franchise arrangement to a college in Carmarthen exists for another institution. Nurses, midwives and health visitors are able to utilise these generic courses in order to achieve a UKCC recorded teaching qualification provided the course offers appropriate specialised modules, teaching experience and supervision. In addition to this two other Higher Education Institutions offered Teachers in Higher Education schemes for their own teaching staff members, which were also approved by the Board. The WNB provided, on behalf of the National Assembly for Wales, financial support for initial teacher training and teacher development for existing teachers of nursing, midwifery and health visiting during this period. During the year sixteen individuals indexed with the Board, sixteen successfully completed an approved course, leaving eighteen individuals active on the Board's training index database.

Continuing Lecturer Development

The Board has continued again this year to make funds available to support the main education providers to either offer a range of workshops to facilitate development opportunities for both staff and clinical colleagues, or to support the attendance of staff at key events across the UK.

Funding for Continuing Education

At the outset of the year in review, the Board was given £25,000 instead of its usual allocation of £75,000 by the National Assembly, to facilitate both workshop activity and initial teacher training courses. However, the Board was able to add to this £25,000 from its previous year's underspend. Later in the year however, the National Assembly was able to provide the Board with an additional

SECTION 2

£25,000. This, in combination with the monies found by the Board, meant that the overall spend within this area could reach previous levels by the end of the year.

Research Training Fellowships

The WNB Research Training Fellowships began in 1995. The purpose was to increase the research skills of teachers in order to improve the teaching and application of research, thereby encouraging evidence based care. Each fellowship runs for one year. The focus of the research skills training is facilitated through a project investigating an issue in education and practice. The fellowships were a partnership between the Board which offered some funds and monitored the fellowships, schools of nursing and midwifery which selected the fellow and provided study release and nursing research departments which provided the training programme. In 2000/2001, there was funding for five nurse teachers and a midwife teacher.

Research Training Fellows

The six 1999/2000 Research Training Fellows presented their reports to an invited audience in July 2000 in Cardiff Bay. The Board subsequently published *The Development of Professional Practice Occasional Paper 5* in March 2001. This bilingual paper was distributed widely throughout Wales and beyond. This will be the last in the *Occasional Paper* series for reasons explained below. The Board funded a further six Fellows in 2000/2001 which will be the last year of the WNB Fellowships. It is hoped that the initiative has proved valuable enough for further support to continue something similar after the Board's demise. The previous Fellowships ran from April to March whereas the 2000/2001 Fellows started in September 2000 to match the academic year. When their Fellowships were arranged, the Board's final date of existence had been the 31 August 2001 so no plans were made either for a presentation of their reports or for the WNB to publish.

9. WORKING IN PARTNERSHIP

Collaboration

The Welsh National Board works collaboratively with a variety of partner organisations in many areas of its work. The possibility of close understanding benefiting shared goals and processes has long been one of the advantages of working within Wales. Working on the interface of health care provision and Higher Education, as any organisation involved with the education of health care professionals does, affords insights which can be useful in a variety of forums. WNB staff and Board members have ongoing relationships with the many layers of those working in, serving and being served by a range of organisations. Some of the networks and collaborations which relate to the Board and its work and are related to by the Board include committees, working groups and individuals involved with the National Assembly for Wales (NAFW); Higher Education; the NHS; the independent health sector; social services providers; patients' and service users' forums; careers, employment and training networks.

Partnership and Involvement

There have been a variety of collaborative ventures which have advantaged the people of Wales for whose ultimate benefit all the work of the Board is directed. During 2000/2001 the WNB:

SECTION 2

- Contributed to progress on the development of nurse, midwifery and health visiting consultant posts through the Chief Nursing Officer's Working Group, which in its turn has informed the work on developing other health professional consultants.
- Contributed to the setting up of NHS Direct through regular input to the National Assembly for Wales Uni-Professional Group and continued the relationship with a lecture by the Director – Quality and Standards on continuing professional development to the nurses employed.
- Supported the establishment of the Care Council for Wales and the regulation of health care support workers through the Chief Executive's membership of the National Assembly for Wales Task Group on Raising Standards in the Workforce and the CCETSW/TOPSS Registration and Inspection Wales Steering Group through a Professional Adviser chairing the Education and Training Sub Group.
- Helped to promote the outcomes of the Royal Commission for long term care through a Professional Adviser chairing the Educational and Training Sub-Group.
- Offered Professional Adviser input to the NafW Breastfeeding Forum.
- Continued Professional Adviser membership of the Welsh Nursing and Midwifery Committee.
- Participated in the Chief Nursing Officer for Wales' Cabinet Group through the membership of the Director — Quality and Standards.
- Continued interaction with Cyngor, the Welsh forum for schools of nursing, midwifery and health visiting.

Outcome of the Review of WNB Focus and Working Groups

A consultancy was used to review the external contacts networks used by the Board to inform its work in the past and to recommend a way forward. The report was put before the Welsh National Board meeting in June 2000 and the professional team was asked to recommend future arrangements. The Professional Advisers within the team recommended that they should continue to use the existing networks available through their attendance at a wide range of groups. In addition, they would continue to establish working groups to undertake specific, time limited tasks, such as, assisting with the response to Assembly documents. They would also investigate the use of both teleconferencing and video conferencing. The team's recommendations were accepted by the members at the December 2000 Board meeting.

Senedd

The Board was active in contributing to and participating in the staging of four highly successful Senedd events across Wales. As in previous years these proved to be well attended and highly successful. These events, which are sponsored by a wide range of government, health, education and membership organisations, offer the opportunity for any nurse, midwife or health visitor to listen to a keynote speech offered either by a leader of the profession or someone else with a significant viewpoint. Thereafter there are opportunities to contribute to the formal debate and to network informally.

Health Employers

The WNB offers support to health employers which want their in-service education and continuing professional development programmes kitemarked. The WNB Professional Advisory Team visits the health care provider to ensure that resources for learning and training including appropriately qualified staff have achieved the Board's Study Centre standard and to advise on programmes, courses and study days offered. Formal annual visits take place thereafter both to ensure that standards are maintained or improved and to offer advice where needed. The recent reorganisations of NHS health care providers have tended to reduce the number of employers involved through the amalgamation of several previous study centres into larger ones. However, there are currently 22 approved Study Centres including a nursing agency and a renal therapy service, from within the independent sector, which were approved during the year. See Section 4: Appendix 5.

10. MIDWIFERY SUPERVISION

Statutory Role

The Board is required to provide Local Supervising Authorities (LSAs) in Wales with advice and guidance on matters relating to the statutory supervision of midwives. The five Health Authorities in Wales are currently each designated as an LSA. Each LSA has appointed, on a part-time basis, a Lead Supervisor of Midwives with delegated responsibilities in relation to supervision processes. The Lead Supervisor also provides advice and information to the Health Authority on the requirements for statutory supervision of midwives and on midwifery issues generally.

Providing Advice

The Professional Adviser (Midwifery) formally visits each LSA annually and continues contact by letter and telephone throughout the year. Additionally, she attends Supervisor of Midwives meetings within each Health Authority. Future arrangements for advice and guidance to LSAs following transfer of this function to the new Nurses and Midwives Council is a common agenda item across Wales. The WNB holds an annual workshop for Supervisors to assist them to comply with the statutory arrangements for updating. The theme of this year's workshop was 'Taking the lead to share best practice and use evidence to enhance practice'. In 2000/2001 there were 94 Supervisors of Midwives in Wales. There were no areas in Wales that did not meet the 1:40 ratio of Supervisor of Midwives recommended by the UKCC. Some areas had a ratio as good as 1:10.

11. CAREERS INFORMATION SERVICE

Role and Trends

The WNB's statutory responsibilities include the provision of careers information for both those seeking to enter the professions and those wishing to continue their professional development after qualification. The growth in careers enquiries, which previous years showed, has reduced slightly overall (see Section 4: Appendix 8). However telephone calls directly to the Board have gone up by 8% and written enquiries by 10%. The requests from other agencies for Welsh literature have remained stable but for the second year running there has been a reduction in requests for English

literature about entry to the profession. One reason for the reduction has been the minimising of waste through more efficient targeting by and with the events organisers and careers advisers who pass WNB careers information on to those making enquiries. Another has been that the availability of all WNB careers literature on the web site has reduced demand for hard copies from some categories of correspondent. There has been a steady increase of 12% in the number of contacts from qualified professionals seeking information on educational opportunities to support their career development plans (see Section 4: Appendix 8).

Working with the NHS

The Board continues to work closely with the NHS Wales Human Resources Division of the National Assembly for Wales to identify trends and anticipate demands from those seeking to enter the professions, from those seeking to develop their careers in Wales and from NHS and independent sector employers. One example of the way this relationship works would be in attracting applicants to return to practice courses. From January 2001, several media interviews by the Assembly's Minister for Health and Social Services and an advertising campaign run by the NHS in England resulted in increased contacts from qualified practitioners seeking to return. The Board was able to supply literature which combined information on funding and job vacancies from the Assembly with summaries of course outlines and availability within the universities together with employment contact details for health employers.

Careers Media

The Board continued to supply literature in bulk for large careers events. The Careers Information Manager continued to target information or write articles to meet the publishing demands of various commissioning editors seeking to update reference books or other media and to produce special careers editions of magazines or newspaper supplements. The Director – Quality and Standards or Professional Advisers would also be commissioned to write careers articles for professional journals and they were involved in making presentations to groups of nurses, midwives and health visitors on continuing professional development.

12. COMMUNICATION

Board Meetings

The formal quarterly Board meetings continued to take place in open session. Although anyone is welcome to attend, it has been mostly members of the professions who do so. The Board usually meets at its headquarters in Cardiff except for one meeting a year which is taken outside Cardiff so that nurses, midwives, health visitors and other stakeholders have a local opportunity to meet Board members and officers and to see how the Board makes its decisions. Unfortunately the fuel crisis in Autumn 2000 meant that the scheduled visit to North Wales had to be cancelled at the last minute and the meeting reverted to Cardiff.

Annual Report

The Annual Report and Accounts are published on the web site as well as in hard copy. The distribution includes stakeholders in professional education and health care providers and purchasers

SECTION 2

as well as a range of other ‘interested parties’ such as the National Audit Office, government departments and agencies, academics and national libraries.

Newsletter

Newyddion, the WNB’s bilingual newsletter, continued to be published three times in the year. Almost 9,000 copies are distributed via 2,000 addresses. The co-operation of health employers, senior nurses and their support staffs has allowed the distribution network to deliver the maximum number of copies at a minimum cost. The content of Newyddion has focused on educational issues for different sections of the professions and changes at the Board and in the regulatory system.

Publications

The Board has a policy of formally reviewing all publicity information and guidance information to ensure that everything published is current. In practice, this means that only exceptional documents will have a life of longer than two years and most will have been re-issued earlier because of some systematic change in circumstances. So, some careers information is updated on a monthly basis or weekly if needed. Other information, such as the WNB Handbook, which gives advice and guidance on policy and regulations, is reviewed and updated annually. All publicity material is updated at every material change and is formally reviewed annually to ensure the format remains relevant to the demands of its audiences. All information is available in both English and Welsh or is published bilingually with the exception of that aimed at overseas enquirers.

Web Site

Every document published is posted to the bilingual web site, so publication is as near simultaneous as resources allow.

Internet

The Board’s staff use email internally and externally whenever appropriate. Every member of staff has an email address and has received computer and software training to maximise their time and the resources of the Board when communicating.

13. WELSH LANGUAGE

Reporting to the Welsh Language Board

During the year the WNB made its second formal annual report to the Welsh Language Board on the ongoing implementation of the WNB Welsh Language Scheme (1998). The WNB provided a comprehensive report to the Welsh Language Board along with a range of examples to demonstrate progress made. In addition, the WNB was able to confirm that all targets contained within the Scheme had been achieved. This second annual report was sent to the Welsh Language Board in June 2000.

The WNB’s Welsh Language Scheme

The implementation of the WNB’s Welsh Language Scheme has included:

SECTION 2

- The ongoing presentation of a bilingual corporate image.
- All current publications being bilingual, with the exception of some careers information intended for distribution elsewhere in the UK or overseas.
- The simultaneous publication in Welsh and English of all careers information intended for the home market with every enquirer contacting the Board from a Welsh address automatically being sent careers information packs in Welsh and English.
- The Board's bilingual web site has been re-designed with the majority of documents available in both languages. The web site continues to be developed and expanded with due cognisance of the Welsh Language Scheme.
- The WNB Handbook, which is the Board's rules and regulations, was produced bilingually for the first time during 2000/2001.
- Recommendations on the Welsh language responsibilities for the new body in Wales (to replace the WNB) have been made to the National Assembly for Wales.

Use of Welsh in Professional Education

A practice approach to Welsh education in nursing, midwifery and health visiting has been undertaken during the year by the professional advisory team. Examples are:

- the professional team have sought to establish the status of Welsh Language Policies in each of the main educational establishments in Wales providing nursing, midwifery and health visiting education;
- copies of policies, where finalised, have been obtained and contact made with named Welsh co-ordinators;
- the Annual Professional Review process (APR), which is the formal quality assurance process undertaken between the WNB and each educational establishment each year, has taken the opportunity to update/discuss provision for Welsh education.

The majority of developments are in Bangor, for example:

- student assessment documentation in Welsh;
- placing Welsh speaking students in Welsh speaking areas;
- some bilingual teaching in pre-registration midwifery courses;
- handouts available in Welsh (midwifery).

Action by the Board

The following initiatives were developed in support of Welsh medium teaching:

- the Professional Team have drawn up draft criteria which they plan to use as part of the APR process at each institution;
- the Professional Team has raised the issue of the delivery of education in Welsh at curriculum planning and/or approval visits;
- bilingual education initiatives have been raised and discussed at the Midwifery Focus Group meeting;
- the WNB Business Plan for 2000/2001 contained a specific action to establish the level of need for Welsh nursing, midwifery and health visiting education.

In order to achieve this, a Welsh Language Focus Group was established. (See Section 4: Appendix 7.) The main aim was to estimate numbers of pre and post registration nursing and midwifery students who would wish to have the opportunity for bilingual provision in their educational programmes and establish the number of teachers and assessors who can deliver bilingual educational programmes. Results of the initial work of this group are being finalised.

The Future

The WNB Welsh Language Scheme (1998) is due for review at June 2001 and the Welsh National Board looks forward to working with the Welsh Language Board on a review and establishing a revised Scheme.

14. THE END OF THE BOARD AND THE TRANSFER OF ITS FUNCTIONS

Intentions

The current regulatory framework of the United Kingdom Central Council for Nursing, Midwifery and Health Visiting and the four National Boards is scheduled for abolition by the end of March 2002. Legislation is progressing to replace it with a single UK statutory body, the Nursing and Midwifery Council (NMC), assisted in each country in a potentially different way. In Wales, the National Assembly for Wales has already expressed its wish for a new body which could undertake quality assurance on behalf of the new NMC and additional functions on behalf of the Assembly. The membership of the shadow NMC was beginning to take up its responsibilities in May 2001.

UK Change Management

During this year, the UK Change Management Group recognised that it was not possible to achieve the target date of closure of the Boards and the UKCC (31 August 2001) and the revised date of 31 March 2002 was adopted. The Chief Officers (Executive Board members) and relevant members of the senior management team have participated in Steering Groups at UK level. This activity ensures

SECTION 2

both that there is a Welsh dimension to the UK deliberations and that information is brought back to be shared with Board members and staff as soon as possible. The effective information sharing at WNB level has, in turn, informed the UK processes of change.

The Legal Uncertainties Surrounding a New Body for Wales

The National Assembly for Wales, has given its opinion that, in view of the successful and effective ways the Board has worked in the past, a new body is desirable. The Health and Social Services Committee and, in particular, the Assembly Minister for Health and Social Services has expressed support not only for a continuation of some of the present work of the Board but also for a widening of the functions and responsibilities currently undertaken by the Board on behalf of the Assembly. However there have been setbacks which have arisen out of the legal limitations which the Assembly faces when setting up new bodies. Initial investigations identified that the successor body could not be a Special Health Authority. The most recent aim is to establish an Assembly Sponsored Public Body but UK legislation is required so until it is successfully enacted other alternatives remain possibilities. However, the National Assembly did agree to the Golate House lease being extended beyond April 2002.

Change Management Strategy

All members of staff at the Board have been involved in collecting information which will allow the preparation of costings on the implementation of the results of the change management process. This is to ensure that an appropriate level of funds would be available to aid effective implementation. Although some initial work was done on estimates, the systems set up should offer more detailed and accurate information.

The WNB's Role as an Employer

During this period of uncertain change, the management of the Board have shared all information received from a variety of sources with every staff member. This has been done by issuing memos which outline current progress with supporting papers as soon as the information comes to hand. Staff have received the same amount of information as Board members. As well as an 'open door' policy for any queries which might arise once information is shared, regular meetings have been arranged for all staff to discuss the implications. Management at the Board have continued to work closely and collaboratively with the recognised trade unions via the Joint Negotiating and Consultative Committee. Issues which arise out of any such proposed transfer of functions and staff, such as the Transfer of Undertakings (Protection of Employment) legislation (TUPE), legal issues and pension issues have been continuously reviewed with all interested parties.

Additional Support Systems for Staff

In order to assist individual members of staff with their planning for a certain period of change with uncertain outcomes, the Board has offered a variety of support mechanisms. As an education body, the Board has continued to facilitate and support those employees seeking to achieve formal academic qualifications which will enhance their continuing professional development. As an employer which seeks flexibility, adaptability and a high skill level from its staff, the Board has encouraged all its staff to become familiar with a wide variety of software packages and, those that wish, to achieve internationally recognised qualifications. Careers assessment and counselling has also been made

SECTION 2

available for every member of staff to assist them in identifying both their personal goals and likely future opportunities which the current period of change may offer.

15. MANAGEMENT OF RESOURCES

The Board continues to observe the best practice guidelines issued to Assembly sponsored public bodies and, in addition, has achieved the following.

Finance

As well as demonstrating efficient and effective use of resources,

- clean internal and external audit certificates were received during the year.
- books were balanced
- value for money procedures were applied to all purchase procedures
- computerised Finance Systems were reviewed but bankers are unable to accommodate the proposed ISDN link and so no changes were made
- the following performance values report on compliance with The Late Payment of Commercial Debts (Interest) Act 1998; inter alia, the Act specifies a norm for payment within 30 days of invoice delivery:

	2000/2001	1999/2000
	%	%
payment on time	98.86	98.72
within seven days of due date	0.57	0.23
within three weeks of due date	0.43	0.35
over three weeks	0.14	0.70

No interest was charged by Board suppliers for late payment.

Information Technology

Development of the WNB information technology facilities continued, including,

- all staff having access to a computer and most finding it an essential work tool.
- access being enhanced by the IT training provided for staff.

SECTION 2

- several administrative staff beginning the new European Computer Driving Licence (ECDL) qualification with a 100% success rate on the modules taken.
- increased working via the intranet in house and widening access to shared databases.
- new software being purchased to prepare for the new body and to assist in change management processes.
- the WNB bilingual internet web site being constantly updated and redeveloped.
- email and access to the web site offering more efficient communication for some correspondents.

Health and Safety

The Health and Safety Commission Strategy Statement issued in June 2000 – *Revitalising Health and Safety* – included a requirement for all public bodies to summarise their health and safety performance and plans in their Annual Reports.

The Board is pleased to report that it meets all legal requirements in relation to its policy and assessment of risks:

- It maintains and updates, where necessary, the Health and Safety Policy and Procedures annually.
- All staff are provided with current Health and Safety Policy and Procedures.
- All Health and Safety matters identified are dealt with speedily.
- All WNB staff have access to eyesight tests and spectacles are provided where necessary for Visual Display Unit (VDU) use.
- There have been no major incidents during the year or any reportable injuries, diseases or dangerous occurrences under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations, 1995).

The Board works closely with the Health and Safety Executive (HSE), its landlord's agent and the WNB trade union representative on all Health and Safety matters.

Human Resources

In addition to the continuous updating of staff on the progress made towards the restructuring of the statutory framework for professional regulation, which is the outcome of the recent Government review:

- A Careers Guidance and Outplacement Service was provided to staff leading up to the dissolution of the Board.

SECTION 2

- Jean White – joined WNB on development (four months) and then on secondment as a Professional Adviser from the School of Health Sciences at University of Wales Swansea from 1 January 2001.
- The staff appraisal and development system achieving its objectives for the year with every staff member being reviewed and performance objectives and development plans being identified and agreed for the following year.

16. CITIZENS' CHARTER

The Board continues to monitor and improve its levels of service by working to specific standards of performance. In 2000/2001 the Board received three communications which might be perceived as complaints although they did not state that they were making a complaint against the Board. During the same period twenty nine compliments were received: four letters, and twenty five emails. WNB staff are committed to giving a high quality of public service and work to the following response targets which were achieved in 2000/2001:

- Turnaround time for course approvals from receipt of submission to the confirmation of the result is two calendar months.
- Turnaround time for Study Centre Accreditation from receipt of the completed application form to the confirmation of the result is two calendar months.
- Follow-up reports on Annual Professional/Quality Assurance Reviews and Local Supervising Authority Visits are completed within 20 working days.

17. PERFORMANCE INDICATORS

Following discussion between the Board and its sponsor, the National Assembly for Wales, three performance indicators had been agreed for 2000/2001:

- responding within seven days to requests for careers information;
- approving education providers and courses in line with Board criteria;
- undertaking an annual professional/quality assurance review with four education providers.

Annual Professional Reviews have been rescheduled to coincide with university internal quality assurance processes in order to limit the resources education providers would have to devote to repeated quality assurance events while maintaining the same level of quality assurance activity. Further information on the past year's performance can be found at Section 4: Appendix 9.

18. LOOKING FORWARD

The Welsh National Board's role of advising on, approving and monitoring professional education; giving advice on midwifery supervision and providing careers information will now continue for one more complete year up to the end of March 2002 because the date for its demise has been moved back seven months. From April 2002, responsibility for many of the current activities of the Board will pass either to the new Nursing and Midwifery Council based in London or, for those activities which the National Assembly for Wales wants continued in Wales on its behalf, to a new body in Wales. The full handover of work is not likely to be completed for some time after March 2002 as currently there is a strong recommendation from the UK Change Management Group that some activities are continued within Wales for specified periods after responsibility has been transferred. One of the aims of this recommendation is to ensure a smooth transfer of activities relating to regulation such as the quality assurance of professional education and the indexation of students for courses which lead to entries on the professional register. The Board's key priorities in 2001/2002 are to:

- focus the 2001/2002 Annual Professional Reviews of approved education providers on clinical environments and manage the pressures that this will bring to the professional advisory team;
- facilitate the approval of new pre-registration courses for nurses and midwives (Fitness for Practice courses) at all five schools (to begin Spring 2002);
- introduce the new UKCC standards for initial preparation of teachers of nursing, midwifery and health visiting (March 2000) by September 2001;
- facilitate the development of more Specialist Practice Qualification degree courses and approve those which reach the required standard;
- continue to collaborate on the planning of Senedd events and continue to provide the majority of administrative support;
- review and update the bilingual WNB Handbook, the policy manual for quality assurance;
- develop a change management strategy for the Board;
- continue to develop links with the Quality Assurance Agency to facilitate joint review events;
- facilitate the use of the Welsh Language in the process of quality assurance and educational provision;
- involve more health care providers in the NHS and independent sector (private and voluntary) in seeking approval as WNB Study Centres;
- provide clear and accurate information to all stakeholders about the quality and standards of nursing, midwifery and health visiting education in Wales;
- promote the concept of life-long learning;

SECTION 2

- work with the UKCC and our successor body, the new Nursing and Midwifery Council, to promote and develop standards to meet the needs of Wales;
- involve the public and consumer interests in the promotion and improvement of standards education and practice;
- hand over statutory functions to the new Nursing and Midwifery Council on the appointed day;
- develop a strategy for continuing the core activities of the Board on behalf of the Nursing and Midwifery Council during the transition period (April 2002 to March 2005);
- develop processes to facilitate the Board's closure and the successor Welsh body's work to proceed smoothly.
- close the WNB at 31 March 2002 effectively while meeting all appropriate legal, financial and moral obligations and hand over resources to the successor Welsh body effectively;
- continue to ensure that staff involved in the closure of the WNB and the transfer to the successor Welsh body are developed and equipped to deal with both the changes and the processes of change;
- use public funds efficiently and effectively;
- work collaboratively with all staff and their trade unions to maintain the open and transparent approach to managing change which has been recognised as a strength of the Welsh National Board to date;
- communicate effectively with all stakeholders to ensure that the future legislative and organisational changes are recognised and understood.

As the Welsh National Board for Nursing, Midwifery and Health Visiting faces the final year of its twenty-two year life, it is worth revisiting core values to ensure that these are carried forward both to its end and on into the future successor bodies. When the Board was created there had been no previous Welsh body for nursing, midwifery or health visiting. All of its predecessors were UK bodies or ones whose remit covered England and Wales. Many of those involved in professional regulation at the time were just moving on from treating Wales as the fifteenth English region towards an attitude which encompassed fourteen English regions and the Principality. The Board took over its legal responsibilities on 1 July 1983. It had been well served by its shadow body as well as its predecessors and the transfer was smooth.

The Board is now operating in a different world. The National Assembly for Wales is well established and has brought a political dimension to decision making about the NHS in Wales which was previously lacking. We have seen a huge growth in the independent health sector. There is much closer collaboration between the different professions which work together within health and between those working in health and social services. The changes in health have been immense. The attitudes of patients have moved on even further from one of ignorant gratitude to educated partnership. Many have expectations of highly focused clinical services instantly available on demand. We have also

SECTION 2

seen the welcome growth of consumer representation, which allows those designing and delivering care to gain a wider understanding of what patients and their families and carers want. At the same time the rate of technological change within health has meant that intervention can be targeted more effectively. There has been a growth in the delivery of primary care, which has partially reflected demographic changes.

Nursing and midwifery education joined health visiting in the Higher Education sector. The academic level of training has been raised without any reduction in the amount of time spent on the practice elements of programmes. The practice element of professional education is now educationally led, with students being surplus to the workforce, whereas formerly there was a strong commitment to the delivery of the service which could conflict with the educational needs of the individual student. There has also been an increasing demand for evidence based care, to ensure that all care delivered is based on current and relevant research. This is reflected within professional education both for those entering the professions and those already qualified who are developing their skills and knowledge at a higher or deeper level.

Throughout its life, the Welsh National Board has valued co-operation and collaboration. The Board has striven to ensure that the workforce needs of health employers were understood and supported by appropriately designed professional education. In working with the educationalists who deliver courses, the Board has sought to recognise and highlight best practice while ensuring that UK and EC standards are met in ways which are helpful to the special needs of Wales. The purpose of professional regulation is the protection of the public. Maintaining the quality of professional education is a primary element in the professional regulation of nurses, midwives and health visitors in Wales. The system must ensure that both those who enter the professions and those who achieve specialist qualifications have reached specified standards of practice. In working in partnership with key stakeholders: the National Assembly for Wales, the users of health services, the employers, the education providers and the professions being regulated, the Board recognises the value of its networks. These ongoing relationships ensure that the Board works in the full knowledge of current needs and provision as well as being involved from the outset in future plans and developments. By continuing its activities in support of the delivery of health care, the Board will foster the continuance of appropriate professional education. Nurses, midwives and health visitors must not only be competent to practise on qualifying but also educated to develop within an ever-changing world. The Welsh National Board for Nursing, Midwifery and Health Visiting will continue to work collaboratively with all its partners to ensure that the needs of the people of Wales will be met by appropriately prepared practitioners. Practitioners who value scholarship along with evidence-based practice, who value team-working and clinical responsibility and who, above all, put patients with their families and carers at the centre of health care provision for Wales.

Additionally, during this its final year of life, the Board will work to facilitate a seamless transition of relevant functions, resources and responsibilities to both the new Nursing and Midwifery Council, the future UK regulatory body, and to the successor body in Wales.

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ACCOUNT OF THE WELSH NATIONAL BOARD FOR NURSING, MIDWIFERY AND HEALTH VISITING FOR THE YEAR ENDED 31 MARCH 2001

Foreword

Account for the year ended 31 March 2001 presented in accordance with Section 18 of the 1997 Act.

1. Statutory Background

This is the twentieth statement of account of the Welsh National Board for Nursing, Midwifery and Health Visiting, covering the year ended 31 March 2001. The Account has been prepared in a form directed by the National Assembly for Wales with the approval of Treasury, in accordance with Section 18(1)b of the Nurses, Midwives and Health Visitors Act 1997. A copy of the Accounts Direction for the Board may be obtained from the Board's Finance Manager (Tel: 029 2026 1400).

The Board is one of four National Boards, which were established by Section 5 of the Nurses, Midwives and Health Visitors Act 1979. Section 1 of the 1979 Act established the United Kingdom Central Council for Nursing, Midwifery and Health Visiting (UKCC), which together with the National Boards, created a five body framework for the regulation of nurses, midwives and health visitors in the United Kingdom. The UKCC and the National Boards replaced, approximately ten former statutory and non statutory organisations, which collectively had similar responsibilities.

The UKCC's functions included establishing a Register of qualified practitioners, and setting standards for education and practice. The National Boards were charged, inter alia, with ensuring these standards were met and maintained, and investigating allegation of professional misconduct. The Boards and the UKCC assumed their responsibilities as at 1st July 1983.

As a result of the 1992 Act, implemented from 1 April 1993, all professional conduct activity was transferred to the UKCC, with the majority of their members elected by the professions, whereas the previously elected Boards became bodies whose membership is appointed by the relevant national authority. The 1979 Act was amended by the 1992 Act and both were consolidated in the 1997 Act.

2. The functions and activities of the Welsh National Board

The current functions of the Board are:

- (a) The approval of institutions in relation to the provision of:
 - (i) courses of training to enable persons to qualify for registration as nurses, midwives or health visitors, or for recording additional qualifications in the Register; and
 - (ii) courses of further training for those already registered.
- (b) Ensuring such courses meet the requirements of the UKCC, as to their kind, content and standard.

SECTION 3

- (c) The holding or arrangement for others to hold such examinations as are necessary to enable persons to satisfy the requirements for registration, or to obtain additional qualifications.
- (d) Collaborating with the UKCC in the promotion of improved training methods, and perform such other functions relating to nurses, midwives, or health visitors as the National Assembly for Wales may by order prescribe.
- (e) The provision of advice and guidance to the relevant authorities regarding the local supervision of midwifery practice.
- (f) The provision of, or arrangement for other to provide, courses of education for persons intending to become teachers of nurses, midwives or health visitors, and further courses of education for persons so qualified.
- (g) Making available to the public information about careers in the professions of nursing, midwifery and health visiting in Wales.

The National Boards discharge their functions subject to, and in accordance with, any applicable rules of the UKCC, and take account of any difference in the considerations applying to the different professions.

3. Results

The Board is funded mainly by grant in aid, administered by the National Assembly for Wales. The expenditure is applied to two main activities, teacher training for nurses, midwives and health visitors, and the Board's other functions.

The Board produced a deficit on its ordinary activities for the year of **£25,051** (2000 deficit £2,001), this was after the inclusion of a Notional Cost of Capital Charge of **£6,016** (2000 £7,441). After adjusting the deficit by the retained surplus from previous years, the retained surplus carried forward was **£23,120** (2000 £47,092). The total of Government funds in use by the Board at 31 March 2001 was **£84,483** (2000 £116,056).

The result for the performance target set by the National Assembly for Wales for the percentage of Government Grant carried forward by the Board at the year end is:

	2001	2000
Target	2.00%	4.46%
Actual	2.00%	4.10%

SECTION 3

4. Board Members

The National Board for Nursing, Midwifery and Health Visiting for Wales shall consist of ten members, of whom seven are appointed by the Health and Social Services Minister at the National Assembly for Wales, and the Chief Executive and two executive members were specified by the Secretary of State for Wales.

The 1997 Act specifies that the Chairman and a majority of members shall be registered nurses, midwives, or health visitors; the tenure of membership is normally four years. Executive members remain in office as long as they retain their posts as officers of the Board. Remuneration of members is dealt with at note 5 to this Account.

The list of members is set out under note 15 to this Account.

5. Related Party Transactions

The Board is a public body sponsored by the National Assembly for Wales. During the year the Board has had a number of material transactions with the Assembly in the normal course of its business. In addition, the Board has had a number of various material transactions with other bodies, either wholly or partly funded by central Government. The list of these bodies is set out under note 14 of this Account.

The Board maintains a register of members' interests. During the year none of the Board members, senior personnel of the Board, or other related parties has undertaken any material transactions with the Board. Members of the Board who are also members or senior staff of other bodies, either wholly or partly funded by central Government, are set out under note 15 to this Account.

6. Losses and Gifts Registers

The Board maintains registers for losses and gifts. No items recorded during the year are considered material for the purposes of disclosure in this Account.

7. Board Employees

Details on the number and category of employee are set out under note 5 of this Account. The Board complies with the Disability Discrimination Act 1995.

8. Audit

The Auditor General for Wales has been appointed by the National Assembly for Wales to audit the Board's Account. The audit report and certificate are shown on pages 31 and 32 of this Account. Messrs Grant Thornton of Cardiff are the Board's internal auditors for the year ended 31 March 2001.

9. Payment of Creditors

The Board complies with the Late Payment of Commercial Debt (Interest) Act 1998; statistics on the Board's payment performance are set out on page 18.

10. Future Developments

A fundamental review of the 1997 Act has taken place which included an examination of the functions of the UKCC and four National Boards. The Government has accepted the main recommendations of the Review. These included the abolition of the five current bodies, which are to be replaced by a new Nursing and Midwifery Council. It is anticipated that the necessary legislation will be enacted in 2001-2002 with the new U.K. body taking over from 1st April; 2002. Further information is provided under Section 2, Sub-section 14 (pages 16-18) of the Annual Report.

It is not possible to estimate costs of closure of the Board because of current uncertainties over pension scheme winding up costs and related matters; these pension costs could be significant (note 13 (v)).



Susan Kent
Chairman



David A Ravey
Chief Executive
Accounting Officer

22 June 2001

SECTION 3

STATEMENT OF THE BOARD'S AND THE CHIEF EXECUTIVE'S RESPONSIBILITIES IN RELATION TO THE PRODUCTION OF THE ACCOUNT OF THE BOARD

Under section 18(1)b of the Nurses, Midwives and Health Visitors Act 1997, the Welsh National Board is required to prepare a statement of account in such form as the National Assembly for Wales, with the approval of the Treasury, directs.

This Account has been prepared on an accruals basis and is required to give a true and fair view of the state of affairs of the Board at the 31st March 2001, and of its income and expenditure and cash flows for the financial year.

In preparing the account the Board believes it has:

1. Observed the Accounts Direction issued by the National Assembly for Wales, including the relevant disclosure requirements.
2. Prepared the financial statements, applying suitable accounting policies, including the going concern basis, in a consistent manner, and made judgements and estimates on a reasonable basis.
3. Ensured the Account meets the accounting and disclosure requirements of the Companies Acts, and adopted the relevant standards issued by the Accounting Standards Board. It is believed that there are no material departures from the standards in these financial statements.

The Principal Accounting Officer of the National Assembly for Wales has designated the Board's Chief Executive as Accounting Officer for the Board.

The Chief Executive's responsibilities include the propriety and regularity of the Board's finances, for which he is also answerable to the National Assembly for Wales, and the keeping of proper records, as set out in the National Assembly for Wales Accounting Officers' Memorandum issued by the Treasury.

SECTION 3

STATEMENT ON THE SYSTEM OF INTERNAL FINANCIAL CONTROL

I acknowledge my responsibility for ensuring that an effective system of internal financial control is maintained and operated by the Board. The system can provide only reasonable and not absolute assurances that assets are safeguarded, transactions authorised and properly recorded, and that material errors and irregularities are either prevented or would be detected within a timely period.

The Board's system of internal financial control is based upon a framework of regular management information, administrative procedures, including the segregation of duties, and a system of delegation and accountability. In particular it includes:

Comprehensive budgeting systems with an annual budget approved and reviewed by the Board.

Financial reports issued to senior management and budget holders monthly, which set out income and expenditure against budget; a summarised version is issued to the Board quarterly.

Other indicators of performance agreed by the Board, including financial targets not covered by the budget report; these are reported on at Management and Board meetings.

Clearly defined control guidelines and feedback mechanisms for the management of manpower and resources including capital investment.

The Board's annual Corporate Plan and Annual Report and Accounts, which taken together disclose information on the setting of targets, and achievement of performance against targets, for all the Welsh National Board's duties.

Internal practices for dealing with advice from H.M. Treasury and the National Assembly for Wales, including that contained in CEO, DAO and DCO letters.

Regular informal meetings with various departments in the National Assembly for Wales, and an Annual Accountability Review meeting with the Board's sponsor division at the Assembly.

Internal audit for the Board is provided by external contractors, who operate to the standards defined in the Government Internal Audit Manual. The annual internal audit plans are based on an analysis of risks relevant to the Board; these are endorsed by the Board and approved by me.

The internal auditor reports to me at least annually, attends a Board meeting, and presents a report on internal audit activity. The report to the Board includes the auditor's independent opinion on the adequacy and effectiveness of the Board's system of internal financial control.

My review of the effectiveness of internal financial control takes cognisance of reports from the internal auditors, the Board, which oversees the work of the internal auditor, the executive managers of the Board, who have responsibility for the development and maintenance of the financial control framework, and reports and the management letter received from the external auditors.

Correction and avoidance of weaknesses in the systems is an ongoing process carried out by me through regular meetings with my staff.

As Accounting Officer I am aware of the recommendations of the Turnbull Committee and am taking reasonable steps to comply with the Treasury's requirement for a statement of internal control to be prepared for the year ended 31 March 2002, in accordance with guidance issued by them.

David A Ravey
Chief Executive
Accounting Officer

22 June 2001

SECTION 3

THE CERTIFICATE AND REPORT OF THE AUDITOR GENERAL FOR WALES TO THE MEMBERS OF THE NATIONAL ASSEMBLY FOR WALES

I certify that I have audited the financial statements on pages 33 to 48 under Section 18(4) of the Nurses, Midwives and Health Visitors Act 1997. These financial statements have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets and the accounting policies set out on pages 37 and 38.

Respective responsibilities of the Board, the Chief Executive and Auditor

As described on page 29 the Board and the Chief Executive are responsible for the preparation of the financial statements in accordance with the Nurses, Midwives and Health Visitors Act 1997, and National Assembly for Wales directions made thereunder, and for ensuring the regularity of financial transactions. The Board and Chief Executive are also responsible for the preparation of the other contents of the Annual Report. My responsibilities, as independent auditor, are established by statute and guided by the Auditing Practices Board and the auditing profession's ethical guidance.

I report my opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Nurses, Midwives and Health Visitors Act 1997 and National Assembly for Wales directions made thereunder, and whether in all material respects the expenditure and income have been applied to the purposes intended by the National Assembly for Wales and the financial transactions conform to the authorities which govern them. I also report if, in my opinion, the Foreword is not consistent with the financial statements, if the Board has not kept proper accounting records, or if I have not received all the information and explanations I require for my audit.

I read the other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. I consider the implications for my certificate if I become aware of any apparent misstatements or material inconsistencies with the financial statements.

I review whether the statement on page 30 reflects the Board's compliance with Treasury's guidance 'Corporate governance: statement on the system of internal financial control'. I report if it does not meet the requirements specified by Treasury, or if the statement is misleading or inconsistent with other information I am aware of from my audit of the financial statements.

Basis of opinion

I conducted my audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts, disclosures and regularity of financial transactions included in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Board and the Chief Executive in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Board's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by error, or by fraud or other irregularity and that, in all material respects, the expenditure and income have been applied to the purposes intended by the National Assembly for Wales and the financial transactions conform to the authorities which

SECTION 3

THE CERTIFICATE AND REPORT OF THE AUDITOR GENERAL FOR WALES TO THE MEMBERS OF THE NATIONAL ASSEMBLY FOR WALES (Continued)

govern them. In forming my opinion I have also evaluated the overall adequacy of the presentation of information in the financial statements

Opinion

In my opinion:

- the financial statements give a true and fair view of the state of affairs of the Welsh National Board for Nursing, Midwifery and Health Visiting at 31 March 2001 and of the deficit, total recognised gains and losses and cash flows for the year then ended and have been properly prepared in accordance with the Nurses, Midwives and Health Visitors Act 1997 and directions made thereunder by the National Assembly for Wales; and
- in all material respects the expenditure and income have been applied to the purposes intended by the National Assembly for Wales and the financial transactions conform to the authorities which govern them.

I have no observations to make on these financial statements.



John Bourn
Auditor General for Wales
5 July 2001

National Assembly for Wales
Cardiff Bay
CARDIFF CF99 1NA

SECTION 3

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001

	Note	£	Previous Year £
Income – continuing operations			
Grant from the National Assembly for Wales	3(i)	1,040,678	1,004,639
Release of Deferred Government Grant	2	29,019	24,326
		£1,069,697	£1,028,965
Expenditure – continuing operations			
Teacher Training Costs	4(i)	75,800	76,737
Headquarters Costs	4(ii)	987,975	917,094
Depreciation	6	24,957	29,694
Notional Cost of Capital Charge	11	6,016	7,441
		£1,094,748	£1,030,966
Deficit on ordinary activities		(25,051)	(2,001)
Fees and other non-retainable income receivable	3(ii)	56,812	83,406
Fees and other income repayable to the Assembly	3(iv)	(57,717)	(89,887)
Loss on disposal of tangible fixed assets		(333)	(567)
Retained Deficit for the year		(26,289)	(9,049)
Retained Surplus brought forward		47,092	42,765
Adjustment for Notional Cost of Capital Charge	11	6,016	7,441
Transfer between reserves	10	(3,699)	5,935
Retained Surplus carried forward		£23,120	£47,092

All activities are classed as continuing

The notes on pages 37 to 48 form part of this account

SECTION 3

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES FOR THE YEAR ENDED 31 MARCH 2001

	Note		Previous Year
	£	£	£
Retained Deficit for the year		(26,289)	(9,049)
Other recognised gains and losses for the year:			
Adjustment for Notional Charges (Cost of Capital)	11	6,016	7,441
Movement on Government Grant Reserve	2	(10,197)	(12,965)
Decrease in valuation of tangible fixed assets	10	(1,103)	(1,360)
Total recognised losses for the year		(£31,573)	(£15,933)

The notes on pages 37 to 48 form part of this account

SECTION 3

BALANCE SHEET AS AT 31 MARCH 2001


		As at 31 March 2000		
	Note		£	£
Fixed Assets				
Tangible Fixed Assets	6	61,363		68,964
Current Assets				
Debtors	7	36,841	39,390	
Cash at bank and in hand	9	21,774	41,544	
		<u>58,615</u>	<u>80,934</u>	
Creditors				
Amounts falling due within one year	8	(35,495)	(33,842)	
Net Current Assets		<u>23,120</u>		<u>47,092</u>
Total Assets less Current Liabilities		<u>£84,483</u>		<u>£116,056</u>
 Financed by:				
Government Funds				
Capital and Reserves				
Government Grant Reserve	2	51,987	62,184	
Income and Expenditure Account		23,120	47,092	
Revaluation Reserve	10	9,376	6,780	116,056
		<u>84,483</u>	<u>116,056</u>	
		<u>£84,483</u>		<u>£116,056</u>

The notes on pages 37 to 48 form part of this account.

Sue Kent
Chairman



David A Ravey
Chief Executive
Accounting Officer



Dated: 22 June 2001

SECTION 3

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2001

	Note	£	£	£	Previous Year £
Net Cash (Outflow)/Inflow from Operating Activities			(20,517)		4,766
Non-retainable receipts (excluding interest)		55,948		87,422	
Return of Investments and Servicing of Finance					
Interest on Deposit Account	3(iii)	<u>1,769</u>	<u>57,717</u>	<u>826</u>	88,248
Non-retainable receipts paid to the Assembly	3(iv)		(57,000)		(90,000)
Capital Expenditure and Financial Investment					
Tangible Fixed Assets: payments to acquire	6	(18,822)		(11,361)	
receipts from sale of		<u>30</u>	<u>(18,792)</u>	<u>-</u>	<u>(11,361)</u>
Net Cash Outflow before Financing			(38,592)		(8,347)
Financing					
Government Grant Applied to Capital Expenditure	3(i)		<u>18,822</u>		<u>11,361</u>
(Decrease)/Increase in Cash Balances	9		<u>(£19,770)</u>		<u>£3,014</u>

NOTES TO THE CASH FLOW STATEMENT

Reconciliation of Deficit on Ordinary Activities with Net Cash (Outflow)/Inflow from Operating Activities

		£	£
Deficit on ordinary activities for the year		(25,051)	(2,001)
Adjust for items not involving movement of funds:			
Notional Cost of Capital Charge	11	6,016	7,441
Depreciation	6	<u>24,957</u>	<u>29,694</u>
		5,922	35,134
Release of Deferred Grant	2	(29,019)	(24,326)
Decrease in Debtors	7	1,644	3,012
Increase/(Decrease) in Creditors	8	936	(9,054)
Net Cash (Outflow)/Inflow from Operating Activities		<u>(£20,517)</u>	<u>£4,766</u>

Note:

The movement in debtors applies to non-fee income only; the creditor adjustment excludes the year end balance due to the Assembly for non-retainable income receivable.

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001

1. Accounting Policies

1(i) *Accounting Convention*

The account has been prepared under the historical cost convention, modified by the inclusion of fixed assets at net current replacement cost. Without limiting the information given, the account meets the accounting and disclosure requirements of the Companies Act 1985 and the Financial Reporting Standards issued or adopted by the Accounting Standards Board, so far as those requirements are appropriate.

1(ii) *Government Grant*

A cash limited grant system is in operation. Under this, amounts can be drawn to finance payments made during the year, which are properly chargeable against the grant, provided that, in total they should not exceed the cash limit. The Grant is managed on a cash basis whilst this Account is prepared on an accruals basis.

Part of the Grant, allocated to capital expenditure, is credited to a Deferred Government Grant Reserve; a proportion of the balance on this account is released annually to the Income and Expenditure account based on the expected useful life of relevant assets.

1(iii) *Fee and Other Income*

The Board's fee and other income is payable to the National Assembly for Wales, on the basis of cash received in the year, and reduces the net cost of the Board to the Exchequer.

1(iv) *Cost of Capital*

A notional capital charge, reflecting the cost of capital employed, is included in the Income and Expenditure Account, at the rate of six percent of average capital employed over the year.

1(v) *Tangible Fixed Assets*

Capital items of an individual or group value of £500 or more are capitalised; Assets acquired in previous financial years have been valued at net current replacement cost using appropriate indexation, or if lower, the recoverable cost. Assets acquired in the year of report are valued at cost of acquisition.

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

1. Accounting Policies (continued)

1(vi) Depreciation

Depreciation is provided at rates calculated to write off the valuation of each asset on a straight line basis over the asset's remaining useful economic life as set out below.

Depreciation is also calculated on cost values to arrive at an historical cost net book value; this value is represented by the Government Grant Reserve balance on the Balance Sheet; the sum of this value and the Revaluation Reserve equates to the valuation of Tangible Fixed Assets.

Adaptations

These encompass the capitalisation of enhancements to the Board's premises and are written off over the remaining period of the Board's ten-year lease.

Computer Equipment - anticipated useful economic life of four years;

Plant and Machinery - anticipated useful economic life of five years.

1(vii) Taxation

The Board is recognised as having charitable status by the Inland Revenue and provision for taxation is not made. The Board is not registered for VAT and all expenditure, inclusive of additions to fixed assets, contains irrecoverable VAT.

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

2. Reconciliation of the movement in Government Funds

	Income and Expenditure Account £	Revaluation Reserve £	Deferred Government Grant Account £	2000/01 Total £	1999/00 Total £
Government Funds at 1 April	<u>47,092</u>	<u>6,780</u>	<u>62,184</u>	<u>116,056</u>	<u>131,989</u>
Retained Deficit for the year	(26,289)	-	-	(26,289)	(9,049)
Adjust for Notional Charges	6,016	-	-	6,016	7,441
Grant applied to capital expenditure additions	-	-	18,822	18,822	11,361
Decrease in valuation of Tangible Fixed Assets	-	(1,103)	-	(1,103)	(1,360)
Release to Income and Expenditure Account	-	-	(29,019)	(29,019)	(24,326)
Transfer between reserves	(3,699)	3,699	-	-	-
Net movement in Funds	<u>(23,972)</u>	<u>2,596</u>	<u>(10,197)</u>	<u>(31,573)</u>	<u>(15,933)</u>
Government Funds at 31 March	<u>£23,120</u>	<u>£9,376</u>	<u>£51,987</u>	<u>£84,483</u>	<u>£116,056</u>

“Deferred Government Grant” column represents the movement in Tangible Fixed Assets at historical values.

Analysis of “Release to Income and Expenditure Account”	2000/01 £	1999/00 £
Historically calculated depreciation on tangible fixed assets for the year	28,620	23,671
Historical net book value of tangible fixed assets disposed of in the year	<u>399</u>	<u>655</u>
	<u>£29,019</u>	<u>£24,326</u>

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

3. Income

	£	Previous Year £
3(i) Grant from the National Assembly for Wales		
Teacher Training	50,000	75,000
Headquarters operations	<u>1,009,500</u>	<u>941,000</u>
	1,059,500	1,016,000
Amount applied to Capital Expenditure	<u>(18,822)</u>	<u>(11,361)</u>
Amount credited to Income and Expenditure Account	<u>£1,040,678</u>	<u>£1,004,639</u>

The Board is required to provide training for teachers and those intending to become teachers of nursing, midwifery and health visiting, and also to provide information to the public about careers in nursing, midwifery and health visiting in Wales. (SI 1993 No. 614). Funding for these functions is authorised by the Government of Wales Act, and section 1 of the NHS Act.

	£	£
3(ii) Fees and other non-retainable income		
Fees		
Project 2000 Courses	28,821	28,164
Composite Fee	15,995	18,160
Other Index Fees:	8,919	34,279
Nurse conversion to level 1	876	1,350
WNB Framework Courses	243	486
Other Courses		
Examination Fees	<u>243</u>	<u>486</u>
	54,854	82,439
Other income		
Interest on deposit account	1,769	826
Sundries	<u>189</u>	<u>141</u>
	1,958	967
Total fee and other non-retainable income	<u>£56,812</u>	<u>£83,406</u>

3(iii) Reconciliation of non retainable income receivable with cash received in the year

Fee and other income receivable in the year	56,812	83,406
Adjust for opening and closing debtors	<u>905</u>	<u>4,842</u>
Cash received in the year from non-retainable income	<u>£57,717</u>	<u>£88,248</u>

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

3(iv) Reconciliation of cash received from non-retainable income, with amounts repaid to the National Assembly for Wales	£	Previous Year
	£	£
Balance brought forward	-	113
Cash Received	57,717	88,248
Adjustment for revision of estimate of amount payable to the Assembly in the year	-	1,639
Total income repayable	<u>57,717</u>	<u>90,000</u>
Cash repayment	<u>(57,000)</u>	<u>(90,000)</u>
Due to the Assembly at the year end	<u>£717</u>	<u>-</u>

The Board has a liability to pay to the Assembly its estimate of fee and other income, or the actual value received, whichever is the greater (excluding proceeds from the disposal of tangible fixed assets). The amount due to the Assembly at the end of the year shown above is included under creditors — note 8.

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

4. Expenditure

	Note	£	£	£	Previous Year £
4(i) Teacher Training Costs					
Salaries, Fees and Expenses, Workshops and Refresher Courses for existing staff			£75,800		£76,737
4(ii) Headquarters Costs					
Board members					
Cost of Employment		9,872		11,384	
Travel and Subsistence Expenses		4,458	14,330	13,138	24,522
Executive members and Staff					
Cost of Employment		651,694		637,860	
Travel and Subsistence Expenses		21,940		16,621	
Other Expenses		25,192	698,826	31,867	686,348
Premises					
Lease Costs		64,806		55,217	
Other Premises Costs		62,401	127,207	27,202	82,419
Administration		71,948		45,611	
Careers Information Service		22,522		21,186	
Examinations, Records, Indexation etc.		9,906		20,956	
External Audit Fees		5,875		5,669	
External Auditor's remuneration for other audit work		705		705	
Consultancy Costs		23,966		14,574	
Hospitality		112		413	
Pension increases for the Board Pensioners		3,982		3,864	
Contribution to pension costs of Nursing and Midwifery Bodies abolished by the 1979 Act		6,491		6,592	
Miscellaneous Costs		2,105	147,612	4,235	123,805
			£987,975		£917,094

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

	£	Previous Year £
5(i) Board Members and Employees		
Executive Members and Staff Salary Analysis		
Salaries and Wages	491,828	523,111
Employer National Insurance	40,436	41,859
Employer Pension Costs	66,391	69,382
	598,655	634,352
Agency Staff	52,582	3,351
Occupational Health Scheme, etc.	457	157
	£651,694	£637,860

Non Executive Members received no remuneration from the Board during the year.

Employer and employee contributions are 17% and 6% of salary respectively for the Board's main pension scheme FPS 1655, and 5% and 6% for certain staff in the NHS scheme.

5(ii) Remuneration details of Members and Senior Staff responsible for policy making:

2000—2001

	Age	Remuneration For year	Real Pension Increase at 60	Accrued Pension at 60 at 31 Mar 01	
		£'000	£'000	£'000	
Chairman	Sue Kent	58	5 - 10	-	-
Chief Executive	David A Ravey	58	55 - 60	0 - 2.5	10 - 15
Director – Quality & Standards	Thomas J Moore	47	45 - 50	0 - 2.5	0 - 5
Director of Business Services	Wendy Fawcus	43	40 - 45	0 - 2.5	5 - 10

The remuneration covers salary only, except for the Chairman, where remuneration includes salary (£8,725), and taxation and national insurance on travel costs (£618).

The Chief Executive is an ordinary member of the Board's main staff pension scheme FPS 1655; his contract of employment is the same as an ordinary member of staff, except for his status as Accounting Officer for the Board.

Pension values set out in the table above include benefits secured in this employment only.

None of the members or senior staff received any remuneration or benefits in kind from the Board, other than shown above. The Board does not operate any scheme for the provision of motor vehicles, or other employee benefits.

5(iii) Employees

The monthly average for staff in post:

Chief Executive	1.00	1.00
Executive members	2.00	2.00
Nursing and Midwifery professionals	3.95	3.57
Careers Information	1.00	1.00
Examinations and Indexing	1.00	1.50
Finance	1.58	1.77
Administration and Personnel	10.21	10.22
	20.74	21.06

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

6. Tangible Fixed Assets

	Building Adaptations £	Computers £	Plant and Machinery £	Total £
Cost or Valuation				
At 1 April 2000 (restated)	4,636	72,643	37,083	114,362
Additions	-	18,822	-	18,822
Disposals (at gross valuation)	-	(753)	-	(753)
Revaluation	-	(1,428)	325	(1,103)
At 31 March 2001	<u>£4,636</u>	<u>£89,284</u>	<u>£37,408</u>	<u>£131,328</u>
Depreciation				
At 1 April 2000 (restated)	1,351	24,683	19,364	45,398
Charge for the year	464	17,603	6,890	24,957
Disposals	-	(390)	-	(390)
At 31 March 2001	<u>£1,815</u>	<u>£41,896</u>	<u>£26,254</u>	<u>£69,965</u>
Net Valuation				
At 31 March 2001	<u>£2,821</u>	<u>£47,388</u>	<u>£11,154</u>	<u>£61,363</u>
At 1 April 2000	<u>£3,285</u>	<u>£47,960</u>	<u>£17,719</u>	<u>£68,964</u>

The basis of the valuation is net replacement costs of assets to be retained, adjusted by a factor for remaining useful economic life. Calculated values are produced utilising factors for an annual decrease in value for computers of 5%, and an annual increase in value for Plant of 3%.

The figures for Cost or Valuation and Depreciation at 1 April 2000 have been restated following management review. This has had no effect on net book values of assets brought forward from last year.

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

	£	Previous Year £
7. Debtors		
Trade Debtors	4,828	5,733
Prepayments and Accrued Income	29,965	31,717
Other Debtors	2,048	1,940
	£36,841	£39,390
8. Creditors – Amounts falling due within one year		
Taxation and National Insurance	13,615	14,153
Other creditors and accruals	21,163	19,689
	34,778	33,842
Amount due to the Assembly for non-retainable income	717	-
	£35,495	£33,842
9. Analysis of changes in Cash and Cash Equivalents		
Net Funds at 1 April	41,544	38,530
(Decrease)/Increase in cash balances over the year	(19,770)	3,014
Net Funds at 31 March	£21,774	£41,544
10. Revaluation Reserve		
Balance at 1 April	6,780	14,075
Decrease in valuation over the year	(1,103)	(1,360)
Transfer between reserves	3,699	(5,935)
	£9,376	£6,780
11. Cost of Capital		
The notional cost of capital employed has been calculated using an interest rate of 6% of the average of Capital employed over the year.		
12. Operating lease commitments		
At the financial year end the Board was committed to making annual payments in the next year in respect of operating leases as follows:		
Land and Buildings		
Leases which expire:		
After five years	£64,625	£64,625
	£64,625	£64,625

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

13. Pension Commitments

13(i) Present Staff and Pensioners

The Board participates in a joint superannuating scheme (FPS 1655), together with the National Boards for England, Scotland and the UKCC. The scheme is administered by FPS Group Ltd., a company limited by guarantee. Board employees can join the scheme at any time subject to certain conditions on health being satisfied. The normal retirement age is 60, although, certain members may retire earlier on reduced benefits.

Certain other Board employees, with special terms of employment and who were in post prior to FPS (1655) being set up, remain in the National Health Service Pension Scheme.

The Pension Cost Charge for current Board employees £66,391 (2000 £69,382) is shown at note 5(i) to this Account.

13(ii) Pension Increases

A commitment to increase pensions in payment applies to all pensioners of the Board. In conjunction with the other Boards and the UKCC, increases for FPS pensioners will be made in accordance with the annual Pension Increase Review (Orders), issued under the Pension Increases Acts. The minimum annual increases are in accordance with the Government's Index of Retail Prices, subject to a maximum of 5%. The cost of increases is normally charged to the year in which the payment is made. The charge for the cost of pension increases in the year was:

	2000/01	1999/00
	£	£
Board's own pensioners	3,982	3,864
Share of cost of pensioners of predecessor organisations	6,491	6,592
	£10,473	£10,456

13(iii) FPS(1655) A Defined Benefit Scheme

FPS 1655 provides retirement benefits based on final salaries. It is financed by contributions from employees and the Board at 6% and 17% of salaries respectively. The contribution level and funding of valuation deficiencies are recommended by the trustees, for joint agreement by the Boards and the UKCC.

13(iv) Actuarial valuations

The trustees are advised by a qualified independent firm of actuaries on the basis of triennial valuations using the Projected Unit method, as required by SSAP 24; this method matches future income and liabilities. The financial assumptions, which have a significant effect on the results of valuations, are based on the following assumed annual future rates:

		2000	1998
		%	%
Investment Return	Pre-retirement	6.0	10.0
	Post-retirement	5.0	10.0
Salary Increases		3.5	7.4
Pension Escalation		2.5	5.5

The latest **actuarial** valuation of the scheme's assets at 31 March 2000 was £46.857m; this represented 98% of the Projected Unit liabilities (1998 £29.360m 96%). The excess of liabilities has not been analysed over participating bodies.

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

13(iv) *Actuarial valuations*

The **market** value of the scheme's assets at the valuation date was £42.721m (1998 £33.301m).

The valuation of the scheme's assets and liabilities under the method specified by section 56(3) of the Pensions Act 1995 was an excess of liabilities of 2.0%

Inter alia, the Pensions Act 1995 specifies that the target for the minimum funding requirement (MFR) is to be met by the year 2007, and the opinion of the actuary is that this target will be met **on a going concern basis**, provided contributions are increased by 3.3% from April 2001.

13(v) *The FPS scheme post 31 March 2002*

If the scheme was wound up, following the abolition of the UKCC and the National Boards at 31 March 2002, the excess of liabilities would be increased by both winding up costs and pension enhancement entitlements and redundancy costs, and adjusted for any surplus or deficit arising from a realisation of investments.

It is not clear at this stage if present contributing members of the four existing bodies will be transferred into any new organisations. Subject to the agreement by Treasury, the National Assembly for Wales, and any new body in Wales, the FPS 1655 scheme for WNB members could continue on a going concern basis post 31 March 2002. The winding up, or the continuance of the scheme is dependent on the outcome of existing deliberations by the various change management groups. It is not possible at this stage to estimate winding up costs.

14. **Related Party Transactions** **Bodies wholly or partly funded by Government, with whom the Board has had significant material transactions during the financial year:**

The University of Glamorgan, Pontypridd, Rhondda, Cynon Taff.

University of Wales Swansea

University of Wales, Bangor, Gwynedd

University of Wales College of Medicine, Heath Park, Cardiff

North East Wales Institute, Wrexham

Information on related party transactions is also set out in paragraph 5 of the Foreword to this Account, and in relation to certain Board members and senior members of staff this is shown under note 15.

SECTION 3

NOTES TO THE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2001 (Continued)

15. MEMBERSHIP OF THE WELSH NATIONAL BOARD FOR THE YEAR ENDED 31 MARCH 2001

In accordance with Statutory Instrument 1993 No. 614, The National Board for Nursing, Midwifery and Health Visiting for Wales (Constitution and Administration) Order 1993:

The National Board for Nursing, Midwifery and Health Visiting for Wales shall consist of ten members, of whom seven were appointed by the Health and Social Services Minister at the National Assembly for Wales, and the Chief Executive and the two executive members were specified by the Secretary of State for Wales. The 1997 Act specifies that the Chairman and a majority of members shall be registered nurses, midwives or health visitors.

Chair	Category
Susan Kent SRN, RSCN (Chairman) Chief Executive – Neville Hall and District NHS Trust (retired)	(appointed 12 April 2000) General
 Non Executive Members	
Dr Barbara Bale MSc, PhD, RGN, RM, ADM, PGCEA Associate Head of School/Professional Head of Midwifery, University of Glamorgan	Midwife
Ruhi Behi, BSc, MSc, RGN, Cert MHS Deputy Head and Director Post Registration, School of Nursing, Midwifery and Health Studies, University of Wales, Bangor	General
Susan Gregory MSocSc, RGN, RSCN, RHV, DNCert, FWT, DMS (Deputy Chair) Executive Director of Nursing, Bro Morgannwg NHS Trust	Health Visitor
Mary Hodgeon MBA, RGN, OHNC, DipN(Admin) Director of Nursing and Community Services – Pembrokeshire and Derwen NHS Trust	Nurse
Lorraine Morgan MSc(Econ), PGDip, RGN, RM, RCNT DipN(Lond) Registered Care Home Manager	(from December 2000) General
John Williams LLB Chief Executive – Qualifications, Curriculum and Assessment Authority for Wales. Trustee of the Board's FPS pension scheme	General
 Executive Members	
David Ravey OBE, RGN, RMN, RNT	Chief Executive
Thomas Moore MBA, MSc, RGN, RMN, RCNT, RNT, DipN(Lond), CertEd	Director — Quality and Standards
Wendy Fawcus MBA, FIPD, MInstD	Director of Business Services

Note: For the purposes of FRS8 (Related Parties), posts held by certain members are set out above, for those who hold office as members or senior staff in other central Government funded bodies.

Statutory Functions of the Welsh National Board as Defined in Primary and Secondary Legislation

Most of the functions of the Board are set out in Section 6 of the Nurses, Midwives and Health Visitors Act 1997. The text of the appropriate section of the Act is detailed below in the left hand column.

<i>Functions of the Board</i>	<i>Type of Function(s)</i>
6.-(1) The National Boards shall in England, Wales, Scotland and Northern Ireland respectively —	
(a) approve institutions in relation to the provision of —	
(i) courses of training with a view to enabling persons to qualify for registration as nurses, midwives or health visitors or for the recording of additional qualifications in the register; and	Approval Advisory
(ii) courses of further training for those already registered;	Approval Advisory
(b) ensure that such courses meet the requirements of the Central Council as to their kind, content and standard;	Advisory Monitoring
(c) hold, or arrange for others to hold, such examinations as are necessary to enable persons to satisfy requirements for registration or to obtain additional qualifications;	Approval Monitoring
(d) collaborate with the Council in the promotion of improved training methods; and	Collaboration
(e) perform such other functions relating to nurses, midwives or health visitors as the Secretary of State may by order prescribe;	See ref to SI 1993 No 614 on next page
(2) The National Boards shall discharge their functions subject to and in accordance with any applicable rules of the Council and shall take account of any difference in the considerations applying to the different professions.	Collaboration
A further function is included in subsection 15(4) of the primary legislation. As this subsection is meaningless in isolation the whole of Section 15 is detailed below.	
15(1) The following bodies shall be local supervising authorities for midwives — ... in ... Wales, Health Authorities;	
(2) Each local supervising authority shall —	
(a) exercise general supervision, in accordance with rules under section 14, over all midwives practising within its area;	
(b) report any prima facie case of misconduct on the part of a midwife which arises in its area to the Council;	
(c) Have power in accordance with the Council's rules to suspend a midwife from practice.	

Statutory Functions of the Welsh National Board as Defined in Primary and Secondary Legislation (Continued)

<i>Functions of the Board</i>	<i>Type of Function(s)</i>
(3) The Council may by rules prescribe the qualifications of persons who may be appointed by a local supervising authority to exercise supervision over midwives within its area, and no person shall be so appointed who is not qualified in accordance with the rules.	
(4) The National Boards are responsible for providing the authorities with advice and guidance in respect of the exercise of their functions under this section.	Advisory
(5) The Council may by rules prescribe standards to be observed with respect to advice and guidance provided under subsection (4).	
<i>Statutory Instrument 1993 No 614: The National Board for Nursing, Midwifery and Health Visiting for Wales (Constitution and Administration) Order 1993</i>	
11(1) The Board shall, in addition to the functions specified in Section 6 of the Act, perform the function specified in paragraphs (2) and (3).	
(2) The Board shall make available to the public, to such extent as it considers appropriate, information about careers in the professions of nursing, midwifery and health visiting in Wales.	Careers Information
(3) The Board shall provide, or arrange for others to provide, at institutions approved by the Board:	
(a) courses of education for persons intending to become teachers of nurses, midwives or health visitors; and	Teacher Education
(b) further courses of education for teachers of nurses, midwives or health visitors.	Teacher Education

Under Statutory Instrument 2000 No. 253 (W.5), The National Assembly for Wales (Transfer of Functions) Order 2000, Schedule 3, Article 4(f) the responsibility of the Board to the Secretary of State under the Nurses, Midwives and Health Visitors Act 1997, Section 18(6) is transferred to the National Assembly for Wales.

Section 18(6)

...each of the Boards shall annually, within such time as may be limited by the Secretary of State, submit a report to him on the performance of their respective functions during the period since their last such report, and a report under this subsection shall, in the case of a report by any of the Boards, be in such a form as the Secretary of State may require.

Article 4(f)

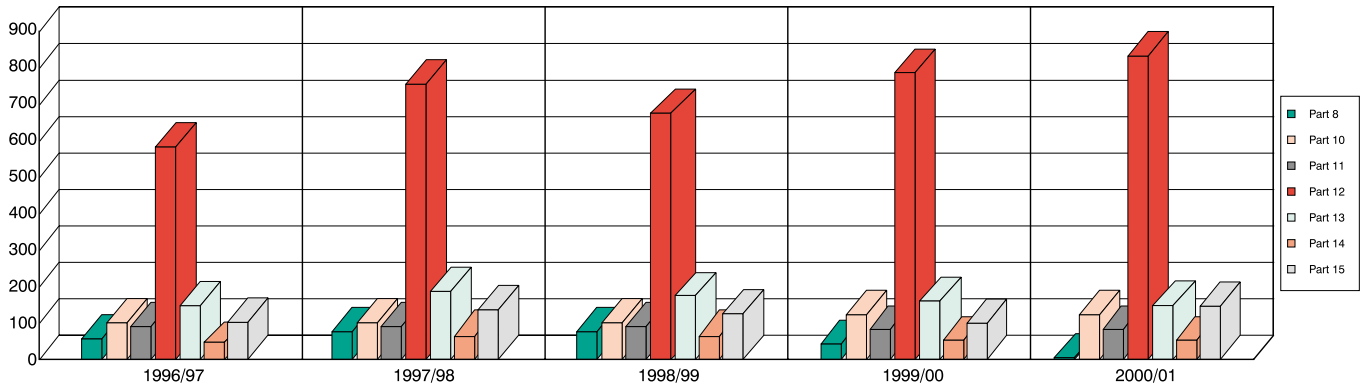
The functions under section 18 are transferred (so far as they relate to the Board) in relation to financial years beginning in and after 1999 except that in respect of section 18(6) they are transferred in relation to annual reports of the Board for years commencing on 1st April 1999 and after.

SECTION 4: APPENDIX 2

Education and Training Trends Since 1996

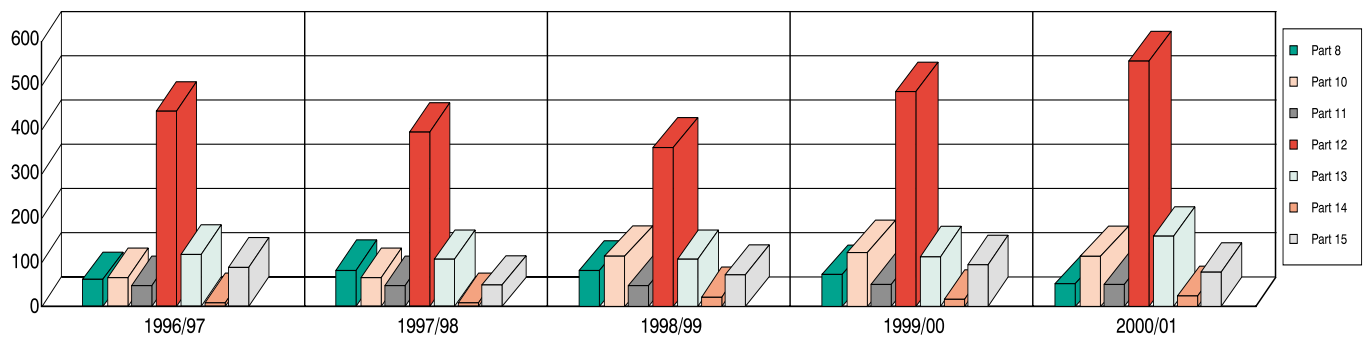
**Total Number Commencing Courses for
Parts 8, 10, 11, 12, 13, 14, 15 of the Register**

	1996/97	1997/98	1998/99	1999/00	2000/01
Part 8	31	55	20	12	0
Part 10	67	75	73	84	90
Part 11	50	50	49	45	46
Part 12	585	762	674	797	823
Part 13	131	196	177	163	133
Part 14	27	57	39	22	32
Part 15	108	145	127	109	134



**Total Number Completing Courses for
Parts 8, 10, 11, 12, 13, 14, 15 of the Register**

	1996/97	1997/98	1998/99	1999/00	2000/01
Part 8	47	69	29	22	10
Part 10	54	56	73	76	68
Part 11	28	47	46	47	42
Part 12	436	398	374	491	547
Part 13	117	98	101	105	143
Part 14	14	5	20	14	26
Part 15	76	46	79	94	77

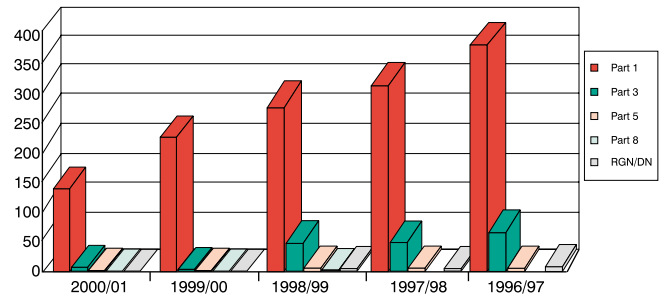


SECTION 4: APPENDIX 2

Education and Training Trends Since 1996

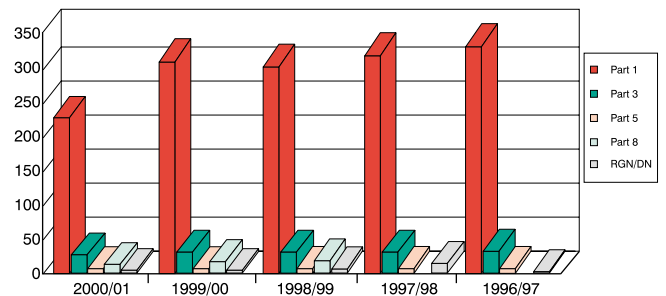
Total Number Commencing Enrolled Nurse Conversion Courses for Parts 1, 3, 5 and 8 of the Register

Year	Part 1	Part 3	Part 5	Part 8	RGN/DN
2000/01	136	12	3	0	0
1999/00	224	8	1	0	0
1998/99	276	35	12	4	6
1997/98	301	43	7	-	5
1996/97	371	55	7	-	8



Total Number Successfully Completing Enrolled Nurse Conversion Courses

Year	Part 1	Part 3	Part 5	Part 8	RGN/DN
2000/01	225	28	2	8	4
1999/00	307	36	6	11	4
1998/99	301	36	6	15	5
1997/98	318	37	4	-	12
1996/97	333	35	4	-	3



Key to Parts of the Register

Part 1	first level nurses trained in general nursing
Part 3	first level nurses trained in the nursing of persons suffering from mental illness
Part 5	first level nurses trained in the nursing of persons with learning disabilities
Part 8	nurses trained in the nursing of sick children
Part 10	midwives
Part 11	health visitors
Part 12	first level nurses trained in adult nursing (Project 2000)
Part 13	first level nurses trained in mental health nursing (Project 2000)
Part 14	first level nurses trained in learning disabilities nursing (Project 2000)
Part 15	first level nurses trained in children's nursing (Project 2000)
RGN/DN	registered general nurse/district nurse

SECTION 4: APPENDIX 3.1

Activities Associated with Education and Training for Admission to Parts 1, 3, 5, 8, 10, 11, 12, 13, 14 and 15 of the Register

ALL WALES: 1 April 2000 to 31 March 2001

Part of Register	Type of Professional Course	Number on Index as at 31 March 2001	Number Indexed	Number Discontinued	Number of Persons Eligible for Registration
1	GENERAL NURSING (Conversion)	535	136	36	225
	COMBINED RGN/DN (Conversion)	1	0	0	4
1	TOTAL	536	136	36	229
3	MENTAL NURSING (Conversion)	54	12	9	28
5	LEARNING DISABILITIES NURSING (Conversion)	19	3	4	2
8	SICK CHILDREN'S NURSING (Conversion)	3	0	1	8
	SICK CHILDREN'S NURSING (26 weeks)	0	0	0	2
8	TOTAL	3	0	1	10
10	MIDWIFERY (3 years)	13	0	1	10
	MIDWIFERY (80 weeks)	65	48	1	41
	MIDWIFERY BSc/Bachelor (Hons) (80 weeks)	43	28	2	17
	MIDWIFERY BSc(Hons) (3 years)	23	14	2	0
10	TOTAL	144	90	6	68
11	BSc(Hons) IN APPLIED COMMUNITY HEALTH STUDIES (HV)/ Specialist Practice Qualification	18	15	0	12
	BSc(Hons) COMMUNITY HEALTH STUDIES (HV)/ Specialist Practice Qualification	28	27	3	28
	POST GRADUATE DIPLOMA COMMUNITY HEALTH STUDIES (HV)/ Specialist Practice Qualification	4	4	0	2
11	TOTAL	50	46	3	42
12	ADULT NURSING	1552	533	145	473
	ADULT NURSING (BN 3 years)	230	131	16	38
	ADULT NURSING (BN 4 years)	163	44	9	36
	ADULT NURSING (Foundation Degree)	236	115	2	0
12	TOTAL	2181	823	172	547
13	MENTAL HEALTH NURSING	304	85	35	122
	MENTAL HEALTH NURSING (BN 3 years)	45	19	0	16
	MENTAL HEALTH NURSING (BN 4 years)	5	0	0	5
	MENTAL HEALTH NURSING (Foundation Degree)	76	29	2	0
13	TOTAL	430	133	37	143
14	LEARNING DISABILITIES NURSING	31	7	5	23
	LEARNING DISABILITIES NURSING (BN 3 years)	18	8	0	3
	LEARNING DISABILITIES NURSING (Foundation Degree)	40	17	0	0
14	TOTAL	89	32	5	26
15	CHILDREN'S NURSING	182	79	20	61
	CHILDREN'S NURSING (BN 3 years)	52	20	3	10
	CHILDREN'S NURSING (BN 4 years)	61	19	0	6
	CHILDREN'S NURSING (Foundation Degree)	44	16	0	0
15	TOTAL	339	134	23	77
	GRAND TOTAL	3845	1409	296	1172

Activities Associated with Education and Training

ALL WALES: 1 April 2000 to 31 March 2001

Recordable Qualifications – Post Registration

Course Title	Number of Persons Indexed*	Number of Persons Discontinued*	Number of Persons Eligible for Recording*
TEACHING (Certificate in Education) PGCE	6	0	16
TEACHING (Certificate in Education) PGCHE	2	0	2
NURSE PRESCRIBING	253	0	137
BSc COMMUNITY HEALTH STUDIES/SPQ	14	0	0
BSc(Hons) HEALTH STUDIES/SPQ	17	0	4
BSc(Hons) HEALTH STUDIES (Community)/SPQ	12	0	6
BSc(Hons)/POST GRADUATE DIPLOMA COMMUNITY HEALTH STUDIES/SPQ	103	2	81
CERTIFICATE IN PROFESSIONAL PRACTICE (Issued)	0	0	37
DIPLOMA IN PROFESSIONAL PRACTICE (Issued)	0	0	56
DIPLOMA IN PROFESSIONAL PRACTICE /SPQ	0	0	5
DISTRICT NURSING CERTIFICATE (Combined RGN/DN Conversion)	0	0	4
DIPLOMA IN NURSING/NURSING STUDIES	0	0	3
BSc(Hons) NURSING (Accident and Emergency)/SPQ	2	0	0
BSc(Hons) NURSING (Nurse Practitioner)/SPQ	7	0	0
BSc(Hons) NURSING (Intensive Care)/SPQ	8	0	0
BSc(Hons) PROFESSIONAL PRACTICE/SPQ	0	15	16
BSc PROFESSIONAL PRACTICE/SPQ	53	0	20
BSc(Hons) NURSING STUDIES	0	22	32
BSc(Hons) NURSING STUDIES/SPQ	67	0	9
MSc PAIN MANAGEMENT/ SPQ	0	4	4
TOTALS	544	43	432

SPQ – Specialist Practice Qualification

Health Visiting is within Section 4, Appendix 3.1 rather than 3.2 as it leads to Part 11 of the Register.

Return to Practice

Course Title	Number of Persons Indexed *	Number of Persons Discontinued	Number of Persons Completing*
RETURN TO NURSING PRACTICE	87	0	47

Framework

Course Title	Number of Persons Indexed*	Number of Persons Discontinued*	Number of Persons Completing*
FRAMEWORK MODULES	151	147	780

Course approved from 16.03.00, 14 students commenced during the period 23.03.00 – 31.03.00.

* Courses may start in one statistical year and finish in a later one, this means that the numbers indicated in each column may not refer to the same intake of students

SECTION 4: APPENDIX 4

**Approved Educational Establishments
List of Approved Courses between 1 April 2000 and 31 March 2001**

<i>Approved Educational Establishment</i>	<i>Approved Courses of Education and Training Undertaken at the Educational Establishment</i>
Bridgend College of Further and Higher Education Cowbridge Road Bridgend CF31 3DF	Diploma in Higher Education Professional Practice (franchised from University of Glamorgan)
University of Wales College, Newport College Crescent Caerleon Newport NP6 1XJ	Courses leading to recordable qualification: Postgraduate Certificate in Education (2 year in-service course)
School of Health Science University of Wales Swansea Singleton Park Swansea SA2 8PP	<p>i Courses leading to entry to:</p> <p>Part of the Register</p> <p>1 Registered General Nurse (Flexible Conversion)</p> <p>3 Registered Mental Nurse (Flexible Conversion)</p> <p>5 Registered Nurse for Learning Disabilities (Flexible Conversion)</p> <p>10 BSc(Hons) Midwifery (3 years) Diploma in Midwifery (18 months)</p> <p>11 Diploma in Community Health Studies (Health Visiting) BSc(Hons) Community Health Studies (Health Visiting)</p> <p>12 Adult Nursing/Diploma in Nursing Adult Nursing/Bachelor of Nursing (Hons) (3 years)</p> <p>13 Mental Health Nursing/Diploma in Nursing Mental Health Nursing/Bachelor of Nursing(Hons) (3 years)</p> <p>15 Children's Nursing/Diploma in Nursing Children's Nursing/Bachelor of Nursing (Hons) (3 years)</p> <p>ii Courses leading to a recordable qualification (Specialist Practice Award):</p> <p>BSc(Hons) Nursing Studies with the following pathways: Nurse Practitioner Clinical Nurse Specialist Accident and Emergency Intensive Care</p> <p>BSc(Hons) Community Health Studies (Children's Nursing)</p> <p>BSc(Hons) Community Health Studies (District Nursing)</p> <p>BSc(Hons) Community Health Studies (Mental Health Nursing)</p> <p>iii Return to Practice Courses for Registered Midwives, Rule 37(3)</p> <p>iv WNB Approval only in respect of alternative refresher courses for Practising Midwives to meet the requirements of Midwives Rule 37(3): BSc Midwifery MSc Midwifery</p> <p>v Return to Nursing Practice Course</p>

SECTION 4: APPENDIX 4

	<p>vi Diploma in Health Care Studies (Joint Award)</p> <p>vii Nurse Prescribing course</p>
<p>School of Care Sciences University of Glamorgan Glyntaff Campus Pontypridd Rhondda Cynon Taff CF37 IDL</p>	<p>i Courses leading to entry to:</p> <p>Part of the Register</p> <p>1 Registered General Nurse (Flexible Conversion)</p> <p>3 Registered Mental Nurse (Flexible Conversion)</p> <p>5 Registered Nurse for Learning Disabilities (Flexible Conversion)</p> <p>10 Registered Midwife/Diploma in Higher Education (Midwifery) BSc(Hons) Midwifery</p> <p>12 Adult Nursing/Diploma in Higher Education (Nursing)/ Foundation Degree (Nursing) Adult Nursing/BSc(Hons) Nursing (3 years)</p> <p>13 Mental Health Nursing/Diploma in Higher Education (Nursing)/ Foundation Degree (Nursing) Mental Health Nursing/BSc(Hons) Nursing (3 years)</p> <p>14 Learning Disabilities Nursing/Diploma in Higher Education (Nursing)/ Foundation Degree (Nursing) Learning Disabilities Nursing/BSc(Hons) Nursing (3 years)</p> <p>15 Children’s Nursing/Diploma in Higher Education (Nursing)/ Foundation Degree (Nursing) Children’s Nursing/Bachelor of Nursing (Hons) (3 years)</p> <p>ii Courses leading to a recordable qualification (Specialist Practice Award):</p> <p>BSc/BSc(Hons) Professional Practice BSc/BSc(Hons) Community Health Studies (Practice Nursing) BSc/BSc(Hons) Community Health Studies (School Nursing) BSc/BSc(Hons) Community Health Studies (Community Children’s Nursing) BSc/BSc(Hons) Community Health Studies (District Nursing) BSc/BSc(Hons) Community Health Studies (Learning Disabilities Nursing) Certificate in Teaching in Higher Education (Business School)</p> <p>iii Certificate in Higher Education Professional Practice Diploma in Higher Education Professional Practice</p> <p>iv Return to Practice Courses for Midwives, Rule 37(3)</p> <p>v Return to Practice course (nurses and midwives)</p> <p>vi Nurse Prescribing</p>
<p>North East Wales Institute of Higher Education Plas Coch Mold Road Wrexham LL11 2AW</p>	<p>i Courses leading to entry to:</p> <p>Part of the Register</p> <p>11 BSc in Applied Community Health Studies (Health Visiting)</p> <p>12 Adult Nursing/Diploma in Nursing Adult Nursing/Bachelor of Nursing (Hons)</p>

SECTION 4: APPENDIX 4

	<ul style="list-style-type: none"> ii Courses leading to a recordable qualification (Specialist Practice Award): BSc(Hons) Nursing Studies BSc in Applied Community Health Studies (District Nursing) BSc in Applied Community Health Studies (Practice Nursing) BSc in Applied Community Health Studies (School Nursing) Postgraduate Certificate in Education (2 years in-service) Postgraduate Diploma in Higher Education iii Nurse Prescribing course iv Return to Practice (Nursing)
<p>School of Nursing, Midwifery and Health Studies Faculty of Health University of Wales, Bangor Fron Heulog Ffriddoedd Road Bangor Gwynedd LL57 2EF</p>	<ul style="list-style-type: none"> i Courses leading to entry to: Part of Register <ul style="list-style-type: none"> 1 Registered General Nurse (Flexible Conversion) 3 Registered Mental Nurse (Flexible Conversion) 5 Registered Nurse for Learning Disabilities (Flexible Conversion) 10 Registered Midwife/Diploma in Midwifery Registered Midwife/BSc(Hons) Midwifery 11 BSc(Hons) Health Studies (Health Visiting) 12 Adult Nursing/Diploma in Nursing Adult Nursing/Bachelor of Nursing (3 years) 13 Mental Health Nursing/Diploma in Nursing Mental Health Nursing/Bachelor of Nursing (3 years) 14 Learning Disabilities Nursing/Diploma in Nursing Learning Disabilities Nursing/Bachelor of Nursing (3 years) 15 Children’s Nursing/Diploma Nursing Children’s Nursing/Bachelor of Nursing (3 years) ii Courses leading to a recordable qualification (Specialist Practice Award): BSc(Hons) Health Studies (District Nursing) BSc(Hons) Health Studies (Community Mental Health Nursing) BSc(Hons) Health Studies (Community Learning Disability Nursing) BSc(Hons) Health Studies (Practice Nursing) BSc(Hons) Health Studies (Mental Health Nursing) BSc(Hons) Health Studies (Gerontology Nursing) BSc(Hons) Health Studies (Medical Nursing) BSc(Hons) Health Studies (Tissue Viability) iii Courses leading to a recordable qualification: Certificate in Teaching in Higher Education iv Residential Refresher Course for Practising Midwives, Rule 37(1) Certain modules within BSc Health Studies have WNB approval only in respect of being alternative refresher courses for Midwives v Return to Practice Courses for Midwives, Rule 37(3) vi Diploma/Certificate in Professional Practice (Joint Award)

SECTION 4: APPENDIX 4

	<p>vii Return to Practice and Maintenance of Professional Competence (Nurses and Midwives)</p> <p>viii Nurse Prescribing</p>
<p>School of Nursing and Midwifery Studies University of Wales College of Medicine Heath Park Cardiff CF14 4XN</p>	<p>i Courses leading to entry to: Part of Register</p> <ol style="list-style-type: none"> 1 Registered General Nurse (Flexible Conversion) 3 Registered Mental Nurse (Flexible Conversion) 5 Registered Nurse for Learning Disabilities (Flexible Conversion) 8 Registered Sick Children’s Nurse (Flexible Conversion) 10 Registered Midwife/Diploma in Higher Education (Midwifery) Registered Midwife/BSc(Hons) Midwifery 11 BSc(Hons) Community Health Studies (Health Visiting) Postgraduate Diploma Community Health Studies (Health Visiting) 12 Adult Nursing/Diploma in Nursing Adult Nursing/Bachelor of Nursing (Hons) (4 years) 13 Mental Health Nursing/Diploma in Nursing Mental Health Nursing/Bachelor of Nursing(Hons) (4 years) 15 Children’s Nursing/Diploma in Nursing Children’s Nursing/Bachelor of Nursing (Hons) (4 years) <p>ii Courses leading to a recordable qualification (Specialist Practice Award):</p> <p>BSc(Hons) Nursing Studies BSc(Hons) Community Health Studies (Community Children’s Nursing) BSc(Hons) Community Health Studies (District Nursing) BSc(Hons) Community Health Studies (Community Mental Health Nursing) BSc(Hons) Community Health Studies (Community Learning Disabilities Nursing) BSc(Hons) Community Health Studies (Practice Nursing) Postgraduate Diploma Community Health Studies (Community Children’s Nursing) Postgraduate Diploma Community Health Studies (Practice Nursing) Postgraduate Diploma Community Health Studies (Community Mental Health Nursing) Postgraduate Diploma Community Health Studies (Community Learning Disabilities Nursing) Postgraduate Diploma Community Health Studies (District Nursing)</p> <p>iii WNB approval only in respect of being alternative refresher courses for Midwives: Diploma in Midwifery bridging course for Registered Midwives BSc(Midwifery) MSc in Reproduction and Health</p> <p>iv Return to Practice Courses for Midwives, Rule 37(3)</p>

SECTION 4: APPENDIX 4

	<ul style="list-style-type: none"> v Diploma/Certificate in Professional Practice (Joint Award) vi Nurse Prescribing vii Return to Practice (Nurses and Midwives)
<p>School of Social Sciences University of Wales, Cardiff Glamorgan Building King Edward VII Avenue Cardiff CF10 3TP</p>	<p>Courses leading to a recordable qualification: Postgraduate Certificate in Education (1 year full-time course and 18 months in-service programme)</p>
<p>Pembrokeshire College Merlins Bridge Haverfordwest Pembrokeshire SA61 1SZ</p>	<p>Franchised from University of Glamorgan: BSc/BSc(Hons) Professional Practice (Specialist Practice Award) Diploma in Higher Education Professional Practice Return to Practice course (Nurses)</p>
<p>Faculty of Education Swansea Institute of Higher Education Mount Pleasant Swansea SA1 6EE</p>	<ul style="list-style-type: none"> i Course leading to a recordable qualification: BSc/BSc(Hons) Nursing Studies: Specialist Practice Award

Approved Study Centres as at 31 March 2001

At the end of the period under review there are 22 Accredited Study Centres (see list below). This includes one newly accredited centre.

Some Centres have been allowed to extend their approval for a limited period, due to a variety of factors, including local reorganisation.

NHS TRUSTS

1. Gwent Healthcare NHS Trust
2. Carmarthenshire NHS Trust
3. North West Wales NHS Trust
4. Velindre NHS Trust
5. Ceredigion and Mid Wales NHS Trust
6. Bro Morgannwg NHS Trust Learning Disabilities Directorate (Hensol)
7. Bro Morgannwg NHS Trust South Wales Forensic Psychiatry Service (Caswell Clinic)
8. Bro Morgannwg NHS Trust
9. Pembrokeshire and Derwen NHS Trust
10. Pontypridd and Rhondda NHS Trust
11. North Glamorgan NHS Trust
12. Breconshire War Memorial Hospital

HEALTH AUTHORITIES

13. Bro Taf Health Authority
14. North Wales Health Authority
15. Dyfed Powys Health Authority

INDEPENDENT SECTOR

16. Holme Tower Marie Curie Centre
17. Phoenix Occupational Health Limited
18. BUPA Hospital Cardiff
19. Baxter Health Care, Newport
20. Pioneer Clinical Nursing Services, Cardiff

VOLUNTARY SECTOR

21. St. David's Foundation, Newport

MEMBERSHIP ORGANISATION

22. Royal College of Nursing Institute

SECTION 4: APPENDIX 6

Membership of the Welsh National Board from 1 April 2000 to 31 March 2001

Declaration of Members' Interests

The Board is required to maintain a Register of Members' Interests which is available for public scrutiny, and to publish, in its annual reports, information on Members' pecuniary and other interests which are regarded as relevant and material to the Board's business. The following interests have been declared by Members (it should be noted that not all Board Members have such interests to declare).

Non Executive Members		
Miss Susan Kent (Chair) SRN, RSCN	—	Trustee, Hospice of the Valleys, Tredegar
Dr Barbara Bale MSc, PhD, RGN, RM, ADM, PGCEA	—	Associate Head of School/Professional Head of Midwifery, University of Glamorgan
Mr Ruhi Behi BSc, MSc, RGN, CertMHS	—	Deputy Head and Director Post Registration, School of Nursing, Midwifery and Health Studies, University of Wales, Bangor Chairman, Local Spiritual Assembly of the Bahais of Conwy
Mrs Susan E Gregory (Deputy Chair) MSocSc, RGN, RSCN, RHV, DNCert, FWT, DMS	—	Executive Director of Nursing, Bro Morgannwg NHS Trust Connections with University of Wales Swansea and University of Glamorgan Links with NHS Staff College Wales; Royal College of Nursing and University of Wales, Cardiff
Mrs Mary Hodgeon MBA, RGN, OHNC, DipN(Admin)	—	Director of Nursing and Community Services, Pembrokeshire and Derwen NHS Trust
Mrs Lorraine Morgan MSc(Econ), PGDip, RGN, RM, RCNT, DipN(Lond) (from December 2000)	—	Associate Lecturer and Course Tutor, Open University Visiting Lecturer and Past Secondee, University of Glamorgan Age Concern Trustee Associate Chair, Wales Council for Elderly Royal College of Nursing Council Member
Mr John V Williams LLB	—	Chief Executive, Qualifications, Curriculum and Assessment Authority for Wales
Executive Members		
Mr David Ravey (Chief Executive) OBE, RGN, RMN, RNT	—	No declarable interests
Miss Wendy Fawcus (Director of Business Services) MBA, FIPD, MInstD	—	PhD Student, University of Glamorgan
Mr Thomas J Moore (Director — Quality and Standards) MBA, MSc, RGN, RMN, RCNT, RNT, DipN(Lond), CertEd	—	EdD Student, Cardiff University School of Social Sciences

Welsh Language Focus Group

Members	
Mrs J Achilles	University of Glamorgan
Mrs K Adams	University of Wales College Newport
Ms M Davies	Pontypridd and Rhondda NHS Trust
Mr N Davison	University of Wales, Bangor
Mrs C Earles	University of Wales Swansea
Mrs D Griffiths	University of Wales College of Medicine
Ms J Hallett	Singleton Hospital, Swansea
Mr P Reece Jones	North East Wales Institute
Mrs E Lee	Portheri Surgery, Barry
Mrs G Roberts	University of Wales, Bangor
Dr D Turner	University of Glamorgan

SECTION 4: APPENDIX 8

WNB Careers Information Service

Type of Information Queries Received

Year	Written	Email	Telephone	Information on Entry via other Agencies		Total
				English	Welsh	
2000/2001	1,859	602	3,956	2,695	1,795	10,907
1999/2000	2,092	306	3,642	4,200	1,760	12,000
1998/1999	2,503	115*	3,469	5,150	1,800	13,037
1997/1998	2,430		2,722	1,694	230	7,076

*Part year figures – starting in September 1998

Information Sought

Year	Entry to the Profession	Continuing Professional Development
2000/2001	9,891	1,016
1999/2000	11,080	920
1998/1999	12,043	994
1997/1998	6,158	918

SECTION 4: APPENDIX 9

Performance Indicators

		1999/2000		2000/2001		2001/2002	
		TARGET	ACHIEVED	TARGET	ACHIEVED	TARGET	ACHIEVED
1.	Undertake an annual professional review with each education provider in Wales	11	10 ⁺	4 [#]	4	10	
2.	Respond to careers information requests within 7 days of receipt	7 days	100%	7 days	100%	7 days	
4.	Undertake approval of establishment and courses in line with Board criteria						
		1999/2000		2000/2001		2001/2002	
	Formal Approval requested:						
	Modules	10		1			
	Others	11		9			
	Approval awarded:						
	Modules	13		9			
	Others	10		15			

⁺ University of Wales Swansea postponed its review to November 2000

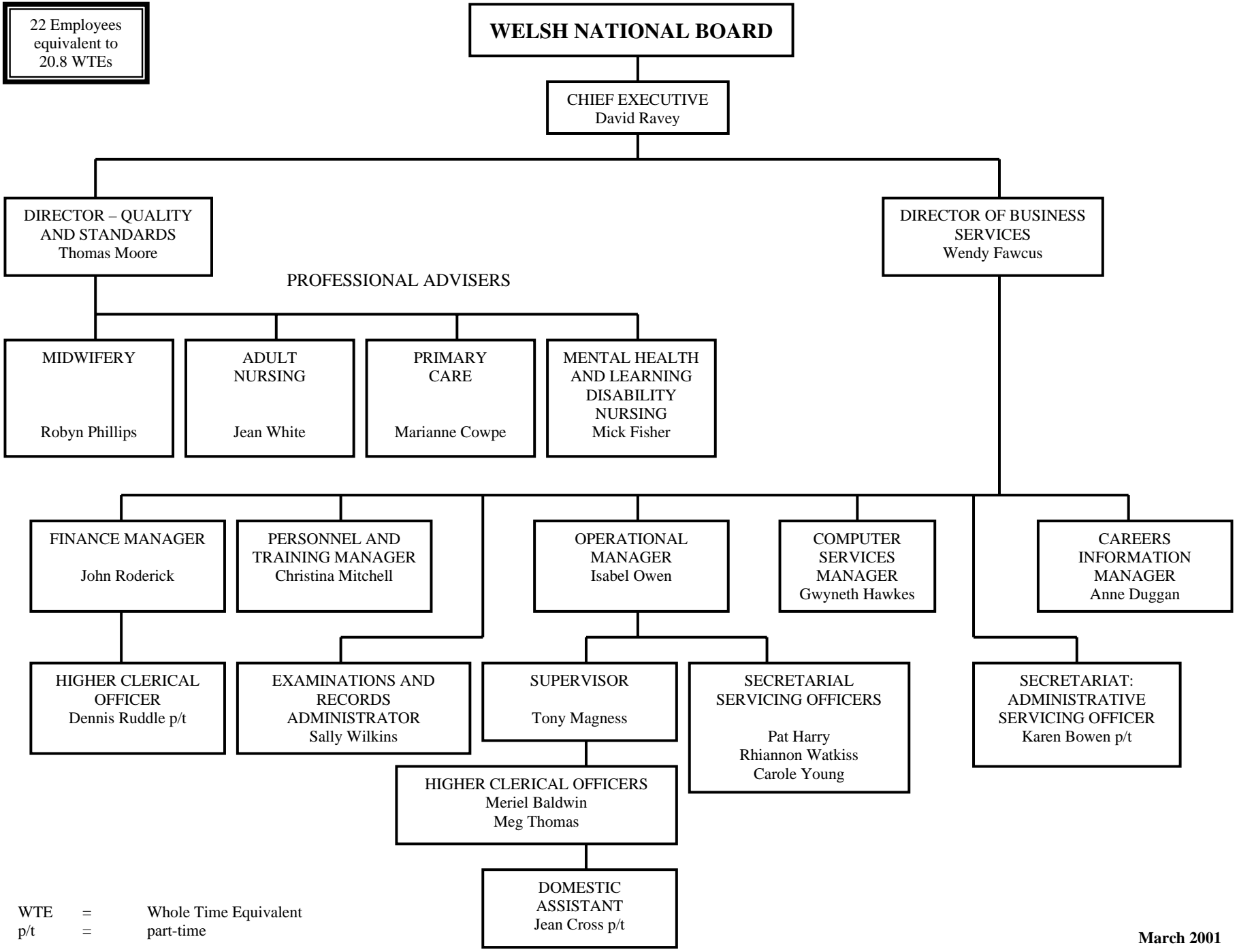
[#] Annual Professional Reviews realigned to coincide with University internal quality assurance processes

SECTION 4: APPENDIX 10.1

Senior Officers of the Welsh National Board from 1 April 2000

Ms M Cowpe MPH, BA(Hons), RGN, RM, RHV, PGCE(FE) (On secondment)	Professional Adviser
Miss A M Duggan CertEd, CAMDip(PR)	Careers Information Manager
Miss W Fawcus MBA, FIPD, MInstD	Director of Business Services
Mr M J Fisher MA, BA, RMN, RNMH, RCNT, RNT	Professional Adviser
Mrs G Hawkes DMS	Computer Services Manager
Mrs C M Knight, MSc, RGN, DipPSN, CertEd(FE), (To August 2000)	Professional Adviser
Ms C A Mitchell DMS, MIPD, MIMgt, MInstAM	Personnel and Training Manager
Mr T J Moore MBA, MSc, RGN, RMN, RCNT, RNT, DipN(Lond) CertEd	Director – Quality and Standards
Mrs I M Owen DMS	Operational Manager
Ms R Phillips MEd, RGN, RM, ADM, PGCEA	Professional Adviser
Mr D A Ravey OBE, RGN, RMN, RNT	Chief Executive
Mr J C Roderick	Finance Manager
Mrs J C White MSc, BN, RGN, CertEd(FE) (On secondment from 1 January 2001)	Professional Adviser

22 Employees
equivalent to
20.8 WTEs



WTE = Whole Time Equivalent
p/t = part-time