





Enrolled Nurse Section
NEW ZEALAND NURSES ORGANISATION


Enrolled Nurse Section NZNO National Committee Meeting Minutes

Section/College:	Enrolled Nurse Section NZNO	File Record Code:	
Committee/Division/Region:	National Committee		
Purpose of meeting(optional):	Face to face - General Meeting		
Date & Time (dd/mm/yyyy):	26 – 27 February day one commenced @ 0850hrs		
Location (eg city):	NZNO Offices in Wellington		
Facilitator	Melissa Peterson		
Minute Taker	Angela Ritchie		
Attendees	Melissa Peterson, Gwen Ahuriri, Tina Giles, Angela Ritchie, Glenda Hutson (via teams) Suzanne Rolls and Debbie Handisides		
Apologies	Michelle Prately, Gillian Rahui		

Summary of Actions from this meeting	Person Responsible

TOPIC	Discussion	Action
	Melissa welcomed the committee to the meeting. Gwen opened the meeting with a Karakia	
1) Minutes	The minutes of the 6 -7 November 2024 meeting were emailed to Committee members No matters arising from the minutes	Moved that these minutes be accepted by Gwen seconded by Tina
2) Correspondence	As per list attached list Correspondence sent out to the Committee prior to the meeting. One new Correspondence added – from Dorothy Brown re Conference dinner - retired EN's wanting to attend the celebration dinner. To be addressed under conference  Correspondence in and out Feb 2025.doc	
3) SWOT- Strengths weaknesses, opportunities and threats	Suzanne asked the meeting if we could complete the SWOT analysis early this morning – this is to have a visual in place for all stake holders who are coming to the meeting. This will be a living document	

	David Seymour - comments on regulation – Tina has read an article on this in the news, Suzanne wants to see this article. Tina to source this for her	Tina
4) Reports	<p>Melissa – presented her report from Northland/Te tai Tokerau then read the Greater Auckland, Southern, Midlands, Bay of Plenty and Canterbury reports Tina presented the GWEN's report</p> <p>Angela will send these reports to Sharyne to be uploaded on to the NZNO EN Website – Val Scott's report to have the comment a 65% National pass rate taken out as these figures are incorrect.</p>	Angela
5) Financial	 <p>Treasurers report to face to face committ</p> <p>Find the attached report – these are a true and accurate record</p>	Moved this report be adopted by Tina Giles Seconded Debs Handisides

6) SWOT (Strength weakness opportunities and threats)	<p>Brainstorming with Suzanne on these. Using sheets of papers with headings and EN issues with committee input.</p> <p> Enrolled Nurse Issues SWOT Analys</p> <p><u>Extra Notes from Suzanne</u></p> <ul style="list-style-type: none">• Health NZ Website states they will increase EN's workforce to look at the website and find this• What's app sent by Suzanne on this• No funding on ENSIPP placements• 26.4 % of EN's on top of the current pipeline by 2033 not sure about this	
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7) Ministry of Health

Ramai Haeata - MOH

Rebecca Oakes (via Zoom)



- Suzanne welcomed Ramai and Rebecca (Beccs) to the meeting who is part of a national work force group for EN's (no official name)
- Members of this group are:
- Nadine Gray
- Liz Manning
- Jac Matherson
- Rebecca Oakes (National workforce lead for Kaiawhina)
- Note that **NO** EN's are sitting on this group
- Melissa talked around conversation of deregulation of the health force in NZ and the rate that HCA have increased in the workforce and their encroachment in overall tasks of the nurse.
- Review of HPCA act – encroachment and erosion of the nurse workforce especially around the rolls of the duty and tasks of the EN
- Ramai said it will go out for public consultation, unable to tell us what will be included. But there will have a focus on public safety and the consumer voice. Ministry has consulted with the RA's. The document is expected to be out in the next 2 months.
- The Regulatory Authorities (RA) that Suzanne works with, feels it erodes all 3 scopes of practice in nursing and is seen to be dangerous and reckless, and has lost sight of the nurse scope. Ramai will feedback and we want and need to part of this process.
- Ramai has a few changes to report within the MOH the Director General has resigned – acting DG 2/52 will be Audrey Sonerson then process will be run by the public service commission until a DG is appointed.
- MOH restructure – New minister will be brought up to speed with nursing highlighting state of nursing.
- Stronger focus on prevention of non-communicable and communicable diseases. Such as diabetes & heart disease Links are on the MOH websites

- MOH priorities are – System level leadership, system performance, being a primary adviser, future performing and forecasting and the regulator for health system.
- Health Practitioners Act – review the MOH work with health committees and aims to modernize the rights bias to cultural safety with a clinical nursing lens on policy making with a focus on equity
- Mental Health review bill introduced Oct 2024 a lot of EN's employed in metal health. Written in 1992 requires significant modernization. Reports are due back 24 April 2025
- Glenda asked if EN's can do a triple one reporting – Ramai unsure of this, there is a significant shift on this then see what it looks like. Health Committee due to report back. Major changes are ahead but functions still the same
- SOP Health New Zealand - implementation of scope and review of EN workforce across NZ. Looking at the Kaiawhina > EN patch way and EN > RN pathway. Working group – trying to understand the landscape on EN's
- ACE ENSIPP programs. met yesterday (with both Sarahs) re ENSIPP programs. Use the information to improve job prospects for EN's waiting for guidance around the new scope.
- Discussion with Becs – The committee are **very disappointed** that there in **not** an EN on this group. We are needing a voice in these discussions to benefit the outcome for the EN. Once again, we see we are excluded. Becs will take this back to Nadine with the strong recommendation that there needs to be and EN siting in this group.
- CCDM staff staffing exclusion – ENSIPPs missed out on FTE calculations [- the EN's placed in **other**. Value starts from **inclusion** not **exclusion**. Deeply

disappointing and should never have happened there needs to be a rapid turn around and an **immediate** fix

- Suzanne explained our brainstorming session and goals. Explained that we have a living document of Barriers to EN's **Ramai and Recs would like copies of our brainstorming document today along with the barriers.** Suzanne to send these to them
- **Becs work around Kaiawhina**
- Becs acknowledges the concerns that the EN's have and where they see the HCA sitting.
- HCA consultation of workforce development with draft workforce matrix should be shared to the EN National Group.
- Spread sheet of care for Kaiawhina for care roles of what they are expected to do in their support roles. Talk of how they can move from Level two health and well-being to level 4 and how they can make the career leap.
- Becs acknowledges there is a step from Level 4 to 5 (same as EN) but unsure how that will look.
- The EN Committee spoke about the danger for the public within the speed that Te Whatu Ora is pushing the HCA roles. There needs to be hard limits within this space, so they do not step into nursing space where the erosion of regulated nurses is at risk.
- Melissa reported that in her PHO the HCA involvement is directly to the GP
- EN's as preceptors – needs to be amplified so that the EN and the people around that preceptor understand the EN scope.
- National webinar 12 May 2025 in Hamilton - the highlight is a day to celebrate focus will be on Mental Health – ENs
- Launch on SOWN (state of world nursing) 13 May NZ time

Suzanne

<p>8) Colleges and Section and day</p>	<p>4 - 5 March 2025 – Wellington. Debs and possibly Michelle will attend. Key things new SOP Talk to all health settings Scope is broader and has opportunities to overcome the barriers against EN's. Key changes in the nursing process, and autonomy that matches the accountability Debs will be presenting on our behalf. Suzanne drafting a document for presentation.</p> <p> EN Section Presentation CS day</p> <p> C & S presentaion script.docx</p>	
<p>9) Conference</p>	<ul style="list-style-type: none"> • Programme – the updated programmed is attached to these minutes. Programme viewed on screen • Chief Nursing officer – still to be confirmed depending on her position at the time of the conference, she will be the Key Note Speaker • <u>Presenters Tania Coles</u> – we need the narrative as well as the slide on EN involvement in the sleep apnea programs - Tina rang Tania and informed her we needed notes along the slides and what her involvement as an EN in the sleep apnea program. She will get this to us as soon as possible to review. • <u>Shona Urquhart</u> – EN Tutor Whitireia. Tina rung Shona at this meeting and discussed the same thing with her. She will get to her information to us as possible. 	

	<ul style="list-style-type: none"> • Mel Peterson – to prepare a presentation possible topic past, present and future of EN • Suzanne booked a team meeting on Tuesday 18th 7pm Teams 1 ½ hours to discuss the presentations • Meet and Great o be held at JJ Murphy's • Band Shenanigans • 52 Registered – to date. • Conference Dinner – re retired EN's wanted to attend the celebration dinner. Tina has made arrangements with Sharyne for this. Tina will contact Dorothy directly regarding her query. Any retired EN's who request to attend the dinner will be refereed to Tina and she will send an updated invoice as per Sharyne for \$100 pp • 4 - 6 weeks prior to Conference handbook information needs to be with Pivotal - Tina is working on this and is awaiting profiles. • GWENs is progressing well with the conference. Tina did acknowledge Jenny Kendall a GWENs committee members who has worked tirelessly on conference. 	<p>Tina</p>
<p>10) Education Funding</p>	<ul style="list-style-type: none"> • Whendi Arceo – funding towards her last semester for EN Dip \$200 - this application was not at six months at date of application by 3 days - Approved (as now 6 months) • Roshni Kumar – Conference accommodation - \$175 approved • Catherine Letiu - Māori/Pasifika fund \$200 for education for Study Day \$55 Conference \$145 - approved • Thomas George \$200 EN Conference – approved • Rhiannon Carney – Conference \$200 - declined as per criteria as she received funds last year. 	<p>Angela/Michelle</p>

	<ul style="list-style-type: none"> The applicants are to be sent letters of acceptance or declined Angela to ask Michelle regarding this 	
11) Nominations	<p>The following nominations were received for National Committee:</p> <ul style="list-style-type: none"> Angela Ritchie – Greater Wellington Tina Giles – Greater Wellington Alice Jamieson- Southern Selina Morritt - Northland Gwen will remain in her role as Te Runanga Rep <p>The above nominations were accepted and elected unopposed Angela to talk to Michelle regarding notification letters</p>	Angela
12) Newsletter	<ul style="list-style-type: none"> Colleges and Section snippet submitted for the newsletter by Angela as requested by Michelle Read by Mel, who thanked Angela for doing this. <p><u>Panui</u> –</p> <ul style="list-style-type: none"> The need to advertise the conference again – to use the official poster that Samesh has, Debs to add a blurb about the 60th Diamond Celebrations Add the new SOP link Watch out for the survey monkey regarding the “Issues faced by EN’s across Aotearoa in current practice environments “ Debs to work on this with Samesh 	Debs
13) Paul Goulter NZNO	<ul style="list-style-type: none"> Melissa welcomed Paul to meeting Melissa went through our SWOT document which we worked on this morning. Paul agreed with everything in the SWOT analysis document and said that it is valid and 	

correct. Paul was invited to add anything to the SWOT. Paul asked what we were doing with the SWOT and what message we want to get out. What our comms plans are, how do we grow our EN's and how we get the message out. Suzanne advised that we are aware we need to go forward and continue our work with this, this is the identification and starting point.

- Melissa advised that the EN want to be included in the design and curriculum of the diploma program
- Paul has met with the CEO (Australian trained NP) of Evolution Health who has asked Paul what the story was with EN's in NZ. Paul informed him of some of the barriers the EN's are facing. Paul is keen to have further conversations with him over EN employment in this private sector. The business is privately owned by an Australian Superannuation fund and Iwi.
- Paul generally spoke of issues with the MOH/Aged care what the major issues are. How to grow members and general advocacy in the nursing workforce
 - Melissa Informed Paul of our meeting with Rebecca and Raimi this morning.
 - Suzanne explained 2025 – 2026 work plan. Paul to think about how this can be strategized.
 - Nadine not delivering on what she promised in 2023 conference in Christchurch
 - **Paul to go back to Nadine –**
 - Suzanne explained 2025 – 2026 work plan, Paul to think about how this can be strategized.
 - Nadine not delivering on what she promised in 2023 EN conference
 - Informed Paul of our impending Survey Money – SOP IV around NZ. To be out ASAP for analysis ideally in May prior to conference for maximum impact and release at conference. Paul suggested we ask questions that are media worthy too, such as the

awareness of the New Grad employment situation and ENSIPP offers. We will need assistance from NZNO admin and coms to help us with the initial set up. Michelle and Angela tasked at last meeting to work on the initially phase

- Mel asked Paul what NZNO thoughts are on new Minister of Health Simeon Brown - Paul, Kiri and Anne met with him two weeks ago. They needed to engage beyond the union, Paul focused his priority on primary and community health. The funding model is broken asked Paul for his input, he advised Nursing needs to stabilize the workforce, and seek best practice in what the environment looks like, then build a collaborative approach. They briefly spoke of pay equity and parity. Paul felt the minister was generally interested to listen. But thinks he does have a tick box on the 5 health targets.
- Paul wants the C&S to meet with him to make the arguments to draw down on the trusted voice of the nurse. Offer him a briefing on deregulation after the survey results. He believes we all have a special place in this fight. Health issues come into play on the impacts of health deregulation affecting macro state funds. HPCA changes, individual roles, fighting for the profession, and the regularity standards bill.
- Melissa informed Paul of the success of the "Earn as you learn" program for EN's in Northland with all graduates in the Diploma guaranteed work.

Gwen closed the day with a prayer @ 1730 hours

Day 2 - 27/02/25 opened at 0900hours

Gwen opened the meeting with a Karakia

14) Regions**TOPS**

As per letter from TOPS last meeting TOPS have requested to fold and to merge with Canterbury.

- We need to commence writing a remit
- This can be done at regional level, but Suzanne advised it should but due to time restraints this will be driven by the National Committee.
- Tina has opened remit template. Draft copy completed and inserted below.
- This needs to go back to Canterbury and TOPS to decide on the name, finances and how the two groups will operate – this will need to be done by National Committee
- All documentation will need to be completed by 31/03/2025
- Remit and AGM will need to go out to all members at the latest by 07/04/2025
- 31/03/25 – TOPS and Canterbury will need all documentation will need to be sent to Michelle

Michelle

Establishing Regions Rules

Clause 5 (a) i

(i) 5. REGIONAL SECTIONS

(a) Establishment of a Regional section

- (i) A region consists of the members working or living within a geographical area defined by the National Committee. The National Committee will give consideration to having the same regional boundaries as NZNO.



Template -
Constitution remit, ;

	<ul style="list-style-type: none"> • We will be informing the AGM that the geographical boundaries will change with TOPS/ Canterbury • Voting numbers will change in 2026 <p><u>West Coast</u> – Michelle has received 1 reply from west coast. Canterbury needs to have this conversation with their committee, and report back to National</p> <p><u>Greater Wellington and Central</u> – Glenda reported that she has had very little positive feedback from the email, she sent to Central members regarding starting the section again. Greater Wellington and Central members to be sent an email asking the question regarding amalgamation</p>	Tina/Angela/Glenda
15) ENSIPP	<p><u>Sarah Steel</u>- CCDHB – apologized that she could not attend this meeting</p> <p><u>Sarah Gibbon</u> – Canterbury attended by teams</p> <p>The two Sarah's are the Co-Chairs of the ENSIPP group who meet every 2 months. They look after new Grads and encourage them to join the NZNO sections</p> <ul style="list-style-type: none"> • Mel queried if/how ENSIPP are finding employment for New Grads in the last 6 months. • HNZ prioritized RN vacancy over ENs there are very few vacancies nationally. Push to prioritize NTP therefore ENSIPP often misses out. • They have written letters to the Chief Nurse regarding the omission of EN's • 140 ENs are sitting on the talent pool waiting to get EN roles many have HCA roles but nonpracticing. 90 of these have sat on the talent pool for over a year. • EN positions with ARC, PHO, DN and private sectors provide at Canterbury Sothern Cross and St Georges in Christchurch 	

- An initiative to support RN into PHO & NZ blood service @ \$20,000 each is frustrating 15% working in primary or community settings.
- Both Sarah's have met with Liz Manning and Becs Oakes – strongly encouraged them to get in touch with National Committee. They have limited understand of ENSIPP. Exclusion of EN's across the board within the working group. These biases should be put to bed and not excluded especially with the new SOP
- One small positive is aged care Canterbury are rewriting the ARC contact as it sits – this draft includes ENs, they would like to see this policy implemented nationally.
- We notified Sarah about our survey monkey that is coming up. Angela to send the draft to both Sarah's and ask if they would like to add any questions to be returned as ASAP
- Learning packages are task focused. No pharmacology double check including ENs, but 2 x RNs instead. Therefore, not speaking to the new scope.
- Suzanne shared the SWOT document with Sarah and went through this with her. Suzanne will send both Sarah's a copy of this for their input.
- New education curriculums may see some difference between regions.
- ACE application process for ENSIPP disadvantages to the EN's.
- Sarah reported that all regions are different and the expectations are not always feasible and can be overwhelming.
- Suzanne informed Sarah of the admission of the FTE hours of ENSIPP by CCDM. Would need to use the classification of **other**. Tina to inform Sarah Steele of this omission.

Angela

Suzanne

	<ul style="list-style-type: none"> • Mel asked where the ENSIPP coordinators were located. Capital Coast and Canterbury exclusively are the only areas that have specific ENSIPP roles, coordinators may have other mixed roles such as educators/ clinical coaches which can be ENs • 2020 ENSIPP introduced - sum of money put aside for ENSIPP coordinator to be employed in each DHB. Canterbury the first with an outcome agreement the outcome agreement was not renewed since 2023 • Suzanne asked if the committee or Suzanne herself if there was anything he could do for them – Sarah said not at this point • Feedback from some EN's saying they find it difficult to get into the EN section page of NZNO Suzanne went through how to get to the page and how to register in a section. There are no fees to join as a section member. Debbie will send the QR code for joining the Canterbury region. Suzanne asked if Sarah will spread the word to other coordinators about how to access the EN section on NZNO website. • Sarah advised of the conference dates. 	Debs
16) NCNZ	<p>Jane McGeorge, Waikura Kamo, Ange Joseph, Catherine Byrne Melissa welcomed the NCNZ members</p> <ul style="list-style-type: none"> • The NCNZ delegation and the National Committee were all excited and pleased with the new Scope of Practice release on January 20 2025. • Melissa stated it was disappointing that the EN scope was released at the same time as the new RN scope, and asked if they thought that there was a good understanding around the new scope • Ange says that coms & FAQ on the website she has had through their website- questions around direction and delegation and guidance. 	

- Suzanne read the changes to the title delegation in FAQ - this makes people go back to direction and delegation - how do we get to thinking of the collaboration model. We want to stop people thinking of D&D
- Cath wondered if we needed to work together in developing guidance and information around the new scope. Wondering if people are unable to sift through all the information.
- Conversation yesterday around ARA needs to review education standards level 6 paper, academic director urgently. This is a good step change
- Ange collected Pou examples and collated them all. There was a good mix. These are to be published next week. Ange stated all the examples were good.
- Suzanne asked if the education providers will be prepared to roll out the Programme in Jan 2026. Work around consultation NCNZ need to see that this meets against the new standards and scope.
- Things difficult now with the gazetting and publication of the scope. The ideal is we want people at all levels to have a good understanding of the SOP. Questions will be asked about the tasks.
- Mel asked about pathways for EN/RN/NP furthering educating in the EN pathway. Pathway work belongs to the education sector not the NCNZ. Invite Trudy Cox to have this conversation with us. Needs to be a RPL process for the EN. Cath said the structure of the bridging process is less clinical and more academic and scientific
- NCNZ – looking at Nurse prescribing and looking at paper at level 6 - recognition of skills and knowledge.
- Suzanne printed out the SWOT analysis for the team
- Suzanne thanked and praised the members of the NCNZ team for all the hard work around the EN SOP

	<ul style="list-style-type: none"> • Cath had a clean copy of the Standards of competence for all the committee to sign on the front page. Glenda, Michelle and others to sign this that have worked hard on the scope change. Deb taking this the Christchurch once signed it will be returned to Suzanne • The team were advised of the dates of conference this year. They have been invited by Michelle, who will inform them of their time slot for speaking 	
17) Review of NZ certificate in Public Health (Level 5)	<p>Melissia went through this feedback document The committee contributed to this all felt strongly that this should be not be a level 5 qualification with only 80 learning hours Completed and submitted at the meeting.</p>	
18) August Meeting	<p>August meeting dates 6 -7 August 2025. Waiting for Sharyne to confirm whether availability and where NZNO offices may be. Then flights and accommodation can be booked.</p>	
19) Website	<ul style="list-style-type: none"> • IT have not got back to us on this. We were told at the last meeting that Neville would come back with a draft website proposal. • Email sent 06/11/2024 by Tina regarding starting the website - Tina to resend the email. • Neville will be at the C & S Day next week. Deb will contact him to follow up on this. 	
20) Survey Monkey IV and Bridging EN>RN	<p>Questions revised and amended at the meeting This needs to done ASAP Previous dates have expired Angela/Michelle to get this out as ASAP With results back for conference</p>	

	The document will be inserted here, after the committee have sent their feedback regarding the missing data	
	Gwen closed with a Karakia – Meeting closed @ 1450 hours	

Meeting Closed (Time): 1450hours

Next Meeting Zoom Tuesday 18th March 2025 – Suzanne will send the access codes

Next meeting/ Face to Face: NZNO offices Willis Street, Wellington 19-20th February 2025 – Michelle to book the fifth-floor room

Date minutes confirmed (usually done at next meeting)	Aug 2025
Signed <i>M. Prattley</i>	
Name <i>Michelle Prattley</i>	

