

Annual Report

2018-2019

This report summarises the work of the IPCNC committee over the previous 12 months



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Chairperson's Overview – Carolyn Clissold

'The Survey Monkey provided great encouragement and ideas for improving the communication we currently do'

This has been a huge year for IPCNC with many opportunities to improve IPC practice within NZ. Or as a manager I have says, when things are going pear shaped "Opportunities to excel!"

I want to acknowledge the work of Robyn Boyne who worked tirelessly in the Chair role, prior to me. Robyn continues to be a supportive voice if I need it. We are also very lucky to have an efficient, effective and fun committee to work with, and Regional Coordinators running engaging study days around the country.

Here are some of the key activities the IPCNC committee championed this year.

Survey Monkey on Communication and Engagement. This was run earlier in the year, and got 46 respondents. The survey made really interesting reading- members liked the Controller, read the E news, but needed help working through the Webber processes to take part in this education. The Regional meetings were found to be great networking, and informative. The Committee was inspired to keep going with an expanded Controller. We also asked what would increase the number of poster presentations. Some ideas from the survey were then feedback and adopted by this year's conference committee. All round an excellent exercise.

Representation on the update to the Health and Disability Sector - Standard (NZS8134:2008)

In May the MOH asked for IPC nurses to be represented on the working groups for the revision of NZS 8134. After calling for applications the Committee were able to send 4 representative to meetings around the country for the Scoping Workshops.

We then applied to ACC and received funding to run our own workshop for those who had expressed interest in being consulted regarding the Standard. 16 of us met in Wellington with a facilitator and 2 Infectious Diseases doctors . We drilled down deeper into what the IPC standard of the future needed to include. Thank you to ACC for enabling this to happen. Good luck to our representatives who move forward to the next phase of the standards consultation- in the working groups. Congratulations to Jane Barnett, Francie Morgan and Jo Stodart who will be part of this unfolding process.

Website Change Project Manager

After a reality check the Committee decided to get a Project Manager to help us upgrade our IPCNC website. We are working through these processes currently. Our vision is to have a website that will increase the efficiency of the IPCNC, and provide members with NZ IPC information.

Representatives on National Groups

IPC nurses have continued to represent the IPC agenda on many national committees. These include with HQSC, ACC, HARC (Health Antimicrobial Resistance Committee) and on Standards and Products review. Special thanks to Sue White (AS/ NZS 4187:2014) and Lorraine Rees (HQSC) who have stepped down from their committees.

2020

As a committee and a college we have some key areas to work on next year. These include:-

- An improved website
- Greater IPC Aged Care involvement
- Risk identification processes
- Input into the revision of the NZS8134:2008 and AS/ NZS 4187:2014 (Reprocessing of reusable medical devices in health services).

We are looking for some capable IPC nurses to join the IPCNC committee. We promise that this will be an excellent opportunity. You will help support national IPC colleagues and get opportunities to play on the national IPC stage. Any of the committee will be happy to chat about this, and are happy to receive your nomination for Committee.

My last acknowledgement and grateful thanks to IPCNC Committee members - Claire Underwood, Jo Stodart, Justine Wheatley, Lisa Gilbert and Wendy Blair our NZNO Professional Advisor. We are also grateful for the website input that Ruth Barratt has given from Australia, and for overseeing the Facebook page we thank Amanda Hynes.

Carolyn Clissold




Membership – Justine Wheatley



Each of the regions have given a wide range of interesting programmes at regional study days across the country with exciting topical issues to inform and educate us through our network of experience and outreach. These programmes have been reported back to us by our Regional Coordinators in the Controlla newsletter.

Members in each region (NZNO)	2018	2019
Tai Tokerau	27	30
Greater Auckland	118	115
Midlands	49	49
BOP/Tairāwhiti	57	56
Hawkes Bay	14	11

Members in each region (NZNO)	2018	2019
Central	59	55
Greater Wellington	74	77
Top of the South	18	16
West Coast	2	1
Canterbury	113	114
Southern	99	96
Total full members (NZNO)	630	620
Associate members	18	19
Honorary members	3	3
Complimentary members	2	2

Regional Coordinators

Regional Coordinators continue to play a key role in distributing information from the national committee, organising regional forums and study days. We have had a Regional Coordinator teleconference this year and we are gathering together resources for a 'toolbox' to collaborate between the regions. We would like to thank Francie Morgan for her wonderful role as Regional Coordinator in the Greater Auckland region and have welcome Amanda Hynes to this role. We also welcome Angela Corn as Greater Wellington Regional Coordinator and thank her for taking this role from Claire Underwood who has done an incredible job as both coordinator and national committee member for many years. The Regional Coordinator role is rewarding and network building and we ask that you consider this role in the coming year in succession planning for your regions.

Your current Regional Coordinators are:

Greater Auckland region (Auckland and Tai Tokerau) – Amanda Hynes
 Midland region (Waikato, Tauranga, Rotorua, Gisborne, Taupo, Hawkes Bay) – Elsie Truter
 Central region (Taranaki, Wanganui, Manawatu) – Jacqui Pennefather
 Greater Wellington region- Angela Corn
 South Island region (Northern, Central and South Canterbury, Nelson to Timaru) – Mike O'Callaghan
 Southern region – Jane Miedema

With the IPC conference coming up I hope to meet more members and get to know our IPC community.

Professional Development and Education- Lisa Gilbert

This year the travel and education scholarship has continued and is supporting several IPCNC members with conference or other educational opportunities.

The committee is looking at developing an orientation programme for New Zealand IPC staff to help them transition to an IPC role. This will be based on an overseas orientation programme and we thank them for their willingness to share their programme with us.



Financial Report

Infection Prevention & Control Nurses College NZNO		
Statement of Financial Performance		
For the Year Ended 31 March 2019		
	2018/19	2017/18
	\$	\$
INCOME		
Conference Revenue	60,794.84	160,150
Conference Sponsorship and Trade Stands	110,675.87	71,975
Interest	2,967.67	3,008
National Office Funding	3,239.00	3,557
Subscriptions	973.90	-
Study Day Registrations	86.96	6,848
Total Income	178,738.24	245,538
EXPENSES		
Accommodation and Meals	2,109.68	5,913
Advertising	-	234
Affiliations IFIC	-	221
Bank Fees	144.42	-
Conference and Study Day Expenses	120,468.54	220,832
Depreciation	468.30	721
General Expenses	507.24	300
Gifts	-	419
Meeting Expenses	2,174.54	1,125
Printing and Binding	-	113
Stationery	-	55
Telephone & Teleconference	519.86	845
Travel - Air	5,390.49	6,331
Travel - Other	2,250.26	1,222
Rental Cars	490.41	-
Travel & Education Grants	5,300.00	6,303
Web Designing & Software Support	2,043.24	2,259
Total Expenses	141,866.98	246,893
NET SURPLUS/(DEFICIT) BEFORE TAXATION	36,871.26	(1,355)
Less: Income tax expense RWT	(826.70)	(861)
NET SURPLUS/(DEFICIT) AFTER TAXATION	36,044.56	(2,216)

Infection Prevention & Control Nurses College NZNO		
Statement of Movements in Equity		
For the Year Ended 31 March 2019		
	2018/19	2017/18
	\$	\$
EQUITY AT START OF PERIOD	136,605.30	138,821
SURPLUS & REVALUATIONS		
Net Surplus/(Deficit) after taxation	36,044.56	(2,216)
Total Recognised Revenues & Expenses	<u>36,044.56</u>	<u>(2,216)</u>
EQUITY AT END OF PERIOD	<u>172,649.86</u>	<u>136,605</u>

Infection Prevention & Control Nurses College NZNO		
Statement of Financial Position		
As at 31 March 2019		
	31-Mar-19	31-Mar-18
	\$	\$
CURRENT ASSETS		
Accounts Receivable	3,033.04	135.00
ANZ - Cheque Account	18,203.52	34,661
ANZ - Call Account	2,210.67	12,192
ANZ - Conference Account	55,940.48	14,375
ANZ - Term Deposits	1 87,270.52	85,224
GST Refund Due	-	1,423
Interest Receivable	818.72	804
2019 Conference Seeding	10,000.00	-
TOTAL CURRENT ASSETS	<u>177,476.95</u>	<u>148,814</u>
NON CURRENT ASSETS		
As per Fixed Assets Schedule	76.78	545
	<u>76.78</u>	<u>545</u>
TOTAL ASSETS	<u>177,553.73</u>	<u>149,359</u>
CURRENT LIABILITIES		
Accounts Payable	550.00	-
NZNO Current Account	170.58	254
GST Due for Payment	4,183.29	-
Income Received in Advance	-	12,500
TOTAL LIABILITIES	<u>4,903.87</u>	<u>12,754</u>
NET ASSETS	<u>172,649.86</u>	<u>136,605</u>
Represented by;		
TOTAL EQUITY	<u>172,649.86</u>	<u>136,605</u>

Note 1	Term Deposit Reconciliation	%	Maturity Date	\$
	Term Deposit 1000	3.40%	16-Jan-20	60,757.35
	Term Deposit 1003	3.25%	15-Apr-19	26,513.17
	Total			<u>87,270.52</u>

Infection Prevention & Control Nurses College NZNO

Schedule of Fixed Assets and Depreciation For the Year Ended 31 March 2019

Asset	Cost Price	Book Value 1/04/2018	Additions (Disposals)	Gain/Loss on Disposal	Capital Profit	-- Depreciation -- Mth Rate \$	Accum Deprec 31-Mar-19	Book Value 31-Mar-19
Office Equipment								
HP Probook 430 Laptop - purchased June 2015	780.00	227.50				12 25% SL 16.25	195.00	32.50
Toshiba Satellite SSD Radius Laptop - purchased June 2015	1,069.00	311.52				12 25% SL 22.27	267.24	44.28
MS Office 365 Software - purchased June 2015	119.00	6.06				2 33.33% SL 3.31	6.06	0.00
	<u>1,968.00</u>	<u>545.08</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>41.83</u>	<u>76.78</u>

Commentary on the Infection Prevention & Control Nurses College NZNO (IPCNC) Financial Statements for the Year Ended 31 March 2019

Income and Expenditure

Total income for the 2018/19 financial year was \$178,738 with expenses totalling \$141,867, resulting in a surplus of \$36,044 after tax of \$827.

- Conference 2018

Conference income totalled \$171,471 including \$110,676 in sponsorships and trade stands. Conference expenses totalled \$120,469 giving a surplus of \$51,002 on conference 2018.

Major expenditure items (excluding conference) in 2018/19 included:

- Travel, accommodation & meals, telephone and other meeting expenses \$12,935 (2017/18 \$15,436). NZNO core funding of \$3,239 (2017/18 \$3,557) was provided to meet a portion of these expenses. Core funding equates to 23% - 25% of expenses incurred.
- Awards and travel & education grants \$5,300 (2017/18 \$6,303).

Statement of Financial Position

IPCNC ended the financial year at 31 March 2019 with cash at bank totalling \$163,625 (includes term deposits of \$87,271). This compares to \$146,452 (term deposits \$85,224) at 31 March 2018 an increase of \$17,173. The increase reflects the surplus for the year adjusted for net movements in working capital (excluding cash) at 31 March 2019 compared to 31 March 2018.

Notes to the Financial Statements for the Year Ended 31 March 2019

Reporting Entity

The Infection Prevention & Control Nurses College NZNO (IPCNC) is a college of the New Zealand Nurses Organisation Incorporated. The New Zealand Nurses Organisation (NZNO) is incorporated under the Incorporated Societies Act 1908 and is defined as a public benefit entity.

IPCNC has a committee of six to eight individuals elected from the membership that work to achieve a number of objectives.

Objectives of IPCNC

The objectives of IPCNC include:

- To be the lead voice for infection prevention and control in New Zealand. The college actively participates in and is represented in consultation groups for national and regional infection prevention and control.
- To reduce the incidence of healthcare associated infections amongst patients and residents.
- To affect improvements in patient care practices that can reduce cross infection.

Financial Statements of IPCNC

The IPCNC financial statements and accompanying notes have been prepared by the NZNO Management Accountant for the purposes of the IPCNC Committee and its membership.

NZNO auditors Deloitte Limited, audit the financial statements of NZNO which includes a review of the financial transactions of both NZNO and colleges and sections. The auditors give an opinion on the overall NZNO financial statements which include the consolidation of college and section transactions and balances, but does not give an opinion on the individual college and section financial statements and their accompanying notes.

Deloitte Limited at the conclusion of their audit provide comments on matters arising during the audit including any findings with respect to individual colleges and sections. For the 2018/19 audit no comments or findings specific to IPCNC were provided.

Measurement System

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on a historical cost basis are followed by NZNO and have also been used in the preparation of the IPCNC financial statements.

Goods and Services Tax (GST)

The financial statements are prepared on a GST exclusive basis, except that accounts receivable and accounts payable are stated inclusive of GST where applicable.

National Office Funding and Administrative Support

NZNO provided funding of \$3,239 in 2018/19 (\$3,557 2017/18) to IPCNC to meet the costs of Committee expenses. NZNO did not charge IPCNC for administrative support provided during 2017/18 and 2018/19.

Income Tax

In 2016/17 NZNO agreed that income tax liabilities arising from surpluses on taxable activities (e.g. conferences, training courses) undertaken by colleges and sections would be borne at NZNO level and would no longer be recovered from each college or section. Conversely tax refunds for losses on taxable activities would no longer be reimbursed to colleges and sections.

This change recognised the complexity and time involved in assessing and allocating individual tax liabilities for colleges and sections. Much of the deductible expenditure that could be claimed on behalf of colleges

and sections was dependent on an arbitrary allocation of the NZNO administrative overhead against taxable and non-taxable activities.

The impact of this change was first reflected in the 2017/18 IPCNC financial statements.

The one exception is resident withholding tax (RWT) on interest earnings, which is still recognised by each college and section as this is directly related to college and section interest income.



Professional Nursing Advisor report for IPCNC 2018-2019

NZNO has had a hectic and somewhat stressful year. I would like to thank the IPCNC committee for the excellent work they have done to manage the college. On behalf of the committee I would like to thank Racquel MacDonald for her contribution to the committee, we were sad to see her leave.

The college has moved from strength to strength and members should be proud of the involvement college members have had at a national level. Particularly the recent Infection Control Standards Workshop organised by the committee with support from ACC. The committee has also provided feedback on a number of review documents including Cornerstone and MDHB proposal for change regarding Clinical Nurse Specialist role.

The College held a successful conference in the Hutt Valley (2018). Thank you to the organisers of the 2018 conference and the current conference. It is not an easy task to organise a conference and those of both organising teams should be commended for their perseverance, courage and hard work. The National and conference committees are made up of volunteers and work hard to provide members with information and opportunities for collaboration.

The committee has exciting plans for the 2019-2020 year. These include a redevelopment of the college website to make it easier to use for members and administrators. The current website has worked well for a long time but the time has come to modernise it.

The following is a summary of NZNO activities over the 2018-2019 period:

- NZNO submitted on the need for a Public Health Model of Care. NZNO identified a range of systemic challenges and barriers. The submission said NZNO's collective aim was to make health and disability services free of institutional racism and to be culturally safe and supportive workplaces.
- The DHB MECA review document was released to staff and members. The document makes 15 recommendations all of which will be taken up by NZNO. The document can be viewed via this link: <https://www.nzno.org.nz/Portals/0/publications/2019-08-27-DHB-MECA-Review-Report-Redacted.pdf>
- The pay equity journey continues. Work on securing a pay equity settlement for nurses will take a major step forward next month when the work assessment interviews get underway.

- NZNO representatives attended the 2019 ICN meeting in Singapore. NZNO was awarded ICN's Gold Award for Membership Inclusiveness – international recognition that over 76% of NZ's nurses belong to NZNO.
- The WHO, in partnership with Nursing Now (the three-year global campaign to improve health by raising the status and profile of nursing) has declared 2020 as the Year of the Nurse and Midwife.
- NZNO held a special general meeting on the 16th of September. The purpose of this meeting was to vote on action about the President's conduct.
- NZNO continues to support and facilitate the implementation of the Care Capacity Demand Management (CCDM) program into DHBs. This system is supported by the ministry of Health and DHBs have to report progress directly to the Minister.
- NZNO Kaiwhakahaere Kerri Nuku presented a claim in the Waitangi Tribunal Health Kaupapa Case [WAI 2575]. The tribunal responded to her claim regarding the long standing ethnic pay disparities between nurses working for Maori providers vs nurses working elsewhere having a significant and ongoing impact on the lives of Maori nurses. The tribunal found it was unacceptable for nurses working for Māori and Iwi providers to be paid less or have worse working conditions.
- Results of research into fatigue in nurses, which Massey University's Sleep/Wake Research Centre, in collaboration with NZNO, initiated in 2011, were published in the International Journal of Nursing Studies.
- NZNO has established a working group to examine violence and aggression towards nurses. The group was formed in response to the increases in this violence and a call by the College of Emergency Nurses at last year's NZNO AGM for violence against nurses to be a priority for the organisation. Suzanne Rolls (PNA) is the group convenor.
- NZNO has been actively working with a variety of DHBs on staffing related issues. This includes a PIN notice under the Health and Safety Act in Nelson and a meetings with DHB management and Boards.

I look forward to another fruitful year working with the college and Committee.

Ngā mihi, kind regards,

Wendy Blair

Professional Nurse Advisor

Wendy Blair

Professional Nursing Advisor

