

# COMMONWEALTH NURSES AND MIDWIVES FEDERATION



## ANNUAL REPORT 2021-2022



INTERNATIONAL NURSES DAY | 12 MAY2022



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## **1. INTRODUCTION**

The Commonwealth Nurses and Midwives Federation (CNMF) was established in 1973 and accredited to the Commonwealth in 2004. The CNMF is registered in the United Kingdom as a private limited company (Company No: 8781428). The CNMF works with its membership: national nursing and midwifery associations from Commonwealth countries, affiliates, associates and individual members, in order to influence health policy, develop nursing networks, improve nursing standards and competence, and strengthen nursing leadership throughout the Commonwealth.

The CNMF maintains close links with Commonwealth bodies and civil society organisations within the Commonwealth 'family' and liaises with international bodies, such as the International Council of Nurses and the International Confederation of Midwives. These links enable the CNMF to plan strategically on issues of concern to nursing and midwifery in a global context. Additionally, the CNMF is affiliated with other international bodies such as C3 Collaborating for Health, and Health Information for All; and liaises with regional bodies such as the Caribbean Nurses Organisation; the South Pacific Nurses Forum; the East, Central and Southern African College of Nursing (ECSACON); and the West African College of Nursing (WACN). The CNMF participates actively in the work of Commonwealth bodies: the Commonwealth Foundation, the Commonwealth Secretariat, and the Commonwealth Health Professions and Partners Alliance (CHPA).

The cover photograph shows Queen Elizabeth II making a phone call to the CNMF President, Professor Kathleen McCourt, on the occasion of International Nurses Day 12 May. The Queen expressed her sincere thanks for the contribution of nurses during the COVID-19 pandemic.

The CNMF's work is supported by the provision of office space within the Royal College of Nursing, United Kingdom (RCN UK). The RCN UK also provide administrative and collegiate support and advice. The CNMF Executive Officers and Board are extremely grateful to the RCN UK and appreciative of the excellent support they provide and their encouragement for the work of the CNMF. The strategic directions for the CNMF focus on seven key areas: governance, administration, finance, projects, communication, liaison, and membership. This Annual Report is structured under these headings.

## **2. GOVERNANCE**

The CNMF is governed by an elected Board consisting of a President, Deputy President and an elected Board member from each of the six CNMF Regions (Atlantic; Asia; East, Central and Southern Africa; Europe; the Pacific; and West Africa). The major governance instruments of the CNMF are its Constitution and Strategic Plan. The Strategic Plan is supported by an annual work plan which forms the basis for a quarterly report from the Executive Secretary to the CNMF Board.

## 2.1 CNMF Board

The CNMF President and Deputy President are elected by all CNMF members. Board Members are elected by members from their region. Elections are conducted according to the CNMF Constitution. The Term of Office is four years.



The CNMF President, Professor Kathleen McCourt from the United Kingdom, and the CNMF Deputy President, Mrs Rosemarie Josey from the Bahamas, who commenced their first four-year terms in 2018.

CNMF Board members are: **Atlantic:** Mrs Bettyann Murray-John (Trinidad and Tobago); **Asia:** Ms Evelyn Kannan (India); **West Africa:** Mr Adeniji Abdrafui Alani (Nigeria); **East, Central and Southern Africa:** Mr Paul Magesa Mashauri (Tanzania); **Pacific:** Ms Annie Butler (Australia); and **Europe:** Mr Dimitris Loizou (Cyprus).



Bettyann Murray-John; Evelyn Kannan; Adeniji Abdrafui Alani; Paul Magesa; Annie Butler; and Dimitris Loizou



Ms Jill Iliffe has been the appointed CNMF Executive Secretary since April 2008. Mr Brian Christopher has been the CNMF Honorary Treasurer since 1 January 2017.

## 2.2 Other Governance Structures

The CNMF Constitution, which is publicly available on the CNMF website, <https://www.commonwealthnurses.org>, is reviewed each two years prior to the CNMF Biennial Meeting of Members. The Constitution was most recently reviewed at the 24<sup>th</sup> CNMF Biennial Meeting of Members in 2020 and will be reviewed by the CNMF Board before the 25<sup>th</sup> Biennial Meeting of Members in September 2022. The CNMF Strategic Plan is also reviewed each two years and submitted to members at the Biennial Meeting, The CNMF Strategic Plan 2020-2022 is also available on the CNMF website. The CNMF Executive Secretary provides a quarterly report to the CNMF Board addressing the seven CNMF strategic areas. Additionally all the requirements of being a registered company with UK Companies House are met as well as taxation obligations to Her Majesty's Revenue and Customs as a company registered in the UK.

## 2.3 25<sup>th</sup> CNMF Biennial Meeting of Members

The CNMF Board has made a decision to hold the 25<sup>th</sup> CNMF Biennial Meeting of Members online in September 2022. Nurses and midwives are still experiencing difficulties in obtaining leave to attend international events and international travel is still uncertain and costly. This will be the first time that the Biennial Meeting of Members has not been held face to face. The meeting will be held over two time zones to allow maximum participation.

## 3. ADMINISTRATION

CNMF administrative processes are constantly evaluated for their efficiency and timeliness.

- Contact details for all CNMF member associations, Chief Nursing Officers and Nursing Registrars are updated annually to ensure reliable and consistent communication.
- The CNMF website is regularly updated.
- The CNMF bank accounts allow online access and electronic transfer of funds and constant monitoring of income and expenditure.
- The CNMF has a comprehensive data base which includes regular contacts as well as subscriptions to the monthly *e-News* and the bi-annual CNMF journal: *The Commonwealth Nurse*.
- The CNMF has eliminated paper files and all files are now stored in an electronic format. Electronic access to files, email, the website, the internet and the CNMF bank account allows seamless and timely administration regardless of geographic location.
- Regular use is made of electronic communication, such as email, Skype, and Zoom to reduce communication costs.
- The CNMF has established an online digital file archive attached to the CNMF website. The archive has the capacity to store all CNMF files from 1973 in an orderly searchable format. The archive is password protected, however is accessible to researchers and students on request. Gradually, existing digital files and digitised paper files are being transferred to the online archive, securing the history of the CNMF for future generations.

## 4. FINANCES

The CNMF is funded through a combination of membership fees, grants from funding bodies, consultancy fees, donations, and gifts. Grant funding during 2021-2022 was received from the International Training and Education Centre for Health, University of Washington. Accessing ongoing funding is a perennial and time consuming problem. The activities and impact of the CNMF is limited only by access to funding. Considerable savings are generated by the use digital media to maintain contact with members rather than telephone and postage; and by uploading documents to the website rather than printing. Savings are also generated by the opportunistic planning of activities to coincide with other events. The CNMF financial records are independently audited. The 2021-2022 audit forms part of this Annual Report.

## 5. PROJECTS

The CNMF focus is on in-country, rather than regional, project work. In-country project work allows the CNMF to extend its reach, reduce costs, and achieve a greater impact with a critical in-country mass enhancing effect and outcome. The CNMF also seeks partners from a broader field in addition to traditional Commonwealth sources. There is a focus on supporting national nursing and midwifery associations so they can have a greater impact at government level (leadership, governance, capacity building, media, lobbying) and working with national associations to provide them with evidence to support their lobbying (surveys and research). Project work since the beginning of the COVID-19 pandemic in March 2020 has been restricted to online, however it has been possible to continue existing CNMF projects using online technology.

### 5.2 Mental Health Legislation Reform Project

The CNMF is continuing to work with selected Commonwealth countries to reform their mental health legislation. New mental health legislation has been enacted in the Seychelles and a final draft Bill has also been presented to the Ministry for Health in Botswana for submission to Parliament. Various questions have been sent from Parliament to the Botswana National Mental Health Advisory Committee (NMHAC) and a response to these questions is currently being considered by the Botswana NMHAC. The CNMF, supported by the Commonwealth Secretariat, is currently working with an NMHAC established by the Government of the Bahamas to write new mental health legislation for the Bahamas. This work was disrupted due to the impact of Hurricane Dorian on the Bahamas as well as the impact of COVID-19. A broad range of stakeholder consultations have been conducted and the Bill revised in line with stakeholder feedback. The Bill is now being finalised to the submitted to the Ministry of Health for their comment. It is anticipated that the work on supporting the reform mental health legislation will continue with other countries in the Commonwealth.

### 5.3 Scopes of Practice and Standards of Practice for Registered Health Professionals in Cambodia

The CNMF Board approved the regulation project in Cambodia, despite it not being a Commonwealth country. The initial focus of the Cambodia project, which began in August 2020, was to develop a scope of practice and standards of practice for midwives. The project was later extended to develop a scope of practice and standards of practice for nurses. In June 2021 the CNMF was requested by the Dental Council of Cambodia and the Pharmacy Council of Cambodia to undertake the development of a scope of practice and standards of practice for those two professional groups. This work began in the second half of 2021 with the establishment of a technical working group for each profession.



# 6. COMMUNICATION

## 6.1 Website

The CNMF website provides an interactive environment in which to publicise and report on CNMF activities. The website is an essential and integral component of the CNMF communication strategy. The website is managed in-house to reduce operating costs. The website contains a secure site for the CNMF Board and Appointed Officers. A searchable digital archive has been attached to the CNMF website to provide permanent and secure storage for all CNMF files. Old paper files are gradually being scanned, digitised, and added to the archive to secure the CNMF history for the future. The archive is password protected however is available to researchers and students on request.



<http://www.commonwealthnurses.org>

## 6.2 CNMF e-News

The CNMF produces a monthly e-News bulletin to keep members and other relevant organisations and interested stakeholders informed of CNMF activities, and bring to them up to date information about other relevant global issues and events. The e-News has a wide circulation and is extremely popular. A subscription form is available on the CNMF website (subscriptions are free). CNMF members and friends are encouraged to distribute the e-News within their own networks.



### 6.3 CNMF Journal: *The Commonwealth Nurse*

The CNMF journal, *The Commonwealth Nurse*, is produced twice yearly and provided free to members. The journal is produced in-house to reduce costs. Apart from providing an overview of CNMF activities, *The Commonwealth Nurse* provides information and also publishes articles submitted by members. *The Commonwealth Nurse* is an open access journal, freely available from its own website: <http://www.thecommonwealthnurse.com>. The journal is no longer produced in print form. The journal can be downloaded in its entirety or by individual article.



### 6.4 Social Media

The CNMF has a presence on Twitter, Facebook, and Instagram and regularly posts to those media.



## 7. LIAISON

### 7.1 The Commonwealth Health Professions and Partners Alliance (CHPA)



The CHPA is an alliance of Commonwealth accredited health professional associations. By working together, members of the CHPA can more efficiently and effectively represent and support health professionals in Commonwealth countries and promote high standards of care and equity in access to care for Commonwealth peoples.

## 7.2 Commonwealth Civil Society Policy Forum

The CNMF, as an elected executive member of the Commonwealth Health Professions and Partners Alliance (CHPA), and in partnership with the Commonwealth Foundation and other civil society organisations hosted the 2021 Commonwealth Civil Society Forum (CCSPF) in May 2020 which was organised by the Commonwealth Medical Association.



Figure: Dynamics that constitute the commercial determinants of health

The title of the Forum was: *Commercial determinants of health: evidence, tools, dialogue and advocacy*. Presentations focused on the new World Health Organisation program of action: *The economic and commercial determinants of health*, which has four goals:

- To strengthen the evidence base,
- To develop tools and capacity to address the commercial determinants,
- To convene partnerships and dialogue, and
- To raise awareness and advocacy.

The 2022 CCSPF was hosted by the Commonwealth Association for Paediatric Gastroenterology and Nutrition (CAPGAN). A report of the CCSPF, including key actions for Commonwealth Health Ministers is available on the CHPA website: <http://www.chpa.co>.

## 7.3 Commonwealth Liaison

The CNMF maintains close relationships with the Commonwealth Secretariat and the Commonwealth Foundation. The CNMF is a Commonwealth accredited civil society organisation. The Commonwealth Secretariat has developed a process of annual reporting for Commonwealth accredited civil society organisations. The CNMF meets all annual reporting requirements. The CNMF endeavours to be represented at all relevant meetings of the Commonwealth Secretariat.

## 7.4 Regional Liaison

All CNMF Board Members participate in regional activities on behalf of the CNMF. The CNMF Europe Region holds a biennial nursing and midwifery conference; the Caribbean Nurses Organisation also holds a biennial conference in the CNMF Atlantic Region; the East, Central and Southern Africa College of Nursing (ECSACON) holds a triennial scientific conference in the CNMF ECSA Region; the West Africa College of Nursing (WACN) holds a biennial conference in the CNMF West Africa Region; and the South Pacific Nurses Forum holds a biennial conference in the CNMF Pacific Region. These regional activities provide an opportunity for CNMF Regional Board Members to interact with members in the region and share CNMF activities.



## 7.5 International Liaison

The CNMF has a positive relationship with the International Council of Nurses and the International Confederation of Midwives. The CNMF participates in celebrations for International Day of the Midwife 7 May and International Nurses Day 12 May. The CNMF is a member of the Global Health Workforce Alliance; Health for All; and the White Ribbon Alliance for Safe Motherhood.



International  
Confederation  
of Midwives

Strengthening Midwifery Globally



## 8. MEMBERSHIP

The CNMF actively pursues membership. The CNMF membership fees are published on the CNMF website: <http://www.commonwealthnurses.org>. Two thirds of CNMF members pay the lowest membership rate, currently £100.00 per annum. Transaction costs for these small amounts are quite high. The purpose of the CNMF is to support members with capacity building, education and training, networking, and developing leadership. There is great need among CNMF members, and the capacity to respond to those needs is limited only by access to funding. The time spent in making funding applications is onerous for small organisations however the CNMF has demonstrated that a great deal can be achieved with a relatively small amount of funding.

## 9. CHALLENGES AND FORWARD PLANS

### 9.1 COVID-19 and vaccination inequity

It is over two years since the world closed its borders in an unsuccessful attempt to prevent the spread of COVID-19. The rights and wrongs of the global response to COVID-19 will be the subject of opinion, debate, and research for years to come. A major concern for nurse and midwife members of the CNMF, as well as many other people, is the inequity of vaccine access across different countries. The UNHCR statement of May 21 said: *We have a choice – vaccine nationalism or human solidarity. As the pandemic has shown us, in our interdependent world no-one is safe until everyone is safe.* It was incredibly disappointing, that within the Commonwealth, inequity was also demonstrated. The Commonwealth Secretariat has provided excellent data both of COVID-19 infections across the Commonwealth and vaccination. However that has not led to a commitment from Commonwealth governments to vaccine equity. It is a missed opportunity for the Commonwealth to demonstrate how human solidarity can look.

### 9.2 Forward plans

CNMF project work during the remainder of 2021 and the first half of 2022 will be very dependent on the global situation with COVID-19 and the possibility and safety of international travel. The CNMF will continue to meet CNMF objectives and grow membership to provide a stable core income on which project work can be built.

The CNMF is greatly indebted to the President, Council, Chief Executive, and staff of the Royal College of Nursing United Kingdom for the ongoing support provided to the CNMF.

The CNMF Board would like to formally thank all CNMF members who are so diligent in providing input and direction to the work of the CNMF and all the many friends of CNMF for their contribution toward making the CNMF a successful and dynamic organisation. The Board would also like to acknowledge that it has been a tough two years for nurses and midwives across the Commonwealth, however the commitment and dedication of nurses and midwives everywhere has been outstanding and demonstrated clearly the value they bring, and how essential the care they provide is, to their countries health and wellbeing.



Jill ILIFFE  
Executive Secretary  
Commonwealth Nurses and Midwives Federation

**COMMONWEALTH NURSES AND MIDWIVES FEDERATION**

**RECEIPTS AND PAYMENTS ACCOUNT**

**Receipts**

	<b>2022 £</b>	<b>2,021 £</b>
Consultancy income	30,749	11,534
Miscellaneous	2	21
Member subscriptions	2,595	22,661
Mental Health Law Reform project	0	14,980
Donation	0	250
Bank fees refund	0	978
Office services refund	0	100
	<b>33,346</b>	<b>50,524</b>

**Payments**

Consultancy Fee	31,278	14,605
Office services - stationery, printing, postage, telephone etc	217	367
Office attendance (travel, accommodation)	0	0
Officer travel and accommodation	0	0
Treasurer's Honorarium	0	1,481
Capital equipment and Infrastructure	0	0
Publications	283	261
Website	1,134	1,077
Auditor's fee	1,017	1,017
Bank fees	249	285
Corporation Tax	0	0
Net Adjustment/Currency exchange (gain)/loss on AU\$	73	902
Miscellaneous	0	28
Meetings - Board travel and accommodation - Zoom communication	124	128
Company Registration	13	13
CHPA	113	98
Affiliations	267	167
Commonwealth Civil Society Forum	182	1,221
Mental Health Legislation project	0	5,334
Cambodian consultancy	3,250	9,800
Commonwealth Nurses and Midwives Conference	0	10,000
African Regulatory Collaborative	190	98
	<b>38,390</b>	<b>46,882</b>
Surplus/(Deficit) for the year	(5,044)	3,642
Surplus b/fwd at 01 July 2021	8,440	4,798
Surplus c/fwd at 30 June 2022	<b>3,396</b>	<b>8,440</b>

**Surplus represented by:**

Bank balance	1,977	8,440
Cash in hand	0	0
Add debtors and prepayments	1,419	0
	<b>3,396</b>	<b>8,440</b>
Less creditors and accrued liabilities	0	0
	<b>3,396</b>	<b>8,440</b>




**Executive Secretary**



**President**

**AUDITOR'S REPORT**

I have audited the Receipts and Payments Account of the Commonwealth Nurses and Midwives Federation (CNMF) with the books and vouchers of the CNMF, and have obtained all the necessary information and explanations. In my opinion the receipts and payments are properly drawn up so as to exhibit a true and fair view of the affairs of the CNMF for the year ended 30 June 2022.



**Peter Westley BA, FCCA Chartered Certified Accountant 13 September 2022**



Commonwealth Nurses  
and Midwives Federation

[www.commonwealthnurses.org](http://www.commonwealthnurses.org)