

INTRODUCTION FOR NEW MEMBER ORGANISATIONS

Welcome

The Coalition of National Nursing Organisations (CoNNO) welcomes you to the coalition and looks forward to your contribution and that of your organisation to achieving the goals of the CoNNO.

The purpose of this document is to assist new members to CoNNO to become familiar with the structure, vision, principles, objectives, and code of conduct for the coalition, and provide information about relevant meetings, funding, secretariat role, and travel arrangements.

Structure

The structure of the CoNNO is represented in the diagram below and is made up of the following:

The member organisations – see Schedule 1 of the Governance Framework

The Council – is the governance committee of the CoNNO. It acts in the collective interest of CoNNO. The Council consists of 8 elected representatives from Member organisations, and 1 representative who maintains the secretariat.

In the provision of leadership and support to achieve the strategic aims and operations of CoNNO, the Council positions are:

- Chairperson
- Deputy Chairperson
- Treasurer – Representative of the Australian Nursing Federation as Secretariat
- Six additional members nominated by CoNNO member organisations

The Secretariat – services are provided by the Australian Nursing Federation

Vision

The national professional nursing organisations are a strong alliance influencing health care for the Australian community and the profession of nursing for nurses.

Purpose

The role of the Coalition of National Nursing Organisations is to advance the nursing profession to improve health care for people.

Objectives

In order to achieve its Vision, the Coalition of National Nursing Organisations will:

- Be a forum for discussion and consultation on professional matters
- Facilitate communication between members and other stakeholders
- Influence and contribute to public discussion on health policy
- Advocate to increase nursing research capacity
- Assist the development of governance and capacity of member organisations
- Contribute to professional frameworks
- Promote recognition as a prominent representative group
- Influence the development of a sustainable nursing workforce
- Review and establish a CoNNO structure.

Code of Conduct

The *Code of Professional Conduct for Nurses in Australia* (2003) and the *Code of Ethics for Nurses in Australia* (2002) are the foundation for the practice of members of the Member organisations of CoNNO.

Relationships between the Members of the CoNNO are underpinned by the following values:

- Honesty
- Integrity
- Trust
- Respect.

Obligations of CoNNO members and delegates

Consistency of Attendance of Member Organisation's Representatives

The CoNNO Member organisations undertake to attend all meetings of the CoNNO and any CoNNO Sub-Committee meetings on which they are represented.

The CoNNO Member organisations undertake to ensure that there is some continuity of representation in CoNNO meetings and activities to enable continuity in the discourse and progress of projects.

Where the same representative is unable to attend consecutive meetings, the relevant CoNNO Member organisation(s) undertake to ensure their new/alternate attending representative:

- Is well briefed by the previous representative and/or the organisation's executive on current and upcoming issues being dealt with by CoNNO; and
- Is authorised to speak on behalf of the CoNNO Member organisation and make decisions at the CoNNO meetings and at the meetings of any sub-committees of which they may be members; and
- Provides a full briefing back to the CoNNO Member organisation to enable continuity and progress with issues raised at the meetings.

Preparation for meetings and authority to represent the member organisation's interests

The CoNNO Member organisations undertake to ensure that the representatives attending CoNNO meetings are well prepared to participate in discussion and progress on Agenda items. This includes being well briefed on the interests and position of the Member organisation in relation to the item and having the authority to make decisions on the Member organisation's behalf in relation to these matters.

Following up on Undertakings

The CoNNO Member organisations will ensure that where undertakings have been given to take action in relation to matters arising from meetings of the CoNNO or Sub-Committees, these will be followed up within the agreed time-frame.

Involvement in CoNNO Strategic Initiatives

The CoNNO Member organisations undertake to be actively involved in progressing the Strategic Aims set by CoNNO.

Conflicts of Interest

The CoNNO representatives of the Member organisations undertake to declare (to the CoNNO Chair in the first instance) any conflicts of interest that may arise due to the duality of roles that the representatives of the Member organisations have, first to the professional organisation they are representing, and also to the CoNNO. Conflicts of interest can also arise from other political or commercial interests and close personal relationships.

For further information refer to the CoNNO Governance Framework p.9.

Privacy & Confidentiality

The CoNNO Member organisations undertake to ensure:

- the protection of any personal information held;
- the information can be accessed by the person; and
- the information is accurate and appropriate for the purpose for which it is collected.

Meetings

Face to face meetings are held twice every year. A meeting is held in Sydney in May and Melbourne in October. Further information is available from the website: www.conno.org.au or from the Secretariat: conno@conno.org.au

Funding

Under an agreement between the Australian Nursing Federation as Secretariat for CoNNO and the Commonwealth Department of Health and Ageing, CoNNO receives funding to assist with the twice yearly meetings.

The funds are to contribute to the venue hire, printing, travel, personnel, secretariat costs, postage and promotional costs for the twice yearly meetings.

Travel arrangements

The funding agreement allows for an economy class return air fare for one representative from each of twenty member organisations of CoNNO to attend meetings, and for members travelling from outside a metropolitan area, for additional travel to a capital city and accommodation (must be approved by the Secretariat).

Governance Framework

All members should obtain a copy of the CoNNO Governance Framework, which contains further information and details about the governance and processes of the Coalition. Copies are available from the Secretariat or downloaded from the website: www.conno.org.au/pdf/CoNNO_Governance_Framework.pdf

If you have any further question please contact the Chair or the Secretariat.