

COMMONWEALTH NURSES AND MIDWIVES FEDERATION



ANNUAL REPORT 2015-2016



22nd CNMF Biennial Meeting London March 2016



3rd Commonwealth Nurses and Midwives Conference March 2016



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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 incorporated 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, 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 the Global Health Workforce Alliance; the White Ribbon Alliance; C3 Collaborating for Health; and Health Information for All; as well as regional bodies such as the Caribbean Nurses Association; the South Pacific Nurses Forum; the East, Central and Southern 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 Alliance.

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 provides administrative support 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, projects, communication, liaison, administration, finance and membership. The 2015-2016 audit report form part of this annual report as well as the forward looking CNMF Strategic Plan for 2017-2018.

2. GOVERNANCE

The CNMF is governed by an elected Board consisting of a President, Vice President and six Board members 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.

The CNMF President, Vice President and Board members are elected for a four year term and are eligible for re-election for a second four year term. The President and Vice President are elected by all CNMF members. Board Members are elected by members from their region. There were no elections necessary or scheduled during the 2015-2016 year. Elections are conducted according to the CNMF constitution.

3. ELECTED AND APPOINTED OFFICERS



The CNMF President, Ms Ramziah Binti Ahmad from Malaysia, and CNMF Vice President, Professor Kathleen McCourt from the United Kingdom, commenced their first four-year terms in 2014.

Current CNMF Board members are: **Europe:** Mr George Saliba (Malta); **Pacific:** Ms Annie Butler (Australia); **Atlantic:** Mrs Rosemarie Josey (Bahamas); **Asia:** Mr Keerthi Wanasekera (Sri Lanka); **West Africa:** Ms Hossinatu Mary Kanu (Sierra Leone); **East, Central and Southern Africa:** Mr Paul Magesa Mashauri (Tanzania).



Ms Jill Iliffe has been the appointed CNMF Executive Secretary since April 2008. Mrs Angela Neuhaus was been the appointed CNMF Honorary Treasurer since 2008.

4. 22nd BIENNIAL MEETING OF MEMBERS

Delegations from the following countries attended the 22nd CNMF Biennial Meeting: Australia, Bahamas, Botswana, Cook Island, Cyprus, Ghana, India, Jamaica, Malaysia, Malta, Rwanda, Sierra Leone, South Africa, Tanzania, Trinidad and Tobago, and the United Kingdom. Apologies were received from Zimbabwe, Uganda, Cameroon, Sri Lanka, Barbados, and Canada. The Biennial Meeting is the business meeting of the CNMF where reports covering the preceding two years are received from the Executive Secretary, Treasurer, and Board Members and where strategic directions are set for the coming two years.

Guest speakers at the Biennial Meeting included: Dr Linda Lewis from the American Nurse Credentialing Centre, a major sponsor of the conference. Other speakers were: Ms Fleur Anderson from WaterAid with the launch of a new campaign on water, sanitation and hygiene in partnership with the CNMF and the International Confederation of Midwives; Dr Joanna Riha, Policy Director, UK All Parliamentary Group on Global Health seeking input into their review of nursing and midwifery; and Ms Peggy Vidot, Principal Secretary, Ministry of Health Seychelles and a former President of the CNMF.

Three policy debates were conducted led by CNMF members. The first policy debate looked at whether there are advantages for a professional association in registering as a trade union and if so, what they are? The second policy debate looked at cadres with non-nursing qualifications doing nursing work; whether or not they should be classified as nurses and whether they should be regulated by the nurse regulatory authority? The third policy debate looked at some of the options for developing a career structure for nurses who want to remain or specialise as clinicians?

4. ADMINISTRATION

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

- All CNMF member associations, Chief Nursing Officer and Nursing Registrar addresses 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 to reduce costs through email and Skype.

The CNMF was saddened by the death of Miss Margaret Brayton in April 2016, who was the first Executive Secretary of the then Commonwealth Nurses Federation, a position she held for 20 years. Miss Brayton had been a resident in an aged care facility for several years and was 96 when she died. The CNMF was represented at her funeral by CNMF Vice President, Professor Kathleen McCourt and Jill Iliffe, Executive Secretary. The second CNF Executive Secretary, Ms Patricia Larby was also in attendance. Many expatriate nurses, particularly from Africa and the Caribbean attended her funeral as well as colleagues from other Commonwealth organisations.



Margaret Brayton's funeral

Margaret as a young nurse; receiving her OBE; Margaret's 90th birthday

5. FINANCES

The CNMF is funded through a combination of membership fees, grants from funding bodies, consultation fees, and gifts. Grant funding during 2015-2016 was received from the Commonwealth Foundation and the Burdett Trust for Nursing. Consultancy income was through the ARC initiative; and projects funded by the Public Health Informatics Institute; and 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 of Skype and email 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 auditor's report forms part of this report.

6. 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 than 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, media, lobbying) and working with national associations to provide them with evidence to support their lobbying (surveys and research).

6.1 Maternal and Child Health Education

The CNMF was funded by the Burdett Trust to maternal and child health education and training to midwives in Lesotho, Malawi, and Tanzania. During the 2015-2016 year, two training programs were conducted in Lesotho. Fifty two nurses and midwives attended the training which was supported by the Lesotho Ministry of Health and the Lesotho Nurses Association.



6.2 Mental Health Legislation Project

In 2014, the CNMF was successful in a funding application to the Commonwealth Foundation for a Participatory Governance Grant to work with two Commonwealth countries to assess their mental health legislation against the United Nations Convention on the Rights of Persons with Disability, recommend areas where reform is indicated, and if recommended, develop drafting instructions for a new mental health Bill. The two countries participating are Botswana and Seychelles. National Mental Health Advisory Committee (NMHAC) to oversee the project in-country were established. During 2015-2016, the Seychelles NMHAC met in September and October 2015 and the Botswana NMHAC met in August and November 2015. During the period both countries received the report of the researcher, Dr Soumitra Pathare from the Indian Centre for Mental Health Law and Policy, of the assessment of their mental health legislation. In both countries, the NMHAC and meetings of stakeholders confirmed the need for the drafting of new legislation. These decisions were supported by the respective Ministries of Health. The researcher, together with the NMHAC in both countries, will now prepare drafting instructions for the new Bill.



6.3 African Regulatory Collaborative (ARC)

The African Health Professions Regulatory Collaborative (ARC), is an initiative designed to build the capacity of Africa’s health professional leadership for nursing and midwifery. The partners are the United States Centers for Disease Control and Prevention (CDC); Emory University’s Lillian Carter Center for Global Health and Social Responsibility; the East, Central and Southern Africa Health Community (ECSA-HC), and the Commonwealth Nurses and Midwives Federation. The initiative is funded by the United States *President’s Emergency Plan for AIDS Relief* (PEPFAR). The aim of the collaborative is to improve health professional standards and practice in the region using local solutions and peer-based learning. The ARC conceptual framework is adapted from the Institute for Healthcare Improvement (IHI) model for breakthrough organisational change. The structure of the IHI model is a series of alternating learning sessions and action periods. In addition to attending ARC meetings, the CNMF writes the reports of the meetings and maintains the ARC website. This generates consultancy income for the CNMF.

6.3.1 ARC East, Central and Southern Africa

From 2011-2015 ARC worked with countries in the east, central and southern Africa region: Botswana, Ethiopia, Kenya, Lesotho, Malawi, Mauritius, Mozambique, Namibia, Rwanda, Seychelles, South Africa, South Sudan, Swaziland, Tanzania, Uganda, Zambia and Zimbabwe. During the reporting period, the CNMF participated in ARC learning sessions in Johannesburg, South Africa in July 2015 and Harare, Zimbabwe in November 2015 and the ARC Summative Congress in Johannesburg, South Africa February 2016.



ARC First Learning Session Johannesburg South Africa July 2015

6.3.2 ARC West and Central Africa

In 2015 a new ARC initiative was commenced in West Africa, working with three countries: Cameroon, Cote d'Ivoire, and the Democratic Republic of the Congo. The initiative provided small grants for nurses and midwives in those countries to undertake quality improvement projects in health facilities that had a high HIV volume, with a particular focus on women and children. The CNMF attended the West Africa ARC Summative in Cameroon in July 2015, and learning sessions also held in Cameroon in October 2015, and April 2016.



ARC West Second Learning Session Douala Cameroon April 2016

6.3.3 LARC

Another ARC initiative in 2015 was a project to link nurses and midwives with laboratory personnel and improve communication and working relationships between the two groups. The initiative was given the acronym LARC (Laboratory African Regional Collaborative). The focus of the initiative is on improving the uptake of viral load testing for HIV, specifically in five areas: demand creating for testing; specimen collection and processing; laboratory testing; results reporting and clinician interpretations; and patient management. The CNMF attended the first meeting of the LARC initiative in Johannesburg South Africa in February 2016.



LARC Summative Congress Johannesburg South Africa February 2016

6.3.4 ARC Technical Assistance Seychelles

The CNMF provided technical assistance to the Seychelles ARC team to develop a national CPD Framework for nurses and midwives. The CNMF worked with a technical working group over two days February 2016 with the third day being spent with a different group of nurses and midwives to validate the framework.



6.4 Botswana Task Sharing Policy

The CNMF was invited by the Public Health Informatics Institute to provide consultancy services to Botswana to develop a Task Sharing Policy for Nurses and Midwives. This project commenced in February 2015 and concluded in September 2016. The Task Sharing Policy was presented to three broader health professional groups for comment: nurses and midwives; medication practitioners; and pharmacists and laboratory personnel. Input received from the groups was incorporated into the policy which was subsequently presented to the Botswana Ministry of Health.

6.5 Tanzania Generic CPD Framework

The CNMF was invited by the International Training and Education Centre for Health, University of Washington to provide consultancy services to the Tanzania Ministry of Health to develop a generic CPD framework covering all health workers in Tanzania, both registered and non-registered. A technical working group meeting to develop the first draft of the framework was held in May 2016. A further TWG meeting will be held to refine and finalise the framework for submission to the Tanzania Ministry of Health.



6.6 3rd Commonwealth Nurses and Midwives Conference

The 3rd Commonwealth Nurses and Midwives Conference was held in London, United Kingdom, March 2016. There were 212 participants from the following countries: Australia, Singapore, United Kingdom, Canada, South Africa, Brunei Darussalam, India, Swaziland, Sudan, Sierra Leone, Malta, Japan, Rwanda, Ghana, Trinidad and Tobago, Grenada, Cyprus, Papua New Guinea, New Zealand, Malaysia, Tanzania, United States of America, Jamaica, Cook Islands, Botswana, Kenya, and the Bahamas. Unfortunately, participants from Sri Lanka, Cameroon, Zimbabwe, Nigeria, and Uganda were refused entry visas to the United Kingdom. The theme of the conference was: *Toward 2020, celebrating nursing and midwifery leadership*. Presentation covered five themes: Leadership in clinical practice; leadership in policy and projects; leadership in research and innovation; leadership in management and administration; and leadership in education and training. Presentations from the conference are available on the CNMF website: <http://www.commonwealthnurses.org>.

7. COMMUNICATION

7.1 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. Website statistics are collected monthly. The website contains a secure site for the CNMF Board and Appointed Officers.



Commonwealth Nurses and Midwives Federation



SEARCH E-NEWS LOGIN

HOME ABOUT MEMBERSHIP PUBLICATIONS RESOURCES NEWS ARCHIVES DIASPORA AND LINKS FILES ARCHIVE

<http://www.commonwealthnurses.org>

7.2 CNMF e-News

Since May 2008, the CNMF has produced a monthly e-News bulletin to keep members and other relevant organisations and interested stakeholders informed of CNMF activities. The e-News has a wide circulation and is extremely popular with over 1800 email addresses on its data base. A subscription form is available on the CNMF website (subscriptions are free). Copies of the e-News are uploaded to the CNMF website where previous copies are also available. CNMF members and friends are encouraged to distribute the e-News within their own networks. The e-News allows the CNMF to keep in touch with members and to let them know not only what activities the CNMF is undertaking, but also bring to them up to date information about other things that are happening throughout the Commonwealth.

The image displays three covers of the CNMF e-News bulletin. The first cover (Vol 8 Issue 8 August 2015) features articles on 'REGISTRATION NOW OPEN 3rd Commonwealth Nurses and Midwives Conferences', 'MATERIAL DEATH REVIEW PRACTICES AND PROCEDURES', and 'GLOBAL HANDWASHING DAY'. The second cover (Vol 9 Issue 5 May 2016) features 'LESOTHO 2nd YEAR MONITORING THEIR NATIONAL CPD FRAMEWORK', 'BOTSWANA FINALISES THEIR SCOPES OF PRACTICE FOR NURSES AND MIDWIVES', and 'BECOME A CNMF MEMBER'. The third cover (Vol 9 Issue 6 June 2016) features 'MALE MISS MARGARET BRAYTON', 'TRIBUTE TO MARGARET BRAYTON', and 'NEW FILM FROM MEDICAL AID FILMS'.

7.3 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 can be downloaded in its entirety or by individual article. The journal is no longer produced in print form.

8. LIAISON

8.1 The Commonwealth Health Professions Alliance (CHPA)



The CHPA is an alliance of Commonwealth 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. The CNMF is an elected executive member of the CHPA.

8.2 Commonwealth Civil Society Forum

The CNMF, as a member of the Commonwealth Health Professions Alliance (CHPA), and in partnership with the Commonwealth Foundation and McKinsey and Company hosted the 2016 Commonwealth Civil Society Forum (CCSF) held in conjunction with the annual Commonwealth Health Ministers' meeting. The title of the CCSF was: *Health security and universal health coverage*. Presentations addressed both collective and individual health security and covered topics such as: universal health coverage; trade agreements; natural disasters; man-made disasters; NCDs; and health system shocks. A report of the CCSF was presented to Commonwealth Health Ministers' at their meeting the following day. The CCS Forum report is available on the CHPA website: <http://www.chpa.co>.

8.3 Commonwealth Liaison

The CNMF maintains close relationships with the Commonwealth Foundation and the Commonwealth Secretariat. 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 the annual reporting requirements. The CNMF endeavours to have representation of all relevant meetings at the Commonwealth Secretariat and acknowledges the CNMF Vice President, Professor Kathleen McCourt who undertakes this function. The CNMF has regular contact with the Commonwealth Foundation through involvement with the annual Commonwealth Civil Society Forum and the mental health legislation reform project which is funded by the Commonwealth Foundation.

8.4 International Liaison

The CNMF has a positive relationship with the International Council of Nurses (ICN) and the International Confederation of Midwives. The CNMF participates in celebrations for International Midwives Day 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.



9. MEMBERSHIP

The CNMF actively pursues membership. During 2014-2015 the CNMF welcomed the Rwanda Nurses and Midwives Union and the Brunei Darussalam Nurses Association into membership. The CNMF membership fees are published on the CNMF website: <http://www.commonwealthnurses.org>. More than two thirds of CNMF members pay the lowest membership rate, currently £100.00 per annum. Transaction costs for these small amounts are quite high. At the 21st CNMF Biennial Meeting, members passed significant constitutional changes in relation to membership, opening up membership to affiliates, associates, and individuals together with an appropriate voting and subscription structure. The new membership structure maintains the integrity of the existing structure while opening up the organisation to other members. The new membership structure began on 1 January 2015. A number of membership applications have been received in the new categories.

10. FORWARD PLANS

As the CNMF has only one full time staff member, the involvement of Board members, who give freely of their time and energy to govern the CNMF, is critical to CNMF being able to effectively meet the needs and requests of members. CNMF Board members are committed to identifying opportunities in their region to promote and represent the CNMF and to conducting one CNMF activity in their region each two years.

CNMF work will continue in 2017 to meet CNMF objectives and grow membership to provide a stable core income on which project work can be built. The CNMF will continue its consultancy work with the African Regulatory Collaborative as an active member of the ARC faculty; writing reports; providing technical assistance; and managing the website until the end of August 2017 when funding for the initiative will cease. Two new projects have been funded by the Burdett Trust for Nursing: three further maternal health programs in Sierra Leone and a nurses' health project based in the South Pacific. An internal project has commenced to digitise and archive all CNMF files in a secure storage area on the CNMF website.

The CNMF will also maintain the same level of activity in relation to the CNMF website, *The Commonwealth Nurse*, and the monthly CNMF e-News.

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. The search for a diversified funding base will continue during 2016-2017 in order to expand activities on behalf of members. The President, Vice President, Board members, Executive Secretary, and Honorary Treasurer 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.



JILL ILIFFE
Executive Secretary
Commonwealth Nurses and Midwives Federation



THE COMMONWEALTH NURSES AND MIDWIVES FEDERATION STRATEGIC PLAN 2014-2016

The purpose of the CNMF is to contribute to the improved health of citizens of the Commonwealth by fostering access to nursing education, influencing health policy, developing nursing networks and strengthening nursing leadership.

PROGRAMS

The CNMF will provide a wide range of programs and activities in consultation with and in partnership with members.

1. Programs will be developed in response to identified needs and emerging issues.
2. Programs conducted by the CNMF will be determined in consultation with members and the CNMF Board.
3. Board members will be actively involved in delivering CNMF programs.
4. All programs will be evaluated and a report made publicly available on the CNMF website.
5. Programs will be provided across all regions of the CNMF.

MEMBERSHIP

The CNMF will provide a high quality service to members providing information, regular communication, and supporting capacity building and leadership development.

1. Current membership will be actively maintained and new membership sought.
2. Members will be provided with regular communication on issues of interest to them.
3. Input from members will be sought when preparing CNMF responses to issues of interest or concern.
4. The membership data base will be kept current.
5. A proposal for expanding membership categories will be developed and submitted to the CNMF Biennial Meeting in 2014.

COMMUNICATION

The CNMF will have a dynamic communication strategy which will effectively and attractively promote its purpose and activities to members and other stakeholders.

1. The CNMF e-News will be published monthly and sponsorship maintained.
2. The *Commonwealth Nurse* will be published bi-annually; member contributions actively sought; and advertisements and sponsorship sought to offset costs.
3. The *Commonwealth Nurse* will be published online from its own website to increase access and reduce paper, printing and postage costs.
4. The CNMF website will be updated regularly.
5. Opportunities will be sought to have CNMF activities publicised in other communication media and published in other relevant journals.

LIAISON

The CNMF will maintain active links with relevant stakeholders within the Commonwealth and the wider international community in order to fulfil its purpose.

1. Close links with the Commonwealth Foundation and the Commonwealth Secretariat will be maintained and opportunities pursued to partner with these organisations particularly in relation to Commonwealth Ministers' meetings.
2. Active participation in the Commonwealth Health Professions Alliance will be maintained in order to influence policy at Commonwealth level.
3. Opportunities will be actively sought to partner with other organisations in activities which support the objectives of the CNMF.
4. Close links will be maintained with the International Council of Nurses and the International Confederation of Midwives.
5. Formal links will be established and maintained with other relevant organisations.

GOVERNANCE

The CNMF will be a well governed, responsive, responsible and transparent organisation.

1. The President, Vice President and Board members will be actively engaged with all aspects of the organisation.
2. Democratic elections will be held in a timely manner and in accordance with the CNMF Constitution.
3. Reports will be provided quarterly by the Executive Secretary to the President, Vice President and Board members covering all key strategic areas.
4. The Constitution of the organisation will be reviewed in consultation with members prior to each CNMF Biennial Meeting.
5. The Annual Report including annual financial audit of the organisation will be circulated to members and other stakeholders and made available on the CNMF website.

ADMINISTRATION

The CNMF will maintain effective and efficient administrative processes with specific consideration to reducing costs and environmental impact.

1. All files of the CNMF will be held in a secure electronic format.
2. A permanent archival site will be sought to securely archive old paper format files.
3. A single comprehensive, current, and secure data base will service communication with members and other stakeholders.
4. All complaints received will be responded to in a timely manner and a report provided to the Board.
5. A project will be developed and funding sought to develop a history of the CNMF.

FINANCES

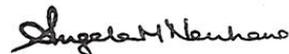
The CNMF will have a financial growth strategy, a diversified financial base and operate within open and transparent financial systems.

1. An annual budget will be approved by the Board.
2. Membership subscriptions will be invoiced annually and payment of membership subscriptions will be actively pursued by the Executive Secretary and by Board members on request.
3. Opportunities will be actively sought to apply for grants, consultancies and sponsorships; and where feasible, work provided on behalf of other organisations will be on a cost recovery basis.
4. End of year financial statements will be prepared which include a comprehensive breakdown of income and expenditure.
5. The financial accounts of the CNMF will be subject to an annual audit which will be publicly available to members, be uploaded to the CNMF website, and form part of the CNMF Annual Report.

COMMONWEALTH NURSES AND MIDWIVES FEDERATION

RECEIPTS AND PAYMENTS ACCOUNT Year ended 30 June 2015

Receipts	2016 £	2015 £
Grant Income - Commonwealth Foundation	31,026	11,380
Grant Income - Other	10,000	10,000
Reimbursement	9,162	2,908
Consultancy	37,619	21,355
Member subscriptions	9,046	12,760
African Regulatory Collaborative	100,304	61,808
3 rd Commonwealth Nurses Conference	57,465	0
2016 Commonwealth Civil Society Forum	24,000	19,888
PHII Task Sharing Project	0	2,702
Miscellaneous	140	0
	278,762	142,801
Payments		
Executive Secretary - consultancy fee	39,308	33,243
Meetings - members' travel / accommodation	8,992	1,284
Meetings - Board travel / accommodation	3,802	5,607
Meetings - officers' travel / accommodation	2,975	0
Projects (see below for individual project lines)	0	10,812
PHII Task Sharing Project	6,369	2,523
Mental Health Legislation Reform Project	6,820	5,706
African Regulatory Collaborative	100,611	52,836
I-TECH Gates CPD Landscape Project	1,377	0
3 rd Commonwealth Nurses and Midwives Conference	58,713	813
Publications	64	35
Office attendance (travel/accommodation)	273	1,184
Office services - stationery, printing, postage, telephone etc	761	3,690
Bank fees - CNMF	3,405	368
Currency exchange (gain) loss on AU\$	1,722	4,370
Auditor's fee	900	500
Website	1,678	1,387
Website Development Program	1,107	
CHPA	37	145
2015 Commonwealth Civil Society Forum	569	16,937
2016 Commonwealth Civil Society Forum	26,032	
Subscriptions	100	100
CNF Registration	0	224
Corporation Tax	1,134	0
Miscellaneous adjustment	207	299
	278,422	142,053
Surplus for the year	340	748
Surplus brought forward at 1 July 2015	<u>25,385</u>	<u>24,637</u>
Surplus carried forward at 30 June 2016	25,725	25,385
Surplus represented by:		
Cash in hand	140	
Bank balance	111,638	53,013
Add debtors and prepayments	<u>31,447</u>	<u>49,134</u>
	143,225	101,147
Less creditors and un-presented cheques	<u>(117,500)</u>	<u>(76,762)</u>
	25,725	25,385



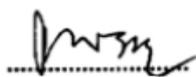
Honorary Treasurer



Executive Secretary

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 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 CNMF for the year ended 30 June 2016.



Peter Westley BA, FCCA, Chartered Certified Accountant

31 December 2016