



Terms of Reference: Branch Review Project

1. Name of Project

RCN Branch Review Project

2. Aim of the Branch Review Project

The aim of the Branch Review Project is to:

To comprehensively review the existence and current structure of RCN branches. Depending on the outcomes, to then lead an appropriate programme to implement the outcomes.

The RCN's commitment to the Branch Review is set out in the RCN Activism Strategy. It has been informed by:

- The Governance and Culture Reviews 2022
- A Congress 2024 'matter for discussion' on the future of Boards and Branches, submitted by the Norfolk Branch
- The RCN EDI Strategy 2024
- The RCN Branch Effectiveness Advisory Review 2025

3. Scope of the Branch Review Project

The scope of the Project is:

- reviewing the existence of Branches, explore options for future local structures and implement agreed outcomes following membership consultation.

4. Delegated responsibilities

Council has delegated oversight of the Branch Review to the Branch Review Member Group, who will be supported operationally by the Branch Review Staff Group.

The Branch Review Member Group will report directly to RCN Council. It will be comprised of up to 15 members.

The Branch Review Member Group will be led by the Executive Director of Governance and the Associate Director, Activism Academy who are the staff leads responsible for the Branch Review Project.

The Branch Review Member Group will:

- a) act as the oversight group, steering the direction of the Branch Review project and its implementation.
- b) steer the work of the Branch Review Staff Group.
- c) receive, review and challenge process reports from the Branch Review Staff Group and ensure the project stays on track.
- d) provide assurance to Council on the progress of the Branch Review.
- e) review input and analysis from member engagement activity, ensuring that all voices and viewpoints have been taken into consideration.
- f) make recommendations to RCN Council based on input from the member and staff engagement activity.

5. Governance



6. Work schedule

Throughout 2026 RCN will conduct a rigorous engagement programme to consult as widely as possible with members and RCN staff to achieve the project aim.

Key stakeholders will include:

- Branches
- Regional/Country Boards
- Council

- Principal Committees – Trade Union Committee, Professional Nursing Committee
- Advisory Committees – International, Equity, Diversity and Inclusion (including Anti-Racism Sub-Group)
- Representative Committees of Council – NSW, Students
- Reps Committees (UK Health and Safety, UK Stewards and UK Learning)
- Forum Steering Committees
- Forum Chairs Group
- Forums Co-ordinating Committee
- Fellow Co-ordinating Committee
- Congress Review Group
- Staff
- The wider membership

Methods of engagement will include:

- A member survey
- Consultation and discussion with branch committees
- Consultation and discussion with committees, boards and Council at meetings of those groups
- Focus groups, particularly aimed at those who do not engage in Branch activity currently
- Workshops
- A Congress fringe event

Subsequent work from 2027 will adopt or implement the outcomes of the project.