



Terms of Reference: International Committee

1. Name of Committee
The Royal College of Nursing International Committee.

2. Purpose

The RCN Council has established the International Committee in accordance with Schedule Rule 2.1 of the *Royal Charter* to ensure delivery of the following Royal Charter objects:

- 3.5 To promote through the medium of international agencies and otherwise the foregoing purposes in other countries as well as in Our United Kingdom.

The main purpose of the International Committee is to provide expert advice to RCN Council, the Professional Nursing Committee, and the Trade Union Committee and staff, for delivery of the RCN's international strategy in order to meet the aforementioned object in the Royal Charter.

3. Delegated responsibilities

- 3.1 The main responsibilities of the International Committee are:

- a) To monitor activity and advise Council on all the RCN's international affiliations and memberships.
- b) To monitor activity and advise on the benefit to members from the RCN's membership of the International Council of Nurses (ICN) reporting back to Council in order that Council may, from time to time, make recommendations as appropriate to members regarding the RCN's continued membership of that body.
- c) To support the RCN in promoting high standards of care, influencing policy and advocating for better working conditions for nurses and nursing globally.
- d) To support the RCN in promoting high standards of care, influencing policy and advocating for better working conditions for internationally educated nurses and diaspora nurses in the UK.
- e) To provide a stronger global dimension to the RCN's strategic policy and practice priorities.

- f) To lead on the delivery of RCN profile work for international celebration and awareness activity, promoting the role of the RCN in the international arena and demonstrating what the RCN does and can do.
- g) To provide direct advice and insight into international issues to influence the programme work of RCN Council, the Professional Nursing Committee, and the Trade Union Committee, and to ensure that the international dimension of all activity is taken into account.
- h) To support delivery of the United Nations Development Programme (UNDP) Sustainable Development Goals (SDGs), striving to ensure that the nursing contribution is at the heart of both policy and practice in the achievement of those goals.
- i) To advise on the commissioning of work on global health and the international workforce (in the UK and globally).
- j) To provide international policy and practice advice related to global health goals, including to strengthen understanding of implications and learning for the UK.
- k) To provide and facilitate proactive access to networked intelligence and insight from international policy and practice solutions for applicability to the UK.
- l) To consider requests for international partnership work as appropriate and make recommendations.
- m) To make recommendations on requests for international engagement in the name of the RCN, including reviewing intelligence and outcomes for inward and outward visits, intelligence shared and follow-up action; and
- n) To identify potential term-based additional members from international alliances of which we are a member, or additional international organisations, based on expertise and advice needed on specific work packages aligned with mandated activity of relevance to members.

4. Reporting and accountability

- 4.1 The RCN International Committee is responsible and accountable to RCN Council for all aspects of its responsibilities.
- 4.2 Formal minutes of meetings will be kept and approved at subsequent meetings of the International Committee.
- 4.3 In accordance with Rule 2.3 in the *Royal Charter* the deliberations of the Committee shall be reported to Council and any resolution passed or decision taken shall be reported to Council.
- 4.4 The Committee will advise RCN Council as well as the RCN Professional Nursing and Trade Union Committees on international

matters. It will provide a stronger global dimension to the RCN's strategic policy and practice priorities.

- 4.5 Formal minutes of meetings of the Committee will be included in Council papers for information. Associated papers will be made available to Council at their request through the Chair of Council.
- 4.6 At the request of Council, the Chair of the International Committee will attend a designated section of Council meetings to deliver regular International Committee updates.
5. Meetings and quorum
 - 5.1 The International Committee will meet at least three times during the year. The dates of the meetings shall be agreed by RCN Council in the year preceding that in which the meetings are to be held.
 - 5.2 The quorum necessary for the transaction of business is six members.
 - 5.3 The rules and procedures in the *RCN Meetings policy and process* apply to this Committee.
6. Membership
 - 6.1 There shall be no more than 13 members of the Committee as follows:
 - The RCN President
 - No more than 12 appointed members to include:
 - 1 x nursing support worker member
 - 1 x student member

In addition a member of the Trade Union Committee and a member of the Professional Nursing Committee shall attend the meetings as observers.
 - 6.2 Further eligibility requirements are set out in the *RCN Appointments policy* and in the specific appointment procedure for each process which is held.
7. Observers
 - 7.1 Observers may attend meetings at the discretion of the Chair and the agreement of the Committee. Observers can speak and/or participate in the meeting only with the permission of, or at the request of, the Chair.

Approved: June 2023

- 7.2 Individuals attending in observer status will receive those papers relating to the areas relevant to their observer role.
8. Election/appointment to the committee
 - 8.1 Elections/appointments to the committee will be conducted in accordance with the *RCN's Elections and Appointments policies* and with the specific procedure for each election/appointment.
 - 8.2 Elections/appointments will be made based on expertise and experience in international matters.
9. Terms of office
 - 9.1 Terms of office will be for a period of four years.
 - 9.2 The *RCN Regulation on Terms of Office* shall apply in respect of serving more than one term.
10. Mid-Term (casual) vacancies
 - 10.1 A casual vacancy on the International Committee shall be filled in accordance with the *RCN's Process for filling casual vacancies*.
11. Chair and vice chair
 - 11.1 In accordance with Rule 2.2 in the *Royal Charter* the RCN International Committee shall have a Chair. A Vice Chair shall also be elected.
 - 11.2 The RCN President will be the Chair for the duration of their term of office.
 - 11.3 The Vice Chair shall be elected by the members of the Committee from amongst the members of the Committee.
 - 11.4 The term of office for Vice Chair will be for two years and elections for that role will take place in alternate years to the President elections.
 - 11.5 The *RCN Regulation on Terms of Office* shall apply in respect of serving more than one term.
 - 11.6 The Chair and Vice Chair must relinquish these roles at the end of the term of office for the role, or if, for whatever reason, they cease to be a member of the International Committee/President including reaching the end of their term of office.
12. Staff support, advice, and guidance

- 12.1 The lead Executive Director will be the Chief Nurse who will ensure support and advice to the Committee from that directorate as appropriate.
- 12.2 Committee members and staff will work together positively and constructively, in line with the RCN's Respect Charter, to deliver the purposes of the Committee and within the Operating Framework**.
- 12.3 In the unlikely situation where key professional advice presented by staff is not accepted by the Committee, the advice, and reasons for not accepting the professional advice will be fully documented in the minutes of the meeting. Should the responsible director conclude this position poses a risk to the organisation and its members, the circumstances will be brought to the attention of the General Secretary/Chief Executive who will assess the seriousness of the position and advise the Chair of Council accordingly. Should a resolved position not be reached the matter will be escalated to Council for a determination on the way forward.
- 12.4 The Director of Governance Support will ensure Secretariat support from the Governance team.
13. Removal from the Committee
 - 13.1 A Committee member may be removed before the end of their term of office on the grounds if they:
 - a) have exceeded their powers in a way that is detrimental to the RCN
 - b) have failed to discharge their duties
 - c) have acted in breach of the RCN's Code of Conduct and/or Respect Charter
 - d) have acted in a manner likely to bring the RCN into disrepute
 - e) they have failed to attend three consecutive meetings (excluding special ad hoc meetings)
 - f) have any active cautions from the NMC, or other regulator, against their name, are currently subject to any NMC, or other regulator's, sanction, and/or they are subject to any ongoing disciplinary proceedings with any of their employers or professional disciplinary proceedings before the NMC or another regulator.
 - g) are subject to ongoing disciplinary proceedings in respect of any role they hold at the RCN and/or currently subject to any RCN disciplinary sanction.

Approved: June 2023

13.2 The processes for such removal will be in accordance with the Member Resolution policy.

Agreed by International Committee on: 21 April 2023
Approved by Council on: 22 June 2023

These Terms of reference will be reviewed annually at the first meeting of the Committee of the calendar year.

They should be read in conjunction with the *Operating Framework for RCN Committees*** and other documents referred to above.

*Note – these terms of reference are subject to ongoing change in line with the implementation of the recommendations of the Council-led governance review (2022). *Scheme of delegation under revision. ** Operating Framework for Committees in development [July 2022]*