

The Royal College of Nursing Professional Nursing Committee – terms of reference

1. Name of Committee

The Royal College of Nursing Professional Nursing Committee

2. Purpose of the Committee

The purpose of the committee is to undertake on behalf of RCN Council that part of the work of the RCN related to its role as a Royal College as set out in Article 3 of its Royal Charter.

3. Role of the Committee

The role of the committee is:

- to be accountable to RCN Council for its work and the decisions it takes;
- to set the priorities for the RCN in relation to its role as a Royal College and ensure they are actioned;
- to work with Country and Regional Boards to ensure that the priorities for the RCN in relation to its role as a Royal College are actioned locally;
- to enable members to participate in the work of the Committee and ensure that their views, ideas and concerns inform decision-making and influence policy and practice in nursing;
- to ensure that the Committee works in partnership with external stakeholders in particular with the medical Royal Colleges and the Academy of Royal Colleges.
- to be mindful whilst undertaking it's work of the need to respond flexibly to business, financial, legal or other needs that may arise.

4. Responsibilities

- to be accountable for and actively promote the RCN as the source of expertise on professional nursing issues and the voice of nursing and healthcare locally, across the UK and internationally;

- to further to better education of the nursing profession;
- to develop the science and art of nursing to support the very best professional practice and standards of care;
- to commission and undertake research in nursing for the purpose of improving nursing practice, testing and disseminating nursing knowledge;
- to shape and influence health and social care locally and nationally, and to monitor and report on the effects of such policies on nursing and patient care;
- to make recommendations to the RCN Council on strategic policy priorities and forward planning;
- to commission and quality assure project work in the priority areas identified.
- to champion work on relevant RCN Congress items, once approved by Council;
- to oversee the governance of forums and ensure that their work is integrated into the RCN's work related to its role as a Royal College and the delivery of its priorities as well as reflecting the specialist interests.
- to be accountable for and monitor the RCN's performance as a Royal College and the Committee's performance and effectiveness against key performance indicators, its annual plan and budget;

5. Membership of the Committee

Members of the Committee must meet the criteria set out in the *RCN elections policy and process document*

6. Elections to the Committee

Elections to the Committee will be conducted in accordance with the *RCN elections policy and process document* and the specific election procedures for the committee, as agreed by RCN Council.

7. Term of office

The term of office of members of the Committee shall be four years and the number of terms of office shall be consistent with the RCN's Regulation on Terms of Office.

One half of the Committee shall retire every two years.

8. Mid-term (casual) vacancies

A vacancy on the Committee shall be filled in accordance with the *RCN elections policy and process document*.

9. Chair and vice chair of the Committee

There shall be a Chair and vice chair of the committee elected by members of the committee every two years following elections to the committee.

10. Meetings and quorum

Meetings of the Committee shall take place a minimum of three times a year.

The quorum for each meeting shall be half its membership, or if an odd number (for example in the case of vacancies on the committee) rounded up.

11. Reporting to RCN Council

The Committee will provide a report to RCN Council at each of its meetings or as determined by RCN Council.

12. Secretariat to the Committee

The Secretariat to the Committee shall be provided by the RCN Group Secretary or their delegates

13. Removal from the Committee

A Committee member may be removed before the end of their term of office on the grounds that they have:

- a) exceeded their powers in a way that is detrimental to the RCN
- b) failed to discharge their duties
- c) acted in breach of the RCN's Dignity Charter
- d) acted in a manner likely to bring the RCN into disrepute

The policies and processes laid down by RCN Council in relation to disciplinary and competence matters will be followed in such circumstances.

Schedule 1 – Delegated Policies

The following bullet points are the areas of work that have been delegated to the Committee by the RCN Council, and are therefore within the Committee's remit it to provide expert advice and strategic direction on:

- Quality and standards
- Nurse education
- Research
- Nursing practice including specialities
- Health and social care policy
- Design and delivery of safe practice and healthcare
- Public policy related to the work of the RCN in relation to its role as a Royal College
- Political affairs and the lobbying agenda in relation to its role as a Royal College

Schedule 2 – The Reporters

(To be completed by the Committee)

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