RCN UK Nursing Support Workers Committee

The Nursing Support Workers Committee represents the RCN members defined under Standing Order 5.2 and the regulation on RCN membership – definitions of membership.

The remit of the Committee is to provide a voice for health care support workers, health care assistants, APs and trainee nursing associate members of the RCN and report through the three ex-officio members to RCN Council, the RCN Trade Union Committee and the RCN Professional Nursing Committee.

Role and delegated authority of the Committee

The role of the Committee is as follows:

- To contribute to the development of RCN policy relating to nursing support worker members within principles established by RCN Council
- To advise and be consulted on activity relating to nursing support worker members including recruitment of new members into the RCN through the RCN boards
- To liaise and communicate with nursing support worker members by linking with RCN boards and put forward their views, ideas and concerns
- To work in partnership with external stakeholders in line with the decisions of RCN Council and its committees where relevant to nursing support workers
- To advise and be consulted on RCN strategy and planning where it pertains to nursing support worker members
- Through the three ex-officio members on the Committee, to ensure that issues specific to nursing support worker members that may have UK-wide implications are raised with RCN Council, the RCN Trade Union Committee and the RCN Professional Nursing Committee
- To encourage, promote, facilitate and support the advancement of nursing in relation to nursing support worker members in line with RCN strategy and policy
- To ensure that nursing support worker members are embedded in the activities of the RCN at all levels: local, regional, national, and international

Membership of the Committee

Members of the Nursing Support Workers Committee must be a member of the nursing support worker constituency as defined under Standing Order 5.2 and the regulation on RCN membership - definitions of membership.

There shall be no more than 15 members of the Committee constituted as follows:

- the nursing support worker member of Council will be an ex-officio member of the Committee
• the nursing support worker member of the Trade Union Committee will be an ex-officio member of the Committee
• the nursing support worker member of the Professional Nursing Committee will be an ex-officio member of the Committee
• one member from each of the twelve RCN UK countries and regions, to be elected by nursing support worker members in each respective country and region.

Elections to the Committee

Elections to the Committee will be conducted in accordance with Council’s electoral procedure and regulations for elections and under the guidance of the RCN Returning Officer.

Term of office

The term of office of elected members of the Committee shall be four years and members shall be eligible for re-election for one further term of office.

One half of the elected Committee members shall retire every two years.

A member who has served for a total of eight years in any capacity shall be ineligible to stand for election to the Committee until after a period of two years has elapsed.

The terms of office of ex-officio members of this Committee will follow the individual member’s elected term of office.

Mid-term (casual) vacancies

A vacancy on the Committee caused by death, resignation or otherwise shall be filled in accordance with the RCN’s procedure on filling casual vacancies.

Chair and officers of the committee

The Committee will elect a Chair and Vice Chair from within the Committee according to the agreed election procedure.

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 the Committee, rounded up to 8 members.

Notices

Provisions under Standing Orders 26 to 30 apply to the sending of notices.
Additionally, Committee members may request documents relating to taking decisions in any format that they require.

**Reporting to and from RCN Council and delegation**

Council will provide a report to the Committee of each of its meetings. The report will outline actions for the Committee. The Committee will report back to Council via its Council member.

Delegated authority to the Committee will be via the agreed scheme of delegation.

**Secretariat of the Committee**

The Secretariat to the Committee shall be provided by the RCN Governance Directorate.

The Secretariat shall ensure that minutes are kept of the meetings and decisions of the Committee using the agreed templates for the purpose.

The Secretariat shall be responsible for implementing or causing to be implemented the decisions and policies of the Committee.

**Removal from the Committee**

A Committee member may be removed before the end of their term of office on the grounds that such a member of the Committee has:

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 Respect 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.

**Agreed by RCN Council 19 July 2012**  
**Revised and agreed by RCN Council 24 April 2014**  
**Reviewed and updates agreed by RCN Council 06 December 2017**  
**Amended 8 July 2019 to reflect new constituency and Committee name agreed at 2019 AGM**