

# Terms of Reference: Trade Union Committee

## 1. Name of Committee

The Royal College of Nursing Trade Union Committee.

## 2. Purpose

The RCN Council has established the Trade Union Committee in accordance with Schedule Rule 2.1 of the Royal Charter to ensure delivery of the following Royal Charter object:

3.3 To promote the professional standing and interests of Members

And in furtherance of its powers, described within the Royal Charter, to be a special register trade union body in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992.

The main purpose of the Trade Union Committee is to carry out governance functions as aligned to the trade union and employment relations functions of the RCN as delegated by Council, in particular matters concerning pay, trade union activism and any industrial employment relations.

## 3. Delegated responsibilities

3.1 The role of the Trade Union Committee is to support RCN Council to discharge its governance duties as delegated below:

- a) to oversee the governance arrangements underpinning the relevant aspects of the trade union and employment relations activities that will deliver on the strategic priorities of the RCN Council.
- b) to provide advice, make recommendations to RCN Council, and/or approve decisions on trade union and employment relations matters

c)



- 4.3 In accordance with Rule 2.3 in the Royal Charter the deliberations of the Committee shall be reported to RCN Council and any decisions taken shall be reported to RCN Council.
- 4.4 Key messages from the Committee's meetings will be disseminated to country and regional boards, to the representative committees, and to the wider membership via the RCN website and other communications channels as appropriate.
- 4.5 A summary report of meetings of the Committee will be included in Council papers for information. Associated papers will be made available to RCN Council at their request through the Chair of Council in the RCN's electronic council and committee meetings repository (as at May 2024, the RCN uses ModGov).
- 4.6 The Chair of Trade Union Committee or in their absence, the Vice Chair of Trade Union Committee will attend RCN Council meetings to present regular updates on the work of the Trade Union Committee and for any other item that the RCN Council deems appropriate.
- 4.7 The following Committees/Boards shall report to and be accountable to the Trade Union Committee, who will be responsible for reviewing and approving their Terms of Reference:

- The UK Learning Representatives Committee
- The UK Health and Safety Representatives Committee
- The UK Stewards Committee
- The UK Organising / Activism Board

5.4 The rules and procedures in the apply to this Committee.

## **6. Membership**

6.1 There shall be 14 members of the Committee as follows:

One RCN accredited representative in the Nurse category of membership from each of the RCN's twelve countries and regions.

One RCN accredited representative from the Nursing Support Worker category of RCN membership.

One member from the Student category of RCN membership.

6.2 Further eligibility requirements are set out in the and in the specific election procedure for each election which is held.

## **7. Observers**

7.1 Observers may attend meetings at the discretion of the Chair. Observers can speak and/or participate in the meeting only with the permission of, or at the request of, the Chair.

7.2 Individuals attending in observer status will receive those papers relating to the areas relevant to their observer role.

7.3 Observers will not usually attend private or confidential sessions of the Trade Union Committee.

## **8. Election/appointment to the committee**

8.1 Elections/appointments to the committee will be conducted in accordance with the and with the specific procedure for each election/appointment.

8.2 Half the Committee will be elected every two years.

## **9. Terms of office**

9.1 Terms of office will be for four years except for casual vacancies which will be to the end of the vacant term.

9.2 Members of the Committee are asked to commit to serving their full term once elected and not stand for another RCN role if that meant they would need to stand down from the Trade Union Committee mid-term.



of the General Secretary and Chief Executive who will assess the seriousness of the position and advise the Chair of Council