# Terms of Reference

## Professional Strategic Advisory Group

### Purpose

The NMC Professional Strategic Advisory Group (PSAG) was established as a forum for expert professionals to provide the Nursing and Midwifery Council (NMC) with constructive challenge on strategic issues. It offers a regular opportunity for senior registrants to steer the NMC's initiatives, through insights and reflections from contemporary practice, education and training. The group also considers emerging themes in nursing and midwifery, helping the NMC to anticipate and prepare for innovations and risks which could impact its regulatory role.

### Responsibilities

1 Ensure that the expertise, experience, and knowledge of senior professionals can inform and challenge the NMC's work.

2 Provide a collaborative and consultative space for discussion, actively involving senior professionals in coproducing the NMC's strategic work on the future of regulation in the sector.

3 Bring together senior nurses and midwives from the health and social care sectors, including professional bodies, providing substantial leadership, expertise, and credibility.

4 Members from England, Scotland, Wales and Northern Ireland are each responsible for ensuring the context of each nation is considered.

5 Members are expected and encouraged to share agenda items.

### Membership

6 The group will be led by the NMC Executive Director of Professional Practice and an independent rotating Co-chair.

7 The Co-chair will be selected following nominations from the Forum's membership and with unanimous consent of the group. In the event of multiple nominations, the role will rotate on a basis agreed between the nominees.

8 Members of the group are appointed by the Co-chairs.

9 Members of the group are invited due to their professional position or expertise and are selected to cover the breadth and diversity of contemporary practice, academia and research.

10 The group will have diverse representation, reflecting the diversity of the NMC register and from all four UK countries.

11 Members will be expected to afford due regard to equality, diversity and inclusion, regardless of their background or experience.

12 Members will commit to a two-year tenure. After this tenure, members will discuss with the Co-chairs whether they should extend for another two years, or step down to nominate new voices.

**Meetings**

13 The Co-chairs will work together to agree agendas and run the meetings.

14 Meetings will take place on a quarterly basis, and dates will be sent for the year in advance. Meetings will last for three hours but may be extended with advanced notice if an exceptional agenda item demands a longer time slot.

15 The quorum for this Forum is no less than two-thirds of the membership.

16 Members can nominate a deputy if they are unavailable.

17 The agenda and meeting papers will be sent out two weeks in advance for consideration by members in advance of the meeting.

18 An action log will be maintained to record actions from meetings and how they are taken forward. Updates on actions from previous meetings will be shared at the next meeting.

19 One in-person meeting will be held each year.

**Governance**

20 Input and actions from the group will be reported in the quarterly NMC Executive Report, which is submitted to the NMC Council and forms part of the public record of the meeting.

21 These terms of reference will be reviewed every two years as part of an effectiveness review.

**Visibility**

22 Members of the group will be profiled on the NMC website.

23 Short summaries of each meeting will be available on the NMC website for transparency.

24 Full minutes and individual contributions will not be shared publicly, in accordance with the Chatham House Rule.

**Further information**

PSAG (PSAG@nmc-uk.org)