

## **COUNCIL**

### **Council Members on Committees and Committee Chairs**

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**Meeting:** 16 May 2013

**Status:** for decision

**Lead responsibility:** Nicola Ebdon  
(Head of Governance)

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#### **Purpose**

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1. To seek Council's agreement of the appointment of Council Members and Committee Chairs to the statutory and non-statutory advisory Committees.

#### **Strategic Objective**

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- 2 This work is part of the Governance Framework project which is included in 2013/14 business plan. The specific purpose of this project is to 'review and update our Governance framework (incorporating the outcome of the committee review and the review of internal decision-making process which is appropriately documented in a governance handbook). It sits under our work stream for 'ensuring open, transparent and robust governance' and supports our strategic aim to 'ensure our systems and processes are efficient and cost effective'. The CEO is the project sponsor and the Head of Governance is the project manager.

#### **Background**

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2. At the meeting on 27 March 2013 Council considered proposals that would ensure that mechanisms existed to enable Council to be informed of advice provided by the Education, Standards, Registration and Companies Committees (the statutory advisory committees). Council concluded that in order to strengthen its relationships with the Statutory Advisory Committees it would appoint one lay and one Registrant Council member to serve on each of the statutory advisory committees. It was further agreed that a lay Council member would Chair each of the statutory advisory committees.
3. At its November 2012 meeting Council agreed to fill a number of casual vacancies which had arisen on the statutory advisory committees. Consequently Selina Ullah and James Russell were appointed as members of

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the Standards Committee and Fiona Peel as a member of the Companies Committee.

4. At the end of March 2013 two Council Members reached the end of their appointment terms and were replaced by two new Council Members. In addition at its meetings in February and March 2013 Council agreed to reduce the number of Council members on its Audit and Risk, Remuneration and Nominations Committees to three Council members per committee. Therefore Council agreed to review the Council members to be appointed to these committees at the same time as reviewing Council members to be appointed to the statutory advisory committees.

### **Analysis**

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5. Following the March 2013 Council meeting the Council Chair asked Council members for their preferences in relation to membership of the seven advisory committees. Following consideration of the preferences, giving due regard to diversity of membership and allocation of work, the Chair made recommendations on committee membership and Chairmanship (see annex 1). The Chair has subsequently discussed his recommendations with all Council members.
6. Due to the planned Registration Committee meeting on 24 April 2013, Council agreed by (via email) the Chair's recommendations of the appointment of Morag Alexander (as Chair) and Liam Kite to the Registration Committee. Council also agreed by email the appointment of Fiona Peel as Chair of the Companies Committee and Selina Ullah as Chair of Standards Committee (due to their previous appointment as lay members on these committees).
7. Council are asked to affirm the appointments agreed via email (paragraph 8 refers) and to approve Council Member appointments to the advisory committees as recommended by the Chair as listed below:
  - Audit and Risk Committee** – Peter Douglas (Chair), Morag Alexander and Rob Hogan.
  - Remuneration Committee** – Liam Kite (Brian Coulter (Chair) and Gareth Hadley are ex-officio<sup>1</sup> members).
  - Nominations Committee** – Paul Carroll and Selina Ullah (Gareth Hadley (Chair) is an ex-officio member<sup>2</sup>).
  - Companies Committee** – Helen Tilley (as from January 2014 if a vacancy exists due to maximum membership requirements)

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<sup>1</sup> Agreed terms of reference for the Remuneration Committee specify Senior Council Member as Committee Chair and Council Chair as a member of the Committee by virtue of their positions on Council.

<sup>2</sup> Draft Terms of Reference for the Nominations Committee (C23(13)) specify the Council Chair as Chair of the Committee by virtue of their position on Council.

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**Education Committee** – Brian Coulter (Chair), Fiona Peel (to fill casual lay member vacancy) and Scott Mackie.

8. The recommended decision would have the following implications on:
  - 8.1 **GOC's reserves** - none
  - 8.2 **GOC budget** – there will be small additional costs in terms of larger Statutory Advisory Committee memberships arising in increased expenses claims.
  - 8.3 **Legislation** – none
  - 8.4 **Resources** – none
  - 8.5 **Equality and Diversity** – consideration has been given to the diversity of the membership of each committee in making the recommendations.
  - 8.6 **Human Rights Act** - none

### **Devolved Nations**

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9. Consideration has been given to ensuring that where possible there are representatives from the devolved nations on each of the advisory committees. This report does not require publication in Welsh.

### **Communications**

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10. Statutory advisory committee members have received a letter from the Council Chair advising them of the proposed changes. Statutory advisory committee members have been advised of the agreed appointment of Council members to their committees. Decisions relating to the membership of the Education Committee will be communicated to Education Committee members shortly after the Council meeting. The Head of Governance attended part of the Registration Committee to update members on the governance team changes and proposed changes to improve the governance of the committees. It is intended that the same engagement will be undertaken with the other statutory advisory committees.

### **Risks**

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11. We have previously obtained advice on the legal risk in relation to appointing Council members to the Education Committee. There would not be any material legal risks, although there might be limited reputational risk if the committees were seen to be unable to provide independent input.

### **Recommendations**

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12. Council are asked to affirm the appointments agreed via email (paragraph 8 refers) and to approve Council Member appointments to the advisory committees, as recommended by the Chair, listed below:

**Audit and Risk Committee** – Peter Douglas (Chair), Morag Alexander and Rob Hogan.

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**Remuneration Committee** – Liam Kite (Brian Coulter (Chair) and Gareth Hadley are ex-officio members).

**Nominations Committee** – Paul Carroll and Selina Ullah (Gareth Hadley (Chair) is an ex-officio member).

**Companies Committee** – Helen Tilley (as from January 2014 due to maximum membership requirements)

**Education Committee** – Brian Coulter (Chair), Fiona Peel (to fill casual lay member vacancy) and Scott Mackie.

**Timeline for future work**

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13. These changes to the Advisory Committee memberships will take place with immediate effect (unless indicated otherwise). A review of how the statutory advisory committees are operating will be undertaken in 16 months' time.

**Attachments**

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Annex 1 – Council members on Advisory Committees 2013.

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**Annex 1 - Council Members on Committees 2013**

<b>Council Members</b>	<b>No. of</b>	<b>Audit</b>	<b>Remuneration</b>	<b>Nomination</b>	<b>Companies</b>	<b>Registration</b>	<b>Education</b>	<b>Standards</b>
<b>Number of members required</b>	<b>cttees</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2 (plus 1)</b>	<b>2</b>
Gareth Hadley (Lay)	2		X	Chair				
Brian Coulter (Lay)	2		Chair				Chair	
Fiona Peel (Lay)	2				Chair		X	
Helen Tilley (Registrant)	1				X (Jan 14)			
James Russell (Registrant)	1							X
Liam Kite (Registrant)	2		X			X		
Morag Alexander (Lay)	2	X				Chair		
Paul Carroll (Registrant)	1			X				
Peter Douglas (Lay)	1	Chair						
Rob Hogan (Registrant)	1	X						
Scott Mackie (Registrant)	1						X	
Selina Ullah (Lay)	2			X				Chair