

Council – 3 December 2015

Committee Chairs

Executive summary and recommendations

**Introduction**

At the meeting of Council in February 2014, Joy Tweed was appointed as Chair of the Education and Training Committee and Richard Kennett was appointed as Chair of the Audit Committee.

In accordance with the process for the election of Chairs of Committees in that they are appointed for two years, it was necessary for the both the Education and Training Committee and the Audit Committee to consider who they wished to Chair their Committees for the next two years and make a nomination to the Council for ratification.

At the Education and Training Committee on 19 November, Joy Tweed was nominated as Chair subject to the ratification by Council. The Audit Committee are due to meet on Thursday 26 November at which time a consideration will be given to their nomination for Chair. Council will be updated verbally at this meeting as to the nomination of the Audit Committee.

**Decision**

Council is requested to ratify the nominations of the Education and Training and Audit Committees in respect of their Chairs. This appointment is made for two years unless either of the appointed Chairs cease to be Council members during that period in which case, the Committee will be requested to make a further nomination.

**Background information**

None

**Resource implications**

None.

**Financial implications**

None.

**Background papers**

None

**Appendices**

Process for the Appointment of Chairs of Committees

**Date of paper**

23 November 2015

## Process for the election of Chairs of Committees

### Introduction

The Health and Social Work Professions Order 2001 provides for all Committee appointments (including sub-committees) to be made by the Council and, therefore, the appointment of Committee Chairs is made by the Council.

### Process

- At its first meeting, each committee is asked to nominate a person to be appointed by the Council as Chair of that committee.
- The nomination(s) is then submitted to Council for ratification.
- In the event that only one member is nominated then, unless the Council decides to the contrary, that person will be appointed as Chair.
- If more than one member is nominated or the committee cannot agree on a nomination, then, in relation to the candidates nominated or who have put themselves forward, a secret ballot will be conducted by the Secretary of the Council among the members of Council present.
- Before the ballot is conducted each candidate will be given the opportunity, if they so wish, to address the Council for not more than five minutes.
- The members nominated may scrutinise the ballot process or appoint another member to do so on their behalf.
- The Registrar will announce the result of the ballot to the meeting and the winning candidate will be appointed as Chair.
- The term of office of Chairs is two years.

Agreed at 12 July 2005 Council meeting