

Agenda Item 7

Enclosure 5

Paper ETC 86 / 03

Education and Training Committee

CHANGES TO THE COMMITTEE'S STANDING ORDERS

from the Secretary

for agreement by resolution

CHANGE TO COMMITTEE'S STANDING ORDERS

Introduction

On 4 June 2003 the Council adopted a change to its Standing Orders (SO). In line with agreed practice the Committee is now asked to adopt the same change to keep its SOs consistent with the Council's.

Commentary

The revised Standing Order set out below would enable the Committee to transact business "virtually", by approving resolutions in written or electronic form.

To ensure that the procedure could not be used inappropriately, any such resolution could only be circulated with the consent of the Chairman and would need to be agreed by at least three quarters of the registrant members and an equal proportion of the lay members.

Such arrangements provide an effective means of transacting business where there is no need for a meeting to take place, such as final approval of a text which has been amended to reflect the debate on a previous draft which was considered at a meeting. Arrangements for approving resolutions without the need for a meeting are common practice in many organisations, particularly companies.

The new provision is set out as SO25. The remaining SOs will then be renumbered.

Decision

The Committee is asked to approve the following resolution :

RESOLVED that the following new Standing Order 25 be approved :

Approval of resolutions without meeting

" 25. A resolution which, with the consent of the Chairman, is circulated to, and approved in writing or electronic form by, not less than three quarters of the registrant/practitioner members and not less than three quarters of the lay members entitled to receive notice of and attend a meeting of the Committee shall be as valid as if it had been passed at such a meeting. "