



Remuneration and Appointments Committee

Minutes of the Remuneration and Appointments Committee held on 30 June 2016

Unconfirmed

Chair: Alison White

Present: Ian Muir
Haidar Ramadan
Deborah Smith
Sarah Botterill

In attendance: Tim Walker, Chief Executive and Registrar
Amanda Chadwick, Human Resources Manager

Item 1: Apologies

1. None.

Item 2: Minutes and matters arising

2. The minutes of the meeting of 17 March 2016 were approved.
3. The Chair welcomed two new members to the Committee: Deborah Smith, registrant member and Sarah Botterill, lay member.

Item 3: Recruitment of one registrant member of Council for 1 April 2017

4. The Committee noted that there would now be two vacancies on Council, one from 1 January 2017 and one from 1 April 2017.
5. The Committee considered the proposed recruitment process for two registrant Council member appointments in 2016-17 with both new members to be appointed from 1 April 2017.
6. In discussion the Committee considered:
 - a. Geographical requirements.
 - b. Competencies and the skills mix required for registrants on Council.
 - c. Equality and diversity at different stages of the process and whether to use numbers instead of names of applicants.
 - d. Selection methods.

- e. Advertising through osteopathic media.
- f. Recruitment open day.
- g. Recruitment timetable.

The Committee agreed: the approach to the appointment of two registrant Council members in 2016-17 as set out in the paper.

- 7. The Chair of the Committee withdrew from the meeting for consideration of the composition of the appointment panel.

The Committee agreed: the composition of the appointment panel as follows:

- a. Alison White (lay) – Chair of Council
- b. Jonathan Hearsey (osteopath) – a former member of Council with no eligibility for further service with the GOsC.
- c. Bronwen Curtis (IPM) – an experienced HR professional who also acted as IPM for the major recruitment in 2015-16.

Item 4: Non-executive recruitment in 2016-17

- 8. The Committee considered the approach to non-executive appointments in 2016-17 for the following positions: RaAC external member, Policy Advisory Committee external members, IC and PCC appointments, PCC Chair, IC panel chairs, IC and PCC reappointments and Legal Assessors. The Committee considered the following:
 - a. PAC – recruitment of individuals with diversity of knowledge and experience and with skills that will be needed in the future.
 - b. PAC – advertising roles publicly and seeking expressions of interest from individuals working within the professional body and regulatory sectors.
 - c. PAC – competencies to include the following wording: 'demonstrably adds value by 'bringing the outside in' i.e. brings external expertise with clarity that enhances decision making.'
 - d. IC/PCC – tightening up the wording in the 'assessing evidence and making decisions' competency.
 - e. IC/PCC – inviting IC/PCC Chairs to comment on the competencies.
 - f. IC and PCC panel chairs and PCC chair – inviting expressions of interest in the chairing roles from existing lay members.

- g. PCC panel chairs – renaming the additional competency for PCC Panel Chairs to ‘providing chairmanship’ in place of ‘providing leadership’ and to make this competency more about outcomes, incorporating the wording around acting in the public interest, demonstrating fairness and having a strong ethical compass to know what is right and wrong.
- h. Legal Assessors – requesting Council’s approval for agreeing appointments outside of the Council meeting cycle by email.

Subject to the changes outlined above, the Committee agreed:

- 1. To approve the approach to non-executive appointments as set out in the paper.
- 2. To approve the competencies for PAC, IC and PCC members appointments
- 3. To approve the additional competencies for PCC Panel Chairs and role description for the PCC Chair.

Item 5: Remuneration and Appointments Committee Annual Report

- 9. The Committee noted the Remuneration and Appointments Committee Annual Report.

Item 6: Human Resources update

- 10. The Committee noted the update on human resources issues.

Item 7: Any other business

- 11. Members were asked to notify the Executive if they would like anything in particular on the agenda at the next meeting.
- 12. The Executive would circulate Ian Muir’s contact details to new members.

Date of the next meeting: 11.00 on 24 November 2016