

Council meeting 12 April 2012

04.12/C/12

Public business

## Deputising arrangements for the Chair

### **Purpose**

To note the deputising arrangements for the Chair

### **Recommendation**

**The Council is asked to note the arrangements for the deputy Chair.**

#### **1.0 Background**

- 1.1 The Council agreed in February 2010 to establish a rota of Council members to deputise for the Chair if required. It was noted that the role of the deputy would be to chair meetings in the absence of the Chair and that other arrangements would be made if the Chair was unable to fulfil other functions. It was agreed that volunteers should signal their willingness to act as a rotating deputy to the Chair.
- 1.2 The Council believed that a rota of volunteers was more appropriate than a formal election process, given that the need for a deputy would arise only if the Chair was absent or unable to perform his duties. It would avoid the impression that there was a "Deputy Chair" with a different role and status from other Council Members. Rotation every six months was felt to be appropriate in view of the fact that some Council members had two-year terms of office. A rota determined in advance would allow arrangements to be made quickly, should the Chair be unexpectedly absent. The previous rota expired in March 2012 and the new rota covers the period until September 2013 as follows:

- 1.3 April 2012 – September 2012 Gordon Dykes  
October 2012 – March 2013 Celia Davies  
April 2013 – September 2013 Soraya Dhillon
- 1.4 The current arrangements have not been tested to any degree in practice but the rationale behind them still seems appropriate. It is proposed that they continue and that volunteers be sought next year for the period after September 2013.
- 2.0 **Equality and diversity implications**
- 2.1 There are no specific equality and diversity implications.
- 3.0 **Communications implications**
- 3.1 Council members and staff should have a clear understanding of the arrangements for deputising for the Chair, if required.
- 4.0 **Resource implications**
- 4.1 If a volunteer was called upon to deputise for the Chair for any significant period, it would seem appropriate for them to be remunerated appropriately for the period during which they were acting as Chair. Volunteers would receive no additional remuneration unless and until they were called upon to act in the absence of the Chair.
- 5.0 **Risk implications**
- 5.1 If the Council does not have a process in place for the advance identification of a deputy, it runs the risk of having no leadership for a period of time, should the position of Chair become vacant or the Chair be absent without warning for any reason.

## **Recommendation**

**The Council is asked to note the arrangements for deputising for the Chair.**

*Christine Gray, Head of Governance, General Pharmaceutical Council*  
[christine.gray@pharmacyregulation.org](mailto:christine.gray@pharmacyregulation.org), tel 020 3365 3503

20 March 2012