

Formation of Standing Committees

1 Background

EFFO Working Groups (WGs) were set up in 2019, as part of the new organisation's strategy to ensure better member engagement in the planning and delivery of EFFO plans. The WGs have been praised by the members for this increased involvement of members, and as such have been successful. The WGs have also acted as support mechanisms for members where members have had a specific challenge to face, in the areas of the WGs – namely Research, Regulation, Education, and Communications. We have also had for the last few years an Audit Working Group which helps to scrutinise the accounts each year.

The Board has discussed and agreed that the WGs would be elevated to the status of standing committees during the course of 2020/21, and indeed this move was discussed and welcomed by the membership in September 2020. These committees will therefore join the Appointments Committee as standing committees of the Board.

This paper recommends the principles behind, and the process of this transition.

2 Committees vs Working Groups

The purpose of Working Groups is to achieve defined goals, usually comprising an adhoc team, which has a specified and often a time limited purpose.

The purpose of standing Committees of the EFFO Board is to act as advisors to the Board in specified areas which are critical to the organisation, which are then often assigned delegated authority to deliver agreed plans or programmes.

Committees therefore have a higher organisational responsibility.

3 The role of the Committees

There is no doubt that all five of the current WGs represent critical strategic domains for the EFFO, and on this basis the Board recommends that all four are converted into Committees.

However as the title of 'Regulation Committee' would not be appropriate – the tracking and support of regulatory application activity is a key activity but only one aspect of what is required - it would be more appropriate given the breadth of the issues around statutory regulation to term this the Policy Committee.

There will be further discussion and planning around the precise responsibilities of the Committees, but the headline purpose of the five new committees will be as follows:

3.1 Audit Committee

The role of the Audit Committee is to provide assurance that the necessary internal and external systems and processes are in place for identifying, managing and mitigating the risks relating to the conduct of the EFFO's plans and strategies, and make recommendations for any actions to Board and the staff as appropriate.

3.2 Policy Committee

The purpose of the Policy Committee is to develop and review policies and positions on osteopathic development for the Board's consideration, and act in an advisory capacity for member organisations working towards statutory regulation.

3.3 Education Committee

The purpose of the Education Committee is to develop and review policies and positions on osteopathic education and standards for the Board's consideration, in particular ensuring that these policies and positions support the advance of regulated countries for osteopathy in Europe.

3.4 Communications Committee

The purpose of the Communications Committee is to develop and review policies on communications to the membership and external audiences, ensure that communications programmes are managed and delivered, as well as to make available promotional best practice resources, including campaigns, leaflets, articles, customer and clinical research, covering social media, other online formats, and print, drawn from best practice developed by members.

3.5 Research Committee

The purpose of the Research Committee is to promote the value and impact of research, to raise its profile in clinical practice to influence patient health and wellbeing to ensure patient needs are met with evidence informed individualised care, by disseminating research relevant to osteopathic practice and to facilitate collaboration and communication.

4 Implementation process

I recommend the following process:

1. The Working Group Chairs and members are acknowledged as Committee Chairs and members with immediate effect
2. The detailed Terms of Reference for the five new Committees are developed between the Board and Committees, so that the working relationship between all these committees is effective and practical
3. That these Terms of Reference are agreed with the General Assembly at the next (and if refinement is required, subsequent) meetings

Maurice Cheng
Chief Executive
September 2021