



POLICY

POLICY	Policy on Statutory Committee Term Length
NUMBER OF POLICY	CO-23-66
DATE OF POLICY	July 14, 2023
APPROVED BY	The Board

BACKGROUND

Pursuant to the Professional Governance Act and Engineers and Geoscientists BC's bylaws, Engineers and Geoscientists BC is required to establish certain statutory committees to enable the Board to carry out its objectives, namely:

- Audit and Practice Review Committee
- Credentials Committee
- Discipline Committee
- Investigation Committee
- Nomination Committee

(Hereinafter, referred to as 'Committees')

At Engineers and Geoscientists BC, the Committees support the Board's work and the organization's regulatory roles in protecting the public interest. The work is primarily concerned with licensing, registering and enrolment of registrants, ensuring the quality of professional competence, adjudicating registrants for misconduct, and supporting the leadership succession of the Board.

A Committee member renewal process is necessary to ensure the Committee is equipped to adapt to changing conditions in the professions, Engineers and Geoscientists BC and the Committee itself. It ensures the Committee benefits from fresh thinking and that all members are making a valuable contribution to helping protect the public.

PURPOSE

The purpose of this policy is to define Committee term lengths and outline the process for renewal of appointments and extension of term lengths.

This policy applies to appointments to Engineers and Geoscientists BC's Statutory Committees.

APPLICATION AND SCOPE

The Terms of Office in the Terms of Reference for Statutory Committees shall be three years normally, with a maximum of two reappointments, except when the Board deems it appropriate to extend beyond the reappointment terms. Adopting a maximum of three, three-year terms shall ensure an appropriate balance on Committees between the experienced perspective of long-term members and new perspectives that bring fresh insights.

Following completion of a nine-year term limit, Committee members shall not be considered for re-appointment to the same statutory committee until a three-year 'standdown' period has been observed.

CRITERIA

Engineers and Geoscientists BC acknowledges the value of experience and the need for continuity when circumstances warrant, particularly for Statutory Committees, whose role and tasks require specialized skills, training, and knowledge.

Therefore, the following criteria has been developed to assist the Board in determining when it may be appropriate to extend a Committee member's term beyond the nine-year maximum, or to shorten the three-year standdown period. A Committee member's term may be considered for extension beyond nine years, or for the stand-down period to be shortened, where a case can be made that the extension is required to:

1. **Performance** – ensure the Committee has members with a strong attendance record, is engaged with the work of the Committee with a demonstrated interest in the protection of the public interest
2. **Training** - ensure the Committee has enough adequately trained members to perform their regulatory duty
3. **Specialization** - ensure the Committee has members with appropriate specialization to perform their duty
4. **Diversity** – ensure the Committee maintains a composition of talented members with a diverse mix of expertise, experience, skills. For the purposes of Committee composition, diversity includes designation, discipline, region, gender, and ethnicity, including underrepresented groups.
5. **Continuity** – ensure adequate continuity on the Committee and consistency of decisions.

PROCEDURE

1. Terms for each Committee member are tracked by staff and reviewed annually by the Committee Chair as part of overseeing the Committee's succession plan.
2. Committee members that are at the end of their first and second terms shall give notice of their intention for reappointment to the Committee Chair.
3. When a Committee member's term is due to expire, and the Committee member is eligible to be re-appointed for a further term, the Committee Chair will discuss the Committee member's interest in seeking reappointment for a further term guided by the following questions:
 - a) What has the Committee member contributed during the current term?
 - b) What is required for this Committee going forward?
 - c) Does the Committee member have the passion, time, and energy to commit to the next term?
4. An incumbent Committee member will either:
 - a) with the support of the Committee Chair, and through staff, request the Board re-appoint their term; or
 - b) decide to step down, in which case staff may wish to recruit for other committee members
5. The Board reviews the request and confirms or rejects the re-appointment based upon the principle of merit. It is at the sole discretion of the Board to reappoint incumbent members seeking reappointment.
6. In the event the term is beyond the period permitted by this policy, or if there is rationale to seek a reduction in the three-year standdown period, staff will advise the member if they satisfy the criteria, including performance, training, specialization, diversity, and continuity (see above). If the criteria are met, the request will go forward to the Board. If criteria are not met, staff will advise the member.
7. All requests for appointments, re-appointments or extensions will be discussed and approved in a Closed Session of the Board meeting. The Board will decide either to:
 - a) approve the appointment; or
 - b) remove the person's name from the Appointment List prior to voting.
8. The Closed Minutes will reflect the Board's decision above only, i.e., no rationale included.
9. The appointments that were approved by the Board will be made publicly available on the EGBC website following the meeting.

TRANSITIONAL ARRANGEMENTS

This policy will apply to new appointments and future re-appointments. To facilitate the introduction of three-year terms, and to ensure a healthy and planned turnover that supports continuity as well as supporting a more evenly distribution of appointments, the Board has discretion in applying this policy.

To support Committee performance, Staff will ensure that terms are staggered so that the committee turn-over does not impact on committee operations. Committees should not turn over more than a third of members on an annual basis.

CROSS REFERENCE

CO-18-51: Engineers and Geoscientists BC Appointments

REVISION AND APPROVAL LOG

Approved by the Board: July 14, 2023 (CO-23-66)

Approved by Council: September 9, 2022 (CO-22-92)