ODG Scrutiny Committee, online meeting 10 November 2026

Present: Janinne Coaker, Kate Edgar, Mark Instone, Sally Austin, Jon Boughton (Deputy Chair), Lucy Hopkins Till, Alan Marchbank, Andy Bennett, Elizabeth Mullett (Secretary), Giles Winter ((Chair), Vikki Bulbeck, Amy Herlihy, Jackie O'Hagan, Brian Gatward, Graham Clifton, Hilarie Rogers, John Wells, Ken Darvill, Patricia Newton, Robert Newton

Apologies: Catherine Lane, Jon Chamberlain, Steve Vickars

1. Giles Winter (GW) welcomed members to the Committee's first online meeting.

2. Members briefly introduced themselves.

3. Role of Scrutiny Committee
   GW drew members' attention to the stated role 'to monitor and guide the Executive Committee, its plans and strategy and its execution of those, and ensure that it is working for the best future benefit of the Guild and its membership'. He suggested that there could be a modest addition: 'to contribute advice and ideas that the Executive is not engaged in but which a body of members feel that it might want to be'. Following general agreement with the addition GW said that he would send the wording to Chris Mundy (CM) to check that he was also happy with it.

4. Scrutiny Committee Terms of Reference
   GW had given thought to the ToR document and now sought members' views on a few points.

   a) The ToR give permission to the Committee to set its own quorum. In discussion, it was agreed that the percentage attendance should be set relatively high: 60% of the total numbers of the Committee was agreed, with no objection.
   b) GW had discussed with CM the wording that 'in the event that there is a vacancy arising in an ODG officer post, the Scrutiny Committee shall appoint a substitute'. GW proposed that this was not the Scrutiny Committee's action to take; what the Committee should do instead was agree the substitute with the Executive. The proposal received general support from the meeting.
   c) There is an expectation that the Executive and Scrutiny meet together twice annually: one of these meetings could be online but two face to face meetings would be preferable. It was suggested that the Scrutiny Committee should hold an additional two meetings in the remaining quarters of the year: these could be online. Elizabeth Mullett (EM) will forward Executive meeting minutes to members as she receives them.
   d) GW noted that he is in regular contact with CM. Any important notes from those meetings will be circulated to Scrutiny Committee members.

e) At a meeting annually, the Chair, Deputy Chair and Secretary of the Scrutiny Committee should be elected by members. It was noted that Branch representatives may well change during the year: after discussion it was concluded that, as Branch representatives are also elected annually by Branches, substitutes should not be sent to Scrutiny Committee meetings.
f) Scrutiny Committee meeting minutes will be produced by EM to be posted on the ODG website.
g) If a decision is taken to cease production of an Annual Report, this proposal should be considered by both committees before being put to a vote of Guild membership at a General Meeting.
h) If a decision to alter the structure of the Guild is proposed, the proposal should be considered by both committees before being put to a vote of Guild membership at a General Meeting.
i) There is a typo in the final line of the ToR, which should read 'The Executive will prepare for, and set the agenda for, the AGM but will confirm its content with the Scrutiny Committee'

5. The format and agenda of the forthcoming joint meeting of the Scrutiny Committee and Executive on 28 November were briefly discussed. A suggestion from CM that the meeting should be organised 'in the round' instead of theatre-style met with general approval.

6. AOB
   a) Branches are taking different routes to ask Branch members to contact Branch spokespersons with queries – via Tower Captains' meetings, at Branch Committee meetings, or by email. Scrutiny Committee members should send these queries to EM before the Scrutiny Committee meets with the Executive.
   b) The question of the role of Branch spokespersons on the Scrutiny Committee was raised, as in at least one Branch there have been some questions and discussions about this. GW will discuss the role with CM and return to the question at the next meeting.
   c) There was a request to help members better understand the role of the Guild Stewards and their terms of reference. GW confirmed that this could be done at one of the next meetings. In the meantime EM would circulate a link to the list of Stewards on the new Guild website.
   d) Given the multiple commitments of Committee members, there was brief discussion of the best times to schedule meetings. It was agreed that Sunday evenings would be the best time for online meetings: EM will circulate a draft schedule for 2027.