Dear Colleagues

This message is an introductory email, inviting you to become involved in Council matters. You will receive approximately twelve further short emails describing the functions of each committee of Council. You are invited to express your interest in the activities of any of these committees and submit your CV to be considered for co-option to committees of Council during the next term of office starting on 1 August 2019.
1. How does Council work?
Council has 3 full meetings a year (2 days, during the week).
The decision-making process has been streamlined, and most of the decisions taken at committee level can now be implemented by the admin team after the minutes have been approved.

2. What does Council need from its Committees?
Agendas of all SAVC’s committees is available to all committee members and Councillors simultaneously. This allows Councillors to make input to committee agendas; and/or to bring specific items forward for discussion by full Council.

3. Which committees do not make information available?
The Continuing Professional Development [CPD] Accreditation Committee does not refer its decisions to Council for approval as it functions as a scientific assessor of educational events. The Investigation Committee [IC] of Council takes decisions without Council approval to ensure objectivity of Councillors when IC matters are brought to full Council for review of IC decisions [at the request of the complainants only. All other reviews on IC and IB matters are referred to the ad hoc Appeals Committee].

4. Why do we work this way?
The Council’s decision to delegate functions to its committees, was taken against the express knowledge that every new Council, at the start of its three-year term, appoints chairpersons and committee members to the committees of Council to deliberate veterinary and para-veterinary matters, which require intimate knowledge of matters as per item 5.
5. What skills are required of Councillors and committee members?

Knowledge of:

a) The functioning of the veterinary and para-veterinary professions in all fields/sectors in SA;
b) The Act, Regulations and Rules of the veterinary and para-veterinary professions;
c) The policies and guidelines of the SAVC; and
d) All matters including other SA legislation [e.g. medicines, animal welfare, education, environmental,]; business;- financial; governance; ethical- and social matters that affect the veterinary and para-veterinary professions, over and above points a) to c) above.

6. How are appointments viewed?

It is therefore recognised by Council that the appointment of committees is a serious matter which implies appropriate expertise, acumen and commitment to the affairs of the various committees of Council by appointees. The required expertise should be co-opted if-and-when required.

How does appointment take place?

Allocation of committee functions; and the appointment of chairpersons and committee members, is dependent on the outcome of elections and selection processes of Council. It is therefore important that representatives elected, selected and co-opted to serve represent the necessary expertise, acumen and commitment to perform the functions of the SAVC.

7. Which committees are established?

For a brief view click on this LINK
8. What are the general guidelines for Council’s decision making?

1. All committees confirm and/or develop Terms of Reference [ToR] approximately six months after commencement of each term of office of a new Council. This gives new Councillors and committee members an opportunity to familiarise themselves with the functions of Council. Changes to the ToR must be approved by Council.
2. All ToRs, Guidelines and Standard Operating Procedures of Committees are reviewed at the first meeting of each newly appointed Committee and will be approved by Council.
3. Committees determine annual budgets, for example the number of meetings to be held and supply such information to the Finance Committee for the annual budget, which must be approved by Council.
4. Committees can make input to the Review Committee on changes to the Act, Regulations and Rules.

9. Which decisions are referred to full Council?

1. Changes to the Act, Regulations and Rules.
2. Matters pertaining to litigation.
3. Adverse outcomes of assessment of standards of training where the continued acceptance of qualifications for automatic registration is no longer recommended.
4. Consideration of new prescribed qualifications for purposes of automatic registration.
5. The principle of bringing new profession/s on board.
7. All matters brought forward.
8. The annual budget