

Public Affairs Committee rules of procedure

Scope of rules of procedure

1. These rules of procedure apply on and from 1 May 2026 to the Public Affairs Committee.

Provisions that apply to the committee

2. The validity of any proceedings is not to be affected by a vacancy among the members or by any defect in the appointment of a member.
3. All words and expressions in this document are to be interpreted in accordance with Part 9 of the OfS scheme of delegation.

Members

4. The Public Affairs Committee is to consist of up to 10 members. It will include:
 - a. The chair of the OfS.
 - b. Up to three ordinary members of the OfS.
 - c. Up to six persons that are neither members of the OfS nor members of OfS staff ('Independent Persons').
5. The meeting will be considered quorate provided it is chaired by an OfS member or the chair of the OfS board, and attended by at least two Independent Persons.
6. As at 1 May 2026, the ordinary members of the OfS which have been appointed to the Public Affairs Committee are:
 - a. Andrew Wilson.
7. As at 1 May 2026 the Independent Persons which have been appointed to the Public Affairs Committee are:
 - a. Suresh Ariaratnam
 - b. Diana Beech
 - c. Rory Gribbell
 - d. Craig Leviton
 - e. Jonathan Simons.

Other attendance

8. The committee will usually be attended by a director of the OfS or their delegate, the Head of Stakeholder Engagement, and an OfS staff member acting as clerk to the committee.
9. The committee may be attended by the Head of Governance, the chief executive, and other OfS staff as required.

Chair

10. The committee may be chaired by an ordinary member of the OfS, or by the chair of the OfS.

Meetings

11. The Public Affairs Committee is expected to meet five times a year. The chair of the OfS, chair of the Public Affairs Committee, the chief executive, or the Director of Strategy and Delivery may convene additional meetings as they deem necessary.
12. Meetings of the Public Affairs Committee may be held in person or by video or teleconferencing (or any combination of such methods).

Reporting

13. The Public Affairs Committee is expected to provide a written report to the OfS board on the activities of each Public Affairs Committee meeting. The matters reported on may vary from time to time and may focus on matters which the Public Affairs Committee considers of be of particular interest to the OfS board. However, any failure to provide a report to the OfS board will not in any way affect the validity of any advice provided by the Public Affairs Committee.