

Council, 6 February 2014

Committee Appointments

Executive summary and recommendations

Introduction

1. At the Council meeting on 17 September 2013, approval was given to Standing Order 2 and 8 of the Committee Standing Orders (Composition of Committees and Chair). This reads as follows:-

2. Composition of Committees

- (1) The composition of the Education and Training Committee shall be determined by the Council in accordance with rules made by it under paragraph 17 of Schedule 1 to the 2001 Order.
- (2) The Audit Committee, which shall perform the functions set out in Annex A to these Standing Orders, shall comprise three members, appointed by the Council on such terms as it shall determine of which:
 - 2.2.1 at least one member shall have recent, significant and relevant financial experience;
 - 2.2.2 at least two members shall be members of Council; and
 - 2.2.3 at least one member shall not be a member of Council.
- (3) The Remuneration Committee, which shall determine the salaries of the Chief Executive and members of the Executive Management Team and the salary scales for all other HCPC employees, shall comprise the Chair of the Council and two other Council members (none of whom shall be members of the Audit Committee), appointed by the Council on such terms as it shall determine.

8. Chair

- (1) The Chair of the Committee, who shall be appointed by the Council on such terms as it shall determine, shall preside at any meeting of the Committee.
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2. Standing Order No 2 states that the composition of the Education and Training Committee (ETC) shall be in accordance with the Rules of the Committee. Paragraph 4(1) of the Health Professions Council (Education and Training Committee) (Constitution) Rules 2013 stipulates that the Committee must be constituted as follows:-

- 4.—(1) The Education and Training Committee shall comprise six members, appointed from among the members of the Council, of whom —
 - (a) three shall be registrant members; and
 - (b) three shall be lay members.
- (2) The Council shall determine the duration of the term of office of each member on their appointment, but it shall not exceed that person's term of office as a member of the Council.
- 5.—(1) The Council shall appoint a member of the Committee as the Chair of the Committee (the "Chair").
3. The Chair and Secretary to Council have reviewed the skills matrix of the newly appointed Council to ensure the skill requirements and needs of Committees are fulfilled within their membership.

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4. It is recommended that the Committees be constituted as follows:-

Audit Committee

Richard Kennett
Keith Ross
Independent Member – to be appointed

Education and Training

Elaine Brookes
Mary Clark-Glass
John Donaghy
Shelia Drayton
Graham Towl
Joy Tweed

Remuneration

Shelia Drayton
Joy Tweed
Anna van der Gaag – Chair of Council

5. At its meeting on 3 December 2013, the Council agreed to the appointment of a interim Chair of the Audit Committee. Richard Kennett has been performing this role and it is recommended that he be appointed as Chair of the Audit Committee.
6. It is recommended that Joy Tweed be appointed as Chair of the Education and Training Committee
7. Furthermore, it is recommended that the appointments outlined in paragraph four and five be reviewed in February 2015. This is in order that any new members of Council appointed next year can be allocated Committee responsibilities at that time.

Decision

Council is requested to approve the composition of the committees as set out in paragraph four, five and six of the paper.

Background Information

Code of Corporate Governance agreed by Council in September 2013;

Resource Implications

None

Financial Implications

The cost of holding Committee meetings is allocated within the Committee budget 2013-14 and future draft budgets.

Appendices

None

Date of paper

21 January 2014