

## **Committee Memberships**

### **Process**

The Chair appoints Council members (and independent members) to Committees, as either a member or a Chair. Unless otherwise specified, all appointments are for a period of two years (see frequency of review below)

Views of members as to their preferences will be sought. However it will not always be possible to allocate a member to their preferred committee.

Changes to the Committee membership allocations will be notified to Council as a paper to note at the next meeting. Whilst allocating members to Committees is a matter for the Chair, the Council retains authority to determine how a Committee should be constituted (subject to any mandatory requirements of the Health Professions Order 2001). The Standing Orders for each Committee set out these requirements.

### **Principles**

When allocating Council members to Committees the Chair will apply the following principles:

- Committees have the skills they need, the Council Skill Matrix is a key reference document.
- All members get the opportunity to take part in a Committee.
- Members get the opportunity to contribute to the breadth of the work of the HCPC during their term(s)
- Committee Chair positions should not continue longer than 4 years (two terms of two years) unless no suitable alternative candidate is available on the Council (for example if there is a requirement for a financially qualified Chair and only one member of the Council fulfils this requirement).
- Succession planning is in place for each Committee, to enable new perspectives, and continuity, in balance.

### **Frequency of review**

Committee appointments (memberships and chairs) will be reviewed every two years, or earlier depending on business need.