

## Council Meeting

A meeting of the Council will take place as follows:

- Date:** Thursday 5 December 2024
- Time:** 11am
- Venue:** HCPC Offices, Kennington, London

Please contact the Council Secretary by email to [secretariat@hcpc-uk.org](mailto:secretariat@hcpc-uk.org) if you are unable to attend or in the case of any enquiries.

### Public meeting agenda

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|----|---|-------------------------|--------|
| 1. | <b>Chair's welcome and introduction</b>   | 11.00-11.05<br>(5 mins) | verbal |
|    | a. <b>Apologies for absence</b>   |                         |        |
|    | b. <b>Approval of agenda</b><br>To approve the agenda, including agreement to any change to the order of business at the meeting  |                         |        |
|    | c. <b>Declaration of members' interests in relation to agenda items</b><br>To disclose any personal interest in any matter under consideration at the meeting, whether or not declared previously |                         |        |
|    | d. <b>Minutes of the Council meeting on 26 September 2024</b><br>To approve   |                         | paper  |
|    | e. <b>Matters arising</b><br>To note the responses to the actions from the previous meeting(s) held in public   |                         | paper  |
| 2. | <b>Chair's Report</b><br>To note<br>Christine Elliott, Chair  | 11.05-11.10<br>(5 mins) | paper  |

### Performance reports

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|----|--|--------------------------|-------|
| 3. | <b>Chief Executive's Performance Report</b><br>To discuss<br>Bernie O'Reilly, Chief Executive and Registrar                                  | 11.10-11.20<br>(10 mins) | paper |
| 4. | <b>Finance Report</b><br>To discuss<br>Alastair Bridges, Executive Director of Resources   | 11.20-11.35<br>(15 mins) | paper |
| 5. | <b>Fitness to Practise Performance Report</b><br>To discuss<br>Laura Coffey, Executive Director of Fitness to Practise and Tribunal Services | 11.35-11.50<br>(15 mins) | paper |

### Items for discussion/decision

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|----|--|--------------------------|--------------|
| 6. | <b>Fitness to Practise diversity report and diversity profiles</b><br>To discuss<br>Gareth Davies, Head of Insight and Analytics           | 11.50-12.10<br>(20 mins) | presentation |
| 7. | <b>Speaking up (whistleblowing) policy</b><br>To approve<br>Karen Flaherty, Head of Governance   | 12.10-12.15<br>(5 mins)  | paper        |
| 8. | <b>Financial regulations</b><br>To approve<br>Alastair Bridges, Executive Director of Resources<br>Aihab Al-Koubaisi, Financial Controller | 12.15-12.20<br>(5 mins)  | paper        |
| 9. | <b>Remuneration Committee standing orders</b><br>To approve<br>Karen Flaherty, Head of Governance  | 12.20-12.25<br>(5 mins)  | paper        |

### Items for noting

- |     |   |                         |       |
|-----|---|-------------------------|-------|
| 10. | <b>Chair's report and draft minutes of the meeting of the Remuneration Committee held in public on 17 October 2024</b>              |                         | paper |
| 11. | <b>Chair's report and draft minutes of the meeting of the Education and Training Committee held in public on 6 November 2024</b>    | 12.25-12.30<br>(5 mins) | paper |
| 12. | <b>Chair's report and draft minutes of the meeting of the Audit and Risk Assurance Committee held in public on 13 November 2024</b> |                         | paper |

13. **Chair’s report and draft minutes of the meeting of the People and Resources Committee held in public on 14 November 2024** paper
14. **Council forward plan 2025** paper
15. **Council reflection** 12.30-12.35 (5 mins) verbal  
 To offer views on the meeting, including what went well and what could be improved and reflect on the impact of meeting in person and how the HCPC’s values have been reflected in discussions and decisions

16. **Resolution**

To resolve that the remainder of the meeting shall be held in private, because the matters being discussed relate to the following;

- (a) information relating to a registrant, former registrant or applicant for registration;
- (b) information relating to an employee or office holder, former employee or office holder or an applicant for any post or office;
- (c) the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property;
- (d) negotiations or consultation concerning labour relations between the Council and its employees;
- (e) any issue relating to legal proceedings which are being contemplated or instituted by or against the Council;
- (f) action being taken to prevent or detect crime or to prosecute offenders;
- (g) the source of information given to the Council in confidence; or
- (h) any other matter which, in the opinion of the Chair, is confidential or the public disclosure of which would prejudice the effective discharge of the Council’s functions.

Item	Reason for Exclusion
17	H
18	H
19	C and H
20	B and H
21	B, D and H
22	C
23	H
24	H
25	H
26	H
27	H
28	H

**Break – including student competition and innovation competition presentations**

## Private meeting agenda

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|---|-----------------------|-------|
| 17. <b>Minutes of the private session of the Council meeting on 26 September 2024</b><br>To approve             |                       | paper |
| 18. <b>Matters arising</b><br>To note the responses to the actions from the previous meeting(s) held in private | 2.00-2.05<br>(5 mins) | paper |

### Items for discussion/decision

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|--|------------------------|--------------|
| 19. <b>International registration</b><br>To discuss<br>Andrew Smith, Executive Director of Education,<br>Registration and Regulatory Standards and Deputy Chief Executive<br>Brendon Edmonds, Head of Regulatory Development and Performance | 2.05-2.35<br>(30 mins) | presentation |
| 20. <b>Council and independent committee member remuneration</b><br>To approve<br>Sue Gallone, Chair of Remuneration Committee   | 2.35-2.50<br>(15 mins) | paper        |
| 21. <b>HPCPC pay policy</b><br>To approve<br>Fatma Ali, Head of HR and OD  | 2.50-3.00<br>(10 mins) | paper        |
| 22. <b>Internal auditor appointment</b><br>To approve<br>Anna Raftery, Head of Assurance and Compliance  | 3.00-3.05<br>(5 mins)  | paper        |
| 23. <b>Consent to sealing of a deed</b><br>To approve<br>Karen Flaherty, Head of Governance  | 3.05-3.10<br>(5 mins)  | paper        |

### Items for noting

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|---|-----------------------|-------|
| 24. <b>Chair's report and draft minutes of the meetings of the Remuneration Committee held in private on 17 October 2024 and 14 November 2024</b> |                       | paper |
| 25. <b>Draft minutes of the meeting the Education and Training Committee held in private on 6 November 2024</b>                                   | 3.10-3.15<br>(5 mins) | paper |

- |  |                        |        |
|--|------------------------|--------|
| 26. <b>Draft minutes of the meeting of the Audit and Risk Assurance Committee held in private on 13 November 2024</b>  |                        | paper  |
| 27. <b>Draft minutes of the meeting of the People and Resources Committee held in private on 14 November 2024</b>      |                        | paper  |
| 28. <b>Council reflection and future planning</b><br>For discussion (Council members only)<br>Christine Elliott, Chair | 3.15-4.15<br>(60 mins) | verbal |