

| |
|---------------------------------|
| <h2>Remuneration Committee</h2> |
|---------------------------------|

Minutes of the 18th meeting of the Remuneration Committee held in public as follows:-

Date: Thursday 10 March 2016

Time: 10:00 am

Venue: The Council Chamber, Health and Care Professions Council, Park House,
184 Kennington Park Road, London SE11 4BU

Present: Elaine Buckley
Robert Templeton
Joy Tweed

In attendance:

Teresa Haskins, Director of Human Resources
Andy Gillies, Director of Finance (Items 1 – 8)
Marc Seale, Chief Executive and Registrar (Items 1 – 9)

Item 1. 16/1 Apologies for absence

1.1 No apologies for absence were received.

Item 2. 16/2 Approval of agenda

2.1 The Committee approved the agenda.

Item 3. 16/3 Declarations of members' interests

3.1 Members had no interests to declare in connection with the items on the agenda.

Item 4. 16/4 Terms of reference of the Remuneration Committee (report ref: REM01/16)

4.1 The committee received a paper from the Executive.

4.2 The committee reviewed the terms of reference for the Remuneration Committee, as set out in the Standing Orders for Committees of the HCPC, paragraphs 2.3 and 9.1.3.

4.2 During discussion, the following points were made:-

- The terms of reference of the Remuneration Committee were narrow but this was in line with the principle that as much HCPC business as possible should remain with the full Council. It was felt that there was no reason to change or broaden the committee's remit.
- It was noted that the quorum for the Remuneration Committee was any two members. Two members might be an insufficient number to deal with some of the matters considered by the committee.
- An increase in size of the committee from the Chair plus two Council members to the Chair plus three Council members would increase the quorum to any three members.

4.3 It was agreed to make a recommendation to the Council to amend paragraphs 2.3 and 9.1.3 of the Standing Orders for Committees of the HCPC so that the membership of the Remuneration Committee should be the Chair of Council and three other Council members and the quorum should be increased to any three members.

Item 5. 16/5 Date and time of next meeting

5.1 It was noted that the date and time of the next meeting would be 9.30 am on 20 May 2016.

Resolution

The Committee is invited to adopt one or more of the following:

'The Committee hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to one or more of the following;

- (1) information relating to a registrant, former registrant or applicant for registration;
- (2) information relating to an employee or officer holder, former employee or applicant for any post or office;
- (3) 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;
- (4) negotiations or consultation concerning labour relations between the Council and its employees;
- (5) any issue relating to legal proceedings which are being contemplated or instituted by or against the Committee or the Council;
- (6) action being taken to prevent or detect crime or to prosecute offenders;
- (7) the source of information given to the Committee in confidence; or
- (8) 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 Committee's or Council's functions.'

| Item | Reason for Exclusion |
|------|----------------------|
| 6 | 2, 4 |
| 7 | 2, 4 |
| 8 | 2, 4 |
| 9 | 2, 4 |
| 10 | 2, 4 |
| 11 | 2, 4 |
| 12 | 2, 4 |