



Practising Certificates Committee Meeting

12 October 2021, Time: 13:00 – 15:00

Attended:	Karen Butroid (Chair) Sue Lewis (Lay member) Mofozul Ali (Pensions) Veekash Badal (non-Life) Iain Baker (Life and non-Life) Ian Burningham (non-Life) Andrew Chamberlain (Life) James Crispin (Life) Louise Eldred (Life) Chris Green (Pensions) Paul Hubbard (Pensions) Parth Patel (Lloyds and non-Life) George Pumffrey (Pensions) Edwin Sheaf (Pensions) Mike Shimwell (Pensions) David Simmons (Lloyds) Elaine Stevenson (Pensions) Emma Stewart (Lloyds)	Apologies:	Nick Dexter (Life) Ben Gilman (Lloyds and non-Life) Alex Lee (Lloyds) Samantha Tanner (Lloyds and non-Life) Iain Turri (Pensions)
Executive Staff:	Stephanie Snowden (Secretary) Holly Paterson Emma Gilpin (item 4)		

Item	Title
1.	Welcome / Apologies
1.1	The Chair welcomed the group to the meeting.
2	PCC membership
2.1	The Chair noted the following changes to the PCC membership: <ul style="list-style-type: none">Marcia Cantor-Grable has now ended her term as the lay member of the PCC and the Chair thanked her for her contributions to the PCC over the last four years.Sue Lewis has replaced Marcia Cantor-Grable as the lay member of the PCC. SL has been on the Regulatory Board for around one year and has a background in the Treasury, portfolio work, working with the FCA, consultancy and on various charity boards.
3.	Notes Of Meeting Held 04 May 2021
3.1	The notes from the last meeting were formally agreed.
4.	Review of the PC regime
4.1	The Chair introduced paper 2 in relation to the outcome of the recent PC regime consultation. The Executive advised that this review is still very much a work in progress and is due to be discussed by the Regulatory Board in December. The PCC members were asked for any comments based on the information provided in paper 2. [REDACTED]



Item	Title
	Once the discussion on the main points of the consultation concluded, the Executive advised that there would be more detail in the coming weeks and that the PCC's thoughts on this detail would be sought. The Executive will liaise on the practicalities of getting this feedback. It was then discussed and agreed that it may be helpful for the PCC to review any detail and provide feedback as panels, noting differences in requirements per panel.
5.	PCC Annual Report to the Regulatory Board
5.1	<p>The Chair summarised the PCC Annual Report to Regulatory Board noting that this included:</p> <ul style="list-style-type: none">• A summary of case work• The extension of the Executive's delegated authority so that it can approve renewals in each practice area subject to certain criteria• Information on the reasoning for the Report to Members being put on hold• Concerns regarding the changes to the pension scheme landscape <p>The PCC Annual Report to the Regulatory Board was approved and no comments were made on this.</p>
6.	Egress
6.1	<p>The use of Egress for viewing/commenting on applications was discussed. It was agreed that the PCC would use Egress going forward as it is easier and more convenient than communicating via email. However, an action was raised to provide a link to the PCC to Egress to allow members to bookmark this so they can go in and look at applications without relying on the email link that gets sent.</p> <p>ACTION: Egress link to be sent round to PCC</p>
7.	Administration and Casework Reports
7.1	The casework processed was noted.
7.2	[REDACTED]
7.3	Updates to the PCC Manual of Practice were noted.
8.	Any other business
8.1	The Executive reminded the PCC that any emails relating to the PCC that are over two years old should be deleted.
8.2	The Regulatory Board Scheme of Delegation was noted.
8.3	A member of the PCC raised an AOB and asked if the Executive can include information on when an applicant was last in role when sending applications to the panel. It was agreed that this would be noted for possibly updating the application forms in line with the new PC regime and where this information is needed, the panel should request it in the meantime.
9.	Discussion points raised by panel members and applicants – practice area specific



Item	Title
9.1	The non-Life panel discussed creating guidance to show applicants' examples of experience that the panel would not consider deep experience. It was agreed that, although an ongoing issue, it does only affect a small number of applications. It is therefore worth delaying introducing any guidance and possibly feed this in to the new guidance/framework when the new Scheme is being developed, if relevant.
9.2	[REDACTED]