



Practising Certificates Committee Meeting
27 March 2025, Time: 10:00 – 10:55

Attending:	Karen Butroid (Chair) Sue Lewis (Lay member) Veekash Badal (Lloyd's and non-Life) Iain Baker (Life and non-Life) Darren Charles (Pensions) Gareth Connolly (Pensions) James Crispin (Life) William Diffey (Life) Kathleen Favell (Life) Chris Green (Pensions) Matt Lee (Life) Stewart Mitchell (Lloyd's) Brian Murray (Life) Parth Patel (Lloyd's and non-Life) Leigh-Ann Plenderleith (Life) Richard Rabin (Pensions) Edwin Sheaf (Pensions) Catherine Snape (Pensions) Elaine Stevenson (Pensions) Mark Williams (Pensions)	Apologies:	Simon Eagle (CDC) Chintan Gandhi (CDC) Ben Gilman (Lloyd's and non-Life) George Pumffrey (Pensions) Mirjam Spies (Lloyd's) Emma Stewart (Lloyd's) Peter Tavner (non-Life) Ian Burningham (non-Life) Mofozul Ali (Pensions) Alex Lee (Lloyd's)
Guest:	Neil Buckley (item 3)		
Executive Staff:	Stephanie McGowan Stephanie Millar Holly Mowat (Secretary)		

Item	Title
1.	Welcome / Apologies
1.1	The Chair welcomed the Committee members to the meeting, noting the apologies received.
2	Notes of meeting held 15 October 2024
2.1	The notes from the last meeting were formally agreed.
3.	Update from Neil Buckley
3.1	The PCC Chair welcomed NB, who provided an overview of his tenure as Regulatory Board (RB) Chair ahead of stepping down. NB highlighted key areas of recent RB focus. He noted significant governance changes during his tenure, including a more balanced Board composition of lay and actuarial members, contributing to broader perspectives and enhanced decision-making. Increased transparency and the FRC's recognition of the RB's independence were also highlighted. Looking ahead, NB emphasised the importance of developments in education and examinations, improving member engagement with regulation, and the potential for statutory regulation as key future priorities. NB thanked the PCC for its important public interest role. The PCC Chair thanked NB for his contribution and insights.



Item	Title
4.	PCC update
4.1	<u>To note an update from the executive on recent PCC related matters</u> The Executive provided an update paper on recent PCC matters and invited comments. The PCC Chair noted there may be concern about practising certificates granted with conditions (notably Practice Module completion); the Executive confirmed requirements were met and there were extenuating circumstances in each case. The Executive advised that the team has taken ownership of Practice Module delivery to improve effectiveness and frequency. Members discussed the high volume of applications needing further information, welcomed improvements to guidance (including examples/handbook), and agreed AI use in applications should be considered internally going forward.
4.2	<u>Update on PCC membership</u> The PCC Chair advised that the Executive has been reviewing PCC member tenure, noting that PCC appointments run for three years with one renewal, and the Chair's tenure is due for renewal next year. Members who have served longer than six years are being contacted to discuss their position. The Executive and Chair thanked panel members for their continued support during the period of change while recruitment and onboarding progresses.
4.3	<u>[redacted]</u>
5.	Reviewing applications
5.1	The PCC Chair, following discussion with the Executive, reminded members that requests for further information and application feedback should be framed against the relevant Competency Framework (identifying specific competency gaps, e.g., professionalism), rather than focusing on technical experience alone, and that declines should clearly reference insufficient evidence against the framework. The Executive asked members to retain their original comments on the Competency Assessment Matrix and add any post-review views as additional comments to maintain a clear audit trail. A Pensions Panel member noted the importance of demonstrating technical skills given the nature of pensions roles; the Chair acknowledged this is often the case for pensions but may differ across other case types.
6.	Any other business
6.1	The PCC Chair thanked those who attended and reiterated her and the Executive's sentiments thanking those panel members who are stepping down for all of their valued contributions over the years. A poll would be sent out to arrange the next meeting.