

Communications Committee 22 June 2011

Annual review of actions taken in 2010-11

Executive Summary and Recommendations

Introduction

An annual review of the actions arising from meetings in 2010-11 is attached.

Decision

The Committee is asked to note the actions that have been taken.

Background information

Please refer to individual papers and minutes for the background to decisions.

Resource implications

None.

Financial implications

None.

Appendices

List of actions arising from meetings in 2010-11.

Date of paper

28 March 2011.

Action points

Communications Committee

2010-11

	Action point (and location in the minutes)	For the attention of	Action by	Comments
	23 June 2010			
1	Communications workplan 2010-11: Committee approved the workplan. (8.6)	JL	Ongoing to March 2011	See progress report on agendas for each meeting during the year
	4 November 2010			
2	Developing a social media strategy: Committee endorsed the social media strategy as set out in the paper and asked the Executive to keep it informed of progress. (8.5)	EG/ AM	Ongoing	
3	HPC events: Committee endorsed the approach to events as set out in the paper and asked the Executive to keep it informed of progress. (9.5)	SC	Ongoing	
4	Proposed amendments to content of annual report and accounts: Committee agreed to recommend to Council the following amendments to the content of the annual report and accounts, with effect from the 2010-11 annual report and accounts: - removing the 'Foreword from the Chair' and 'Introduction from the Chief Executive' and instead including one, jointly authored, introduction; - removing the Council and Committee	JJ	9 December 2010	Actioned. Recommendations approved by Council on 9 December 2010.

	<p>member biographies; and</p> <p>- removing the Council and Committee member attendance tables.</p> <p>(11.4)</p>			
5	<p>Committee membership:</p> <p>Committee agreed that, in order to reduce the risk of Committee meetings being inquorate, the Executive should consider either appointing a new member to the Committee, or review the number of members required for a quorum.</p>	CB	17 February 2011	Actioned. On 9 December 2010, the Council agreed to appoint Mrs Joy Tweed to the Committee, as a member until July 2011.
6	<p>Communications workplan in relation to aspirant groups and professions outside regulation:</p> <p>The Committee agreed that, for the time being, the Executive should continue with the activities outlined in the paper. This would ensure that HPC engaged in dialogue with the media in a timely manner and that, as far as possible, coverage was clear and accurate. The Committee agreed that the Executive should also take account of any developments.</p> <p>(14.4)</p>	JL/ MG	Ongoing	
17 February 2011				
7	<p>The Committee agreed that the Web Manager should give a presentation to its next meeting on the changes to the HPC Check Microsite.</p> <p>(9.2)</p>	TG	22 June 2011	
8	<p>Draft communications strategy and workplan 2011-12:</p> <p>The Committee approved the strategy and workplan, subject to amendments and any minor editing amendments.</p> <p>(10.6)</p>	JL	Ongoing to March 2012	The workplan was ratified by the Council at its meeting on 12 May 2011.
9	<p>Transfer of social workers Register (England): Draft communications</p>	JL	Ongoing to August 2012	See paper on agenda for today's meeting,

	<p>workplan</p> <p>Committee approved the workplan, subject to comments and any minor editing amendments.</p> <p>(11.5)</p>			<p>providing a progress report on this work.</p>
10	<p>Transfer of social workers Register (England): Draft communications workplan</p> <p>Committee noted that the Executive would report progress to future meetings of the Committee</p> <p>(11.6)</p>	JL	Ongoing to November 2012	<p>See paper on agenda for today's meeting, providing a progress report on this work.</p>