

Health Professions Council
14 December 2006

CHAIR'S COMMITTEE

Executive Summary and Recommendations

Introduction

Over the past year the chairmen of statutory and non-statutory committees have been meeting on an informal basis to discuss common issues arising from the work of their respective committees. The 'Chair's Group' had no formal status as a committee but was established following the 2005 Council Away Day with the aim of improving internal communications between committees and between Council and the Executive.

At its last meeting the group agreed to put a proposal to the Council to formalise the existence of the group and its remit.

The Council is asked to agree the following;

- (i) **Proposed Name:**
Chair's Committee

- (ii) **Proposed Membership**
President of Council & Chairs of all statutory and non-statutory committees (no substitutes to attend on behalf of members)

- (iii) **Meetings Schedule**
As agreed by the Committee but likely to be four times per year in the month before a Council meeting.

- (iv) **Terms of Reference**
To consider issues of common interest to committees and to make recommendations to Council

- (v) **Standing Orders**
To be agreed by the Committee and put to Council for ratification.

- (vi) **Committee Support**
To be provided by the Secretariat

- (v) **Reporting Process**
Minutes to be considered by Council

Decision

The Council is asked to agree the above proposals and to request that the Executive take this forward as appropriate.

Background information

None

Resource implications

Provision of committee support by the Secretariat

Financial implications

4 meetings per year X 7 members. £300 attendance allowance and average £308 travel and subsistence. Total cost = £17,024.

Appendices

None

Date of paper

30 November 2006