

The Health Professions Council Meeting

Thursday 11 December 2008

10.30am

The 50th meeting of the Health Professions Council will be held at the following location:

The New Council Chamber
Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

The Council meeting will be held in two parts. Part One will be open to members of the public. Part Two will be held in private.

At 12.45 pm the new wing of Park House will be opened by Kate Hoey MP

Colin Bendall
Acting Secretary to Council
Monday 1 December 2008

Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

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Agenda part one – open to members of the public

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| 1 | President's welcome and introduction | verbal |
| 2 | Apologies for absence | verbal |
| 3 | Approval of agenda | verbal |
| 4 | Minutes of the Council meeting of 1 October 2008
Colin Bendall - Acting Secretary to Council | enclosure 1
paper HPC149/08 |
| 5 | Matters arising
Colin Bendall - Acting Secretary to Council | enclosure 2
paper HPC150/08 |
| 6 | President's report | enclosure 3
paper HPC151/08 |
| 7 | Chief Executive's report
Marc Seale - Chief Executive | enclosure 4
paper HPC152/08 |

Items for discussion/approval

Strategy and policy

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| 8 | Regulation of assistants and expanding Professional regulation
Marc Seale – Chief Executive | enclosure 5
paper HPC153/08 |
| 9 | Standards of proficiency and threshold level of qualification for entry for hearing aid dispensers
Michael Guthrie – Head of Policy & Standards | enclosure 6
paper HPC154/08 |
| 10 | Guidance on conduct and ethics for students
Charlotte Urwin- Policy Officer | enclosure 7
paper HPC155/08 |
| 11 | Health and character guidance
Charlotte Urwin- Policy Officer | enclosure 8
paper HPC156/08 |
| 12 | Review of sanctions
Kelly Johnson – Director of Fitness to Practise | enclosure 9
paper HPC157/08 |

Corporate Governance

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| 13 | Council elections 2009
Marc Seale - Chief Executive | enclosure 10
paper HPC158/08 |
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| 14 | CHRE Performance review of health professions regulators
Marc Seale - Chief Executive | enclosure 11
paper HPC159/08 |
| 15 | Five year plan update
Simon Leicester – Director of Finance | enclosure 12
paper HPC160/08 |
| 16 | Reappointment of external auditor
Simon Leicester – Director of Finance | enclosure 13
paper HPC161/08 |
| 17 | Reappointment of internal auditor
Simon Leicester – Director of Finance | enclosure 14
paper HPC162/08 |
| 18 | Update on the Health Professions Council (Registration and Fees) (Amendment) Rules 2009
Simon Leicester – Director of Finance | enclosure 15
paper HPC163/08 |
| 19 | Annual report and accounts 2009
Colin Bendall - Acting Secretary to Council | enclosure 16
paper HPC164/08 |
| 20 | Risk register update
Colin Bendall - Acting Secretary to Council | enclosure 17
paper HPC165/08 |
| 21 | Audit Committee appointment process
Colin Bendall - Acting Secretary to Council | enclosure 18
paper HPC166/08 |
| 22 | Declaration of interests policy
Colin Bendall - Acting Secretary to Council | enclosure 19
paper HPC167/08 |
| 23 | Council representatives on external bodies
Colin Bendall - Acting Secretary to Council | enclosure 20
paper HPC168/08 |
| 24 | Council membership
Colin Bendall - Acting Secretary to Council | enclosure 21
paper HPC169/08 |
| 25 | Committee membership
Colin Bendall - Acting Secretary to Council | enclosure 22
paper HPC170/08 |
| 26 | Nomination of Vice-Chairman of Audit Committee
Colin Bendall - Acting Secretary to Council | enclosure 23
paper HPC171/08 |
| 27 | Dates of Council meetings 2009-2010
Colin Bendall - Acting Secretary to Council | enclosure 24
paper HPC172/08 |

- 28 **Process for cancelling meetings**
Steve Rayner - Secretary to Committees enclosure 25
paper HPC173/08
- 29 **Minutes of the Finance and Resources Committee held on 18 September 2008**
Robert Clegg – Chairman of the Committee enclosure 26
paper HPC174/08
- 30 **Minutes of the Audit Committee held on 26 September 2008**
Paul Acres – Chairman of the Committee enclosure 27
paper HPC175/08

Items to Note

- 31 **Regulation of new Professions by HPC (application from the Society and College of Radiographers for the regulation of Sonographers)**
Marc Seale - Chief Executive enclosure 28
paper HPC176/08
- 32 **Corporate social responsibility paper**
Eve Seall and Alison Abordarham enclosure 29
paper HPC177/08
- 33 **Directive on the application of patients' rights in cross-border healthcare**
Sam Mars – Policy Officer enclosure 30
paper HPC178/08
- 34 **Reports from council representatives at external meetings**
Steve Rayner – Secretary to Committees enclosure 31
paper HPC179/08
- 35 **Dates of Chairs' Liaison Group meetings 2009/10**
Steve Rayner – Secretary to Committees enclosure 32
paper HPC180/08
- 36 **Dates of committee meetings 2009/10**
Steve Rayner- Secretary to Committees enclosure 33
paper HPC181/08
- 37 **Minutes of the Fitness to Practise Forum held on 17 September 2008**
Keith Ross – Chairman of the Forum enclosure 34
paper HPC182/08
- 38 **Minutes of the Education and Training Committee held on 25 September 2008**
Eileen Thornton – Chairman of the Committee enclosure 35
paper HPC183/08

39 **Minutes of the Communication Committee held on
16 October 2008**

Annie Turner – Chairman of the Committee

40 **Any other business**

previously notified and agreed by the Chairman

41 **Date & time of next meeting**

10. 30 am on Thursday 10 February 2009 – strategy meeting

Subsequent meetings at 10.30am on the following dates;

Thursday 26 March 2009

Wednesday 20 May 2009

Monday 6 July 2009

Resolution

The Council is invited to adopt the following:

“The Council hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to the following;

- (i) information relating to a registrant, former registrant or application for registration;
- (ii) information relating to an employee or office holder, former employee or applicant for any post or office;
- (iii) 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;
- (iv) negotiations or consultation concerning labour relations between the Council and its employees;
- (v) any issue relating to legal proceedings which are being contemplated or instituted by or against the Council;
- (vi) action being taken to prevent or detect crime to prosecute offenders;
- (vii) the source of information given to the Council in confidence; or
- (viii) any other matter which, in the opinion of the President, is confidential or the public disclosure of which would prejudice the effective discharge of the Council's functions.

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