

The Health Professions Council Meeting

Thursday 29 May 2008

10:30am

The 46th 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.

Niamh O'Sullivan
Secretary to Council
Monday 19 May 2008

Health Professions Council
Park House
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London SE11 4BU

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Agenda part one – open to members of the public

1. **President's welcome and introduction**
2. **Apologies for absence** verbal
3. **Approval of agenda** verbal
4. **Minutes of the Council meeting held on 27 March 2008**
Niamh O'Sullivan – Secretary to Council enclosure 1
paper HPC42/08
5. **Matters arising**
Niamh O'Sullivan – Secretary to Council enclosure 2
paper HPC43/08
6. **President's report** enclosure 3
paper HPC44/08
7. **Chief Executive's report** enclosure 4
paper HPC45/08

Items for discussion/approval

Strategy and policy

8. **HPC consultation process**
Sam Mars– Policy Officer enclosure 5
paper HPC46/08

Corporate governance

9. **Draft Health Professions Council annual report**
From Sarah Giles – Acting Publications Manager enclosure 6
Paper HPC47/08
10. **Election of President 2008**
Niamh O'Sullivan- Secretary to Council enclosure 7
paper HPC48/08
11. **Revised council members' code of conduct**
Niamh O'Sullivan enclosure 8
paper HPC49/08
12. **Revised professional liaison group operating manual**
Niamh O'Sullivan – Secretary to Council enclosure 9
paper HPC50/08
13. **Council membership**
Niamh O'Sullivan – Secretary to Council enclosure 10
paper HPC51/08

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| 14. | Amendment to Council meeting date
Niamh O'Sullivan – Secretary to Council | enclosure 11
paper HPC52/08 |
| 15. | Revised statement of intent for corporate social responsibility
Abigail Creighton – Head of Education | enclosure 12
paper HPC53/08 |
| 16 | President's fees
from Marc Seale – Chief Executive | enclosure 13
paper HPC54/08 |
| 17. | Minutes of the Finance and Resources Committee meeting held on 20 November 2007
Robert Clegg – Chairman of the Committee | enclosure 14
paper HP55/08 |
| 18. | Minutes of the Finance and Resources Committee meeting held on 6 February 2008
Robert Clegg – Chairman of the Committee | enclosure 15
paper HPC56/08 |
| 19. | Minutes of the Finance and Resources Committee meeting held on 19 March 2008
Robert Clegg – Chairman of the Committee | enclosure 16
paper HPC57/08 |
| 20. | Unconfirmed minutes of the Finance and Resources meeting held on 24 April 2008
Robert Clegg – Chairman of the Committee | enclosure 17
paper HPC58/08 |
| 21. | Minutes of the Remuneration Committee held on 6 March 2008
Robert Clegg – Chairman of the Committee | enclosure 18
paper HPC59/08 |
| 22. | Minutes of the Audit Committee meeting held on 5 December 2007
Paul Acres – Chairman of the Committee | enclosure 19
paper HPC60/08 |
| 23. | Minutes of the Audit Committee meeting held on 27 February 2008
Paul Acres – Chairman of the Committee | enclosure 20
paper HPC61/08 |
| 24. | Minutes of the Communications Committee held on 25 February 2008
Annie Turner – Chairman of the Committee | enclosure 21
paper HPC62/08 |

Items to note

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| 25. | HPC equality and diversity scheme
Michael Guthrie – Policy Manager | enclosure 22
paper HPC63/08 |
| 26. | Health and Social Care Bill –
Dissolution of the Hearing Aid Council
Marc Seale – Chief Executive | enclosure 23
paper HPC64/08 |
| 27. | Departmental workplans
Marc Seale – Chief Executive | enclosure 24
paper HPC65/08 |
| 28. | Re-appointment of lay members
Niamh O’Sullivan- Secretary to Council | enclosure 25
paper HPC66/08 |
| 29. | Council away day 2008
Niamh O’Sullivan - Secretary to Council | enclosure 26
paper HPC67/08 |
| 30. | National Audit Office – Organisational Health Check
Marc Seale – Chief Executive | enclosure 27
paper HPC68/08 |
| 31. | Unconfirmed minutes of Education and Training
Committee meeting held on 26 March 2008
Eileen Thornton – Chairman of the Committee | enclosure 28
paper HPC69/08 |
| 32. | Minutes of the Fitness to Practise Forum meeting
held on 23 April 2008
Keith Ross – Chairman of the Committee | enclosure 29
paper HPC70/08 |
| 33. | Minutes of the Conduct and Competence Committee
held on 23 April 2008
Keith Ross – Chairman of the Committee | enclosure 30
paper HPC71/08 |
| 34. | Minutes of the Health Committee held on 23 April 2008
Tony Hazell - Chairman of the Committee | enclosure 31
paper HPC72/08 |
| 35. | Minutes of the Investigating Committee
held on 23 April 2008
Morag MacKellar – Chairman of the Committee | enclosure 32
paper HPC73/08 |
| 36. | Notes of Chairs’ Liaison Group held on
23 April 2008
Anna van der Gaag – President | enclosure 33
paper HPC74/08 |

37. **Reports from council representatives at external meetings**

Niamh O'Sullivan – Secretary to Council

enclosure 34
paper HPC75/08

38. **Any other business**

Previously notified and agreed by the Chairman

39. **Date & time of next meeting**

10:30am on Thursday 3 July 2008

Subsequent meetings at 10.30am on the following dates;

Thursday 11 September 2008

Wednesday 1 October 2008 – Council meeting and away day

Thursday 2 October 2008 – Council away day

Thursday 11 December 2008

Thursday 10 February 2009 – strategy meeting

Wednesday 25 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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