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<b>Council</b>
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**The 60<sup>th</sup> meeting of the Health Professions Council will take place as follows:-**

**Date:** Thursday 25<sup>th</sup> March 2010

**Time:** 10:30am

**Venue:** The Council Chamber, Health Professions Council, Park House, 184  
Kennington Park Road, London SE11 4BU

**Members:** Anna van der Gaag (Chair)  
Patricia Blackburn  
Mary Clark-Glass  
Malcolm Cross  
John Donaghy  
Sheila Drayton  
Julia Drown  
John Harper  
Richard Kennett  
Jeff Lucas  
Morag Mackellar  
Arun Midha  
Penelope Renwick  
Keith Ross  
Deep Sagar  
Eileen Thornton  
Annie Turner  
Joy Tweed  
Diane Waller  
Neil Willis

**Enquiries:** Louise Hart, Secretary to Council  
020 7840 9711  
louise.hart@hpc-uk.org

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|----|--|-------------------------|
| 1. | <b>Chair's welcome and introduction</b>  | verbal                  |
| 2. | <b>Apologies for absence</b>   | verbal                  |
| 3. | <b>Approval of agenda</b>  | verbal                  |
| 4. | <b>Declaration of Members' interests</b>   | verbal                  |
| 5. | <b>Public Minutes of the Council meeting of 11 February 2010</b><br>Louise Hart - Secretary to Council | enclosure 1<br>HPC17/10 |
| 6. | <b>Matters arising</b><br>Louise Hart - Secretary to Council   | enclosure 2<br>HPC18/10 |
| 7. | <b>Chair's report</b><br>Anna van der Gaag – Chair of HPC  | enclosure 3<br>HPC19/10 |
| 8. | <b>Chief Executive's report</b><br>Marc Seale - Chief Executive  | enclosure 4<br>HPC20/10 |

#### Items for discussion/approval

#### Strategy and Policy

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| 9.  | <b>Budget for year to 31 March 2011</b><br>Marc Seale – Chief Executive  | enclosure 5<br>HPC21/10  |
| 10. | <b>Generic Standards of Proficiency Review Group recommendations</b><br>Megan Scott – Policy Manager   | enclosure 6<br>HPC22/10  |
| 11. | <b>CHRE Fitness to practise audit report: Audit of health professional regulatory bodies' initial decisions</b><br>Kelly Johnson – Director of Fitness to Practise | enclosure 7<br>HPC23/10  |
| 12. | <b>CHRE report – Handling complaints: Sharing the registrant's response with the complainant</b><br>Kelly Johnson – Director of Fitness to Practise                | enclosure 8<br>HPC24/10  |
| 13. | <b>The HPC approach to justice and impairment</b><br>Kelly Johnson – Director of Fitness to Practise   | enclosure 9<br>HPC25/10  |
| 14. | <b>Practice Note 'Standard of Acceptance for Allegations'</b><br>Kelly Johnson – Director of Fitness to Practise   | enclosure 10<br>HPC26/10 |
| 15. | <b>Psychotherapists and Counsellors Workplan</b><br>Michael Guthrie – Director of Policy and Standards   | enclosure 11<br>HPC27/10 |

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| 16. | <b>Modernising Scientific Careers</b><br>Marc Seale – Chief Executive   | enclosure 12<br>HPC28/10 |
| 17. | <b>Consultation on amendment to the standards of proficiency for health psychologists</b><br>Charlotte Urwin – Policy Manager | enclosure13<br>HPC29/10  |
| 18. | <b>Charitable Status and the HPC</b><br>Marc Seale – Chief Executive  | enclosure 14<br>HPC30/10 |
| 19. | <b>Review of the Health Professions Council (HPC) admission forms</b><br>Neil Cohen – Customer Services Manager               | enclosure 15<br>HPC31/10 |
| 20. | <b>Expenses Policies</b><br>Louise Hart – Secretary to Council  | enclosure 16<br>HPC32/10 |
| 21. | <b>Homeworking Policy</b><br>Guy Gaskins – Director of IT   | enclosure 17<br>HPC33/10 |
| 22. | <b>Policy and Standards Workplan 2010</b><br>Michael Guthrie – Director of Policy and Standards                               | enclosure 18<br>HPC34/10 |

## Corporate Governance

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| 23. | <b>Partner appointments – governance</b><br>Kathryn Neuschafer – Partner Manager   | enclosure 19<br>HPC35/10 |
| 24. | <b>The Health Professions Council (Education and Training Committee) (Constitution) Rules 2010</b><br>Louise Hart – Secretary to Council | enclosure 20<br>HPC36/10 |
| 25. | <b>Internal Audit Charter</b><br>Gary Butler – Director of Finance   | enclosure 21<br>HPC37/10 |
| 26. | <b>Communications Committee Terms of Reference</b><br>Louise Hart – Secretary to Council   | enclosure 22<br>HPC38/10 |
| 27. | <b>Public Minutes of the Finance and Resources Committee held on 10 February 2010</b><br>Richard Kennett - Chair of the Committee        | enclosure 23<br>HPC39/10 |
| 28. | <b>Public Minutes of the Communications Committee held on 18 February 2010</b><br>Sheila Drayton – Chair of the Committee                | enclosure 24<br>HPC40/10 |
| 29. | <b>Public Minutes of the Audit Committee held on 24 February 2010</b><br>Jeff Lucas – Chair of the Committee                             | enclosure 25<br>HPC41/10 |

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| 30. <b>Minutes of the private part of the Audit Committee held on 24 February 2010</b><br>Jeff Lucas – Chair of the Committee  | enclosure 26<br>HPC42/10  |
| 31. <b>Public Minutes of the Fitness to Practise Committee held on 25 February 2010</b><br>Keith Ross – Chair of the Committee | enclosure 27<br>HPC43 /10 |

### Items to Note

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| 32. <b>CHRE Report: ‘Protecting the public from unregistered practitioners: Tackling misuse of protected title.’</b><br>Kelly Johnson – Director of Fitness to Practise | enclosure 28<br>HPC44/10 |
| 33. <b>Reports from council representatives at external meetings</b><br>Louise Hart - Secretary to Council  | enclosure 29<br>HPC45/10 |
| 34. <b>Customer service feedback report for February 2010</b><br>Cherise Evans – PA to Director of Operations   | enclosure 30<br>HPC46/10 |

35. **Any other business**  
Previously notified and agreed by the Chair

36. **Date & time of next meeting:**

**Thursday 20 May 2010 at 10.30am**

37. **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 Chair, is confidential or the public disclosure of which would prejudice the effective discharge of the Council's functions.

Item	Reason for Exclusion
38	v
40	v
41	vii
42	iii, v
43	iv

## Part 2 – Private Agenda

### Items for discussion/approval

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| 38. | <b>Minutes of the Private part of the Council meeting held on 11 February 2010</b><br>Louise Hart - Secretary to Council                       | enclosure 31<br>HPC47/10 |
| 39. | <b>Matters arising</b><br>Louise Hart - Secretary to Council   |                          |
| 40. | <b>Judicial Review</b><br>Marc Seale – Chief Executive   | enclosure 32<br>HPC48/10 |
| 41. | <b>Licensing of Healthcare Support Workers</b><br>Marc Seale – Chief Executive   | enclosure 33<br>HPC49/10 |
| 42. | <b>Minutes of the private part of the Finance and Resources Committee held on 10 February 2010</b><br>Richard Kennett – Chair of the Committee | enclosure 34<br>HPC50/10 |
| 43. | <b>Minutes of the Finance and Resources Committee held on 4 March 2010</b><br>Richard Kennett – Chair of the Committee                         | enclosure 35<br>HPC51/10 |
| 44. | <b>Any other business for consideration in private</b><br>Previously notified and agreed by the Chair  |                          |