

<p style="text-align: center;"><b>Council</b></p>
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**The 88<sup>th</sup> meeting of the Health and Care Professions Council will take place as follows:-**

**Date:** Thursday 6 February 2014

**Time:** 9:30am

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

**Members:** Anna van der Gaag (Chair)  
Elaine Brookes  
Mary Clark-Glass  
John Donaghy  
Sheila Drayton  
Richard Kennett  
Sonya Lam  
Keith Ross  
Robert Templeton  
Graham Towl  
Joy Tweed  
Nicola Wood

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[claire.gascoigne@hcpc-uk.org](mailto:claire.gascoigne@hcpc-uk.org)

## Part 1 – Public Agenda

- |    |   |                          |
|----|---|--------------------------|
| 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>Minutes of the Council meeting of 3 December 2013</b><br>Claire Gascoigne – Secretary to Council | enclosure 1<br>HCPC01/14 |
| 6. | <b>Chair's report</b><br>Anna van der Gaag – Chair of HCPC  | enclosure 2<br>HCPC02/14 |
| 7. | <b>Chief Executive's report</b><br>Marc Seale - Chief Executive and Registrar                       | enclosure 3<br>HCPC03/14 |

## Items for discussion/approval

### Strategy and Policy

- |    |   |                          |
|----|---|--------------------------|
| 8. | <b>PSA Audit Report - GMC, GDC</b><br>John Barwick – Head of Investigations   | enclosure 4<br>HCPC04/14 |
| 9. | <b>Life Assurance Benefits (Death in Service Dependents' pension)</b><br>Teresa Haskins – Director of Human Resources | enclosure 5<br>HCPC05/14 |

### Departmental Reports

- |     |   |                           |
|-----|---|---------------------------|
| 10. | <b>Fitness to Practise Report</b><br>Kelly Holder – Director of Fitness to Practise | enclosure 6<br>HCPC06/14  |
| 11. | <b>Education Report</b><br>Brendon Edmonds – Acting Director of Education           | enclosure 7<br>HCPC07/14  |
| 12. | <b>HR &amp; Partners Report</b><br>Teresa Haskins – Director of Human Resources     | enclosure 8<br>HCPC08/14  |
| 13. | <b>Operations Report</b><br>Greg Ross-Sampson – Director of Operations              | enclosure 9<br>HCPC09/14  |
| 14. | <b>IT Report</b><br>Guy Gaskins – Director of Information Technology                | enclosure 10<br>HCPC10/14 |

- |     |  |                           |
|-----|--|---------------------------|
| 15. | <b>Finance Report</b><br>Alan Carr – Interim Director of Finance                         | enclosure 11<br>HCPC11/14 |
| 16. | <b>Communications Report</b><br>Jacqueline Ladds – Director of Communications            | enclosure 12<br>HCPC12/14 |
| 17. | <b>Policy and Standards Report</b><br>Michael Guthrie – Director of Policy and Standards | enclosure 13<br>HCPC13/14 |
| 18. | <b>Secretariat Report</b><br>Michael Guthrie – Director of Policy and Standards          | enclosure 14<br>HCPC14/14 |

## Corporate Governance

- |     |  |                           |
|-----|--|---------------------------|
| 19. | <b>Committee Appointments</b><br>Claire Gascoigne – Secretary to Council   | enclosure 15<br>HCPC15/14 |
| 20. | <b>Council Members Performance Review Process 2014-15</b><br>Claire Gascoigne – Secretary to Council   | enclosure 16<br>HCPC16/14 |
| 21. | <b>Minutes of the Education and Training Committee held on 14 November 2013</b><br>Claire Gascoigne – Secretary to Council   | enclosure 17<br>HCPC17/14 |
| 22. | <b>Minutes of the Finance and Resources Committee held on 21 November 2013</b><br>Richard Kennett  | enclosure 18<br>HCPC18/14 |
| 23. | <b>Minutes of the Audit Committee held on 28 November 2013</b><br>Claire Gascoigne – Secretary to Council  | enclosure 19<br>HCPC19/14 |
| 24. | <b>Any other business</b><br>Previously notified and agreed by the Chair   |                           |
| 25. | <b>Meeting evaluation</b>  |                           |
| 26. | <b>Date &amp; time of next meeting:</b><br>Wednesday 26 March 2014 at 2pm and Thursday 27 March 2014<br>9:30am   |                           |
| 27. | <b>Resolution</b><br>The Council is invited to adopt the following:<br><br>'The Council hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to the following;<br><br>(a) information relating to a registrant, former registrant or |                           |

- application for registration;
- (b) information relating to an employee or office holder, former employee or applicant for any post or office;
- (c) 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;
- (d) negotiations or consultation concerning labour relations between the Council and its employees;
- (e) any issue relating to legal proceedings which are being contemplated or instituted by or against the Council;
- (f) action being taken to prevent or detect crime to prosecute offenders;
- (g) the source of information given to the Council in confidence; or
- (h) 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
28	H
29	H

## Part 2 – Private Agenda

- 28. **Minutes of the private part of the Audit Committee held on 28 November 2013** enclosure 20  
 Claire Gascoigne – Secretary to Council HCPC20/14
- 29. **Minutes of the private part of the Education and Training Committee held on 14 November 2013** enclosure 21  
 Claire Gascoigne – Secretary to Council HCPC21/14