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<b>Council</b>
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**Minutes of the 101<sup>st</sup> meeting of the Health and Care Professions Council as follows:-**

**Date:** Thursday 15 October 2015

**Time:** 1.30pm

**Venue:** The Orangery, Llangoed Hall, Llyswen, Brecon, Powys, Wales LD3 0YP

**Present:** Elaine Buckley (Chair)  
Stephen Cohen  
Richard Kennett  
Sonya Lam  
Eileen Mullan  
Joanna Mussen  
Robert Templeton  
Joy Tweed  
Stephen Wordsworth

**In attendance:**

John Barwick, Acting Director of Fitness to Practise  
Guy Gaskins, Director of Information Technology  
Andy Gillies, Director of Finance  
Abigail Gorringe, Director of Education  
Michael Guthrie, Director of Policy and Resources  
Teresa Haskins, Director of HR  
Kelly Holder, Director of Fitness to Practise  
Jacqueline Ladds, Director of Communications  
Louise Lake, Director of Council and Committee Services  
Julie Parker, Independent Audit Committee Member  
Marc Seale, Chief Executive and Registrar

## Public Agenda – Part 1

### **Item 1.15/216 Chair's welcome and introduction**

- 1.1. The Chair welcomed Council members and those seated in the public gallery to the 101<sup>st</sup> meeting of Council.

### **Item 2.15/217 Apologies for absence**

- 2.1 Apologies were received from Graham Towl.

### **Item 3.15/218 Approval of Agenda**

- 3.1 The Council approved the agenda.

### **Item 4.15/219 Declaration of Members' interests**

- 4.1 There were no interests declared.

### **Item 5.15/220 Minutes of the Council meeting of 23 and 24 September 2015 (report ref:-HCPC138/15)**

- 5.1 The Council considered the minutes of the 100th meeting of the Health and Care Professions Council.
- 5.2 The Council agreed the minutes.

### **Item 6.15/221 Matters Arising (report ref:-HCPC139/15)**

- 6.1 The Council noted those matters arising from the meetings held on 23 and 24 September 2015.
- 6.2 The Council noted the report.

## Items for discussion/approval

### **Item 7.15/222 Consultation on revised Guidance on conduct and ethics for students (report ref:-HCPC140/15)**

- 7.1 The Council received a report from the Executive.
- 7.2 The Council noted the revised standards of conduct, performance and ethics (SCPE) is due to be published in early 2016. Given the changes to the revised SCPE, it has been necessary to revisit the guidance on conduct and ethics for students, whose structure is very closely linked to the standards. Subject to approval from the Council, it is intended to publicly consult on the draft revised guidance for 15 weeks from mid October 2015 to late January 2016.

- 7.3 The suggestion was made that it was important that the guidance included the expectation that students should tell someone if for any reason they were uncertain or unsure about something. In discussion, it was considered that this may be already adequately covered in the consultation document however, this would be reviewed in light of the consultation responses.
- 7.4 The Council approved the consultation paper and draft revised guidance, subject to formal legal scrutiny and minor editing amendments.

**Item 8.15/223 Consultation on draft standards for use of exemptions by orthoptists to sell, supply and administer medicines (report ref:-HCPC141/15)**

- 8.1 The Council received a report from the Chief Executive.
- 8.2 The Council noted NHS England, alongside the devolved administrations, had proposed amendments to legislation to enable orthoptists who are appropriately trained to use exemptions to sell, supply and administer medicines. If these proposals are accepted, the HCPC would set standards for the use of exemptions by orthoptists; annotate the Register entries of orthoptists who are qualified to use the exemptions; and approve post-registration programmes delivering relevant training.
- 8.3 It was noted that there had been a delay in issuing the consultation on the standards since the Department of Health requested that we did not commence a consultation on the standards until there had been ministerial commitment to proceed with legislative changes. The Council were keen to stress that the shorter consultation period was as a result of this ministerial delay but that the consultation would run for at least eight weeks.
- 8.4 The Council:-
- (i) approved the consultation paper and draft standards, subject to legal scrutiny and minor editing amendments; and
  - (ii) agreed to a shorter consultation period of 8 weeks.

**Item 9.15/224 Update on the Council member recruitment (report ref:-HCPC142/15)**

- 9.1 The Council received a report from the Executive.
- 9.2 The Council noted the Secretariat department had advertised for the post of one registrant member for a term starting on 1 January 2016. The closing date for applications was 21 September 2015 and 37 eligible applications were received. It was pleasing to note the broad range of applications in terms of professional backgrounds and geographical range.
- 9.3 The Council discussed and noted the paper.

## Items to note

The Council noted the following reports:

### **Item 10.15/225 The making of a multi-professional regulator – the HCPC 2001-2015 (report ref:-HCPC143/15)**

10.1 The Council wished to place on record their formal thanks to Dr Anna van der Gaag for her hard work in producing this excellent report.

### **Item 11.15/226 Professional Standards Authority publication: 'Rethinking Regulation' (report ref:-HCPC144/15)**

11.1 The Council noted that this report was fully discussed as part of the Council's strategic away day held on 13-14 October 2015.

### **Item 12.15/227 Minutes of the Education and Training Committee meeting held on 10 September 2015 (report ref:-HCPC145/15)**

### **Item 13.15/228 Any other business**

13.1 There were no additional items for consideration that day.

### **Item 14.15/230 Meeting Evaluation**

14.1 No feedback was provided in relation to the meeting.

### **Item 15.15/231 Date and time of next meeting**

15.1 Wednesday 2 December 2015 at 2pm and Thursday 3 December at 9:30am at Park House, 184 Kennington Park Road, London SE11 4BU.

### **Item 16.15/232 Resolution**

16.1 The Council adopted 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;

<b>Item</b>	<b>Reason for Exclusion</b>
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18	a

- (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.'

**17. 15/233 Minutes of the private part of the Council meeting held on 23 September (report ref:- HCPC146/15)**

17.1 The Council considered the minutes of the private part of the meeting held on 23 September 2015.

17.2 The Council approved the minutes.

**18. 15/234 Minutes of the private part of the Education and Training Committee held on 10 September 2015 (report ref:- HCPC147/15)**

18.1 The Council noted the minutes of the private part of the Education and Training Committee held on 10 September 2015.

Chair: Elaine Buckley

Date: 12.04.2016