

Executive Summary and Recommendations

Introduction

The Health Professions Order 2001 provides for a situation whereby non-Council members can be appointed to any committee of Council. In making this provision the Order states that ‘the Council shall have regard, where appropriate and subject to other provisions of this Order, to the guidance issued by the Commissioner for Public Appointments’.

The Order also states that ‘the Council shall ensure that such members of the committee who are not Council members shall have such qualifications, interests or experience as, in the opinion of the Council, are relevant to the field with which the committee is mainly concerned’.

In accordance with the above it is proposed that the appointments procedure for non-Council members is as follows;

- (i) A role description and person specification is drawn up and agreed by the relevant Committee.
- (ii) The vacancy is advertised in the national press and/or relevant publications/websites.
- (iv) Candidates are required to complete an application form and include two references.
- (iii) Candidates are shortlisted by a Council member working with the Human Resources Director.
- (iv) Shortlisted candidates are interviewed by a panel of at least 2 Council members.
- (v) References are taken up.
- (vi) The appointment is ratified by Council.
- (vii) Candidates are informed of the outcome in writing and successful candidates are required to return a signed copy of a standard set of terms and conditions of appointment.
- (viii) Appointments are for a renewable term of two years up to a maximum of ten years.

There are currently vacancies for Registered Medical Practitioners on the three practice committees. The above procedure will be used for these appointments.

Decision

The Committee is requested to approve the above proposal.