

## ACTION POINTS

### COUNCIL MEETING – 29 March 2007

	<b>Action point (and location in minutes)</b>	<b>For the attention of</b>	<b>Action by (date)</b>	<b>Outcome</b>
1.	<p><b><u>Consultation on Standards of Conduct, Performance and Ethics</u></b>                      The Council approved the revised text of the standards of conduct, performance and ethics for consultation (Minute 13.4 – public minutes)</p>	MG	May 2007	Consultation to start in May 2007
2.	<p><b><u>Consultation on Confidentiality Guidance for Registrants</u></b>                      The Council approved the text of the confidentiality guidance for registrants (Minute 14.3 – public minutes)</p>	MG	May 2007	Consultation to start in May 2007
3.	<p><b><u>Publication of Case to Answer Information on the HPC website</u></b>                      The Council ratified the recommendation of the Conduct and Competence with regard to publication of case to answer information. (Minute 15.2)</p>	KJ	April 2007 ongoing	Action – Completed and ongoing
4.	<p><b><u>Update on Equality and Diversity Project</u></b>                      The Council agreed to publish a scheme in December 2007 (Minute 17.2(iii) – public minutes)</p>	MG	Ongoing & December 2007	

5.	<p><b><u>President's Fees</u></b>  The Council agreed to the proposals laid out in the paper and that these arrangements should be reviewed by 3 October 2007.  (Minute 18.5 – public minutes)</p>	MJS/NO'S	3 October 2007	
6.	<p><b><u>Members Skills Audit</u></b>  The Council agreed the members' skills audit form and that it should be circulated to members for completion and return to the Secretariat    (Minute 19.3 – public minutes)</p>	NO'S	April/May 2007	Completed
7.	<p><b><u>Committee Self-Assessment</u></b>  The Council agreed the text of the document &amp; that the use of the form should be piloted at upcoming committee meetings. Feedback on the process and any necessary amendments to the form should be considered at the away day in October 2007.    (Minute 20.3 – public minutes)</p>	Secretariat	April 2007 – ongoing	Ongoing

<p>8.</p>	<p><b><u>Non-Council and Committee Members' Performance Review</u></b></p> <p>The Council agreed that the revised system should be piloted and should be evaluated when the Council undertook an evaluation of the Council Members' Performance Review</p> <p>(Minute 22.6 – public minutes)</p>	<p>Secretariat</p>	<p>April 2007 &amp; September 2007 Council meeting</p>	<p>Ongoing</p>
<p>9.</p>	<p><b><u>Reappointment Process for Non-Council Committee Members</u></b></p> <p>The Council agreed the reappointment process.</p> <p>(Minute 23.3 – public minutes)</p>	<p>SB</p>	<p>April/May 2007</p>	<p>Process completed Reappointment included on May Council agenda for ratification</p>
<p>10.</p>	<p><b><u>Financial Regulations</u></b></p> <p>The Council agreed that the Financial Regulations should be reconsidered by the Finance and Resources Committee and the Audit Committee and that following this they should be put to Council for ratification.</p> <p>(Minutes 25.4 – public minutes)</p>	<p>CB/NO'S</p>	<p>June 2007 – ongoing</p>	<p>Ongoing</p>

11.	<p><b><u>Risk Assessment Register Update</u></b></p> <p>The Council agreed that the possibility that the HPC could be called upon to fund a section 75 liability with regard to the Flexiplan pension scheme should be included under section 16 of the risk register.</p> <p>(Minutes 27.4 – public minutes)</p>	SL	April 2007	Risk Register updated
12.	<p><b><u>Revision of Governance Documents Following Council Decision to abolish role of Vice-President</u></b></p> <p>The Council agreed that the documents should be revised and that the role of the President should be updated.</p> <p>(Minute 30.4 – public minutes)</p>	NO'S	April 2007	Completed