

Council

The 108th meeting of the Health and Care Professions Council will take place as follows:-

Date: Thursday 8th December 2016

Time: 10am

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

Members: Elaine Buckley (Chair)
Stephen Cohen
Maureen Drake
Richard Kennett
Sonya Lam
Eileen Mullan
Joanna Mussen
Robert Templeton
Graham Towl
Joy Tweed
Nicola Wood
Stephen Wordsworth

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Public Agenda – Part 2

1. **Chair’s welcome and introduction** verbal
2. **Apologies for absence** verbal
3. **Approval of agenda** verbal
4. **Professional Standards Authority performance review report 2015-16** enclosure 1
For discussion
Michael Guthrie – Director of Policy and Standards, John Barwick, Acting Director of Fitness to Practise and Greg Ross – Sampson – Director of Operations
5. **Fitness to Practise report** enclosure 2
For discussion
Kelly Holder – Director of Fitness to Practise
6. Papers from John Barwick – Acting Director of Fitness to Practise – as follows
 - (i) **Fitness to Practise Policy** enclosure 3
For discussion and approval
 - (ii) **Quality Assurance report on Investigating Committee Panel Decisions** enclosure 4
For discussion
 - (iii) **Feedback from Fitness to Practise cases** enclosure 5
For discussion
7. **Practice Notes: Discontinuance of Proceedings and Disposal of Cases by Consent** enclosure 6
For discussion and approval
Brian James – Head of Case Preparation and Conclusion
8. **Education report** enclosure 7
For discussion
Abigail Gorringer – Director of Education
9. **Minutes of the Education and Training Committee Meeting 24th November 2016** enclosure 8
For information
Joy Tweed – Chair of the Education and Training Committee

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| 10. | Communications report
For discussion
Jacqueline Ladds – Director of Communications | enclosure 9 |
| 11. | Papers from Guy Gaskins – Director of Information Technology – as follows | |
| | (i) Information Technology report
For discussion | enclosure 10 |
| | (ii) Information Technology strategy
For discussion and approval | enclosure 11 |
| 12. | Secretariat report
For discussion
Kelly Holder – Secretary to Council | enclosure 12 |
| 13. | Appointment of Secretary to Council
For discussion and approval
Marc Seale – Chief Executive and Registrar | enclosure 13 |
| 14. | Council Member Appraisal form
For discussion and approval
Teresa Haskins – Director of Human Resources | enclosure 14 |
| 15. | Feedback from Council Member attendance at events
For discussion
Elaine Buckley – Chair | enclosure 15 |
| 16. | Chief Executive’s Summary of key issues
Marc Seale – Chief Executive and Registrar | verbal |
| 17. | Any other business
Previously notified and agreed by the Chair | verbal |
| 18. | Meeting evaluation | verbal |
| 19. | Date and time of next meeting:
Wednesday 8 th February at 2pm and Thursday 9 th February 2017 at 10am at Park House, 184 Kennington Park Road, London SE11 4BU. | verbal |

20. **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;

- (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
24	H

Private agenda – Part 2

- 21. **Private Minutes of the Education and Training Committee Meeting 24th November 2016** enclosure 16
For information
 Joy Tweed – Chair of the Education and Training Committee

- 22. **Any other business in private** verbal
 Previously notified and agreed by the Chair