

Council

The 114th meeting of the Health and Care Professions Council will take place as follows:-

Date: Thursday 7 December 2017

Time: 10am

Venue: Rooms D & G, Health and Care Professions Council, Park House,
184 Kennington Park Road, London SE11 4BU

Members: Elaine Buckley (Chair)
Stephen Cohen
Maureen Drake
Sue Gallone
Sonya Lam
Eileen Mullan
Joanna Mussen
Gavin Scott
Robert Templeton
Graham Towl
Nicola Wood
Stephen Wordsworth

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Public Agenda

1. **Chair's welcome and introduction** verbal
2. **Apologies for absence** verbal
3. **Approval of agenda** verbal
4. **Declaration of Members' interests** verbal
5. **Consultation on the regulation of medical associate professions** enclosure 1
For discussion and approval
Michael Guthrie – Director of Policy and Standards
6. Papers previously considered by the Audit Committee as follows:-
Stephen Cohen – Chair of the Committee
 - (i) **Minutes of the Audit Committee meeting held on 21 November 2017** enclosure 2
For information
Stephen Cohen – Chair of the Committee
 - (ii) **2018-19 budget update** enclosure 3
For discussion
Andy Gillies – Director of Finance
 - (iii) **Review of procurement policy and financial regulations** enclosure 4
For discussion and approval
Andy Gillies – Director of Finance
 - (iv) **New Bank Account** enclosure 5
For discussion and approval
Andy Gillies – Director of Finance
7. **Minutes of the Education and Training Committee meeting held on 11 October 2017 and 23 November 2017** enclosure 6
For information
Stephen Wordsworth – Chair of the Committee
8. Papers previously considered by the Tribunal Advisory Committee as follows:-
 - (i) **Minutes of the Tribunal Advisory Committee meeting held on 16 November 2017** enclosure 7
For information
Claire Amor – Information Governance Manager
 - (ii) **Competency Framework for panel members** enclosure 8
For discussion and approval
Teresa Haskins – Director of HR

9. **Fitness to Practise Publication Policy** enclosure 9
For discussion and approval
Claire Baker – Tribunal Services Manager
10. Paper previously considered by the Remuneration Committee as follows:-
Graham Towl – Chair of the Committee
- (i) **Minutes of the meeting held on 9 October 2017** enclosure 10
For information
Graham Towl – Chair of the Committee
- (ii) **Remuneration Committee Terms of Reference** enclosure 11
For discussion and approval
Claire Amor – Information Governance Manager
11. **Any other business** verbal
Previously notified and agreed by the Chair
12. **Future agenda items** verbal
13. **Meeting evaluation** verbal
14. **Date and time of next meeting:**
Thursday 18 January at Park House, 184 Kennington Park Road, London SE11 4BU at 10:30am.

15. **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 60 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
16	a
17 i	c
17 ii	b, c
18	b, d

16. **Minutes of the private part of the Education and Training Committee meetings held on 11 October 2017 and 23 November 2017** enclosure 12
For information
Stephen Wordsworth – Chair of the Committee
17. Paper previously considered by the Audit Committee as follows:-
Stephen Cohen – Chair of the Committee
- (i) **Minutes of the private part of the Audit Committee meetings held on 24 October and 21 November 2017** enclosure 13
For information
Stephen Cohen – Chair of the Committee
- (ii) **Proposed appointment of new external auditors** enclosure 14
For discussion and approval
Andy Gillies – Director of Finance
18. **Minutes of the private part of the Remuneration Committee meeting held on 9 October 2017** enclosure 15
For information
Graham Towl – Chair of the Committee
19. **Any other business in private**
Previously notified and agreed by the Chair