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**Education and Training Committee**

**The 52nd meeting of the Education and Training Committee will take place as follows:**

**Date:** Thursday 10 March 2011

**Time:** 10:30 am

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

**Members:** Eileen Thornton (Chair)  
Gerald Armstrong-Bednall  
Jo-anne Carlyle  
Mary Clark-Glass  
June Copeman  
Helen Davis  
John Donaghy  
John Harper  
Stephen Hutchins  
Jeff Lucas  
Stuart Mackay  
Arun Midha  
Penny Renwick  
Deep Sagar  
Jeff Seneviratne  
Robert Smith  
Jois Stansfield  
Annie Turner  
Joy Tweed  
Diane Waller  
Stephen Wordsworth

**Enquiries:** Steve Rayner, Secretary to the Committee  
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steve.rayner@hpc-uk.org

## Part 1 – 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. **Minutes of the committee of 17 November 2011** **enclosure 1**  
Steve Rayner – Secretary to the Committee ETC 01/12
6. **Matters arising from previous meetings of the committee** **enclosure 2**  
Steve Rayner – Secretary to the Committee ETC 02/12
7. **Director of Education’s report** **enclosure 3**  
Abigail Gorringe - Director of Education ETC 03/12

### Items for discussion/approval

8. **Education department workplan 2012-13** **enclosure 4**  
Abigail Gorringe - Director of Education ETC 04/12
9. **Leadership** **enclosure 5**  
Michael Guthrie - Director of Policy and Standards ETC 05/12
10. **Service user involvement in the design and delivery of education and training programmes leading to regulation with the HPC** **enclosure 6**  
Michael Guthrie - Director of Policy and Standards ETC 06/12
11. **Profession specific standards of proficiency consultation** **enclosure 7**  
Alison Croad – Policy Officer ETC 07/12
12. **Responses to the consultation on draft standards of proficiency for social workers in England** **enclosure 8**  
Charlotte Urwin - Policy Manager ETC 08/12
13. **Responses to the consultation on the threshold level of qualification for entry to the Register as a social worker in England** **enclosure 9**  
Charlotte Urwin - Policy Manager ETC 09/12
14. **Annotation of the Register – qualifications in podiatric surgery** **enclosure 10**  
Charlotte Urwin - Policy Manager ETC 10/12
15. **Lay visitor pilot** **enclosure 11**  
David Christopher – Head of Education Development ETC 11/12

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|---|----------------------------------|
| 16. <b>Organisational name change – consequential amendments to standards and guidance documents</b><br>Jonathan Jones – Publications Manager | <b>enclosure 12</b><br>ETC 12/12 |
| 17. <b>Organisational name change – consequential amendments to communication materials</b><br>Jonathan Jones – Publications Manager          | <b>enclosure 13</b><br>ETC 13/12 |
| 18. <b>Organisational name change – consequential amendments to HPC admission forms</b><br>James Wilson – Customer Services Manager           | <b>enclosure 14</b><br>ETC 14/12 |
| 19. <b>English language proficiency</b><br>David Waddle – Customer Services Manager   | <b>enclosure 15</b><br>ETC 15/12 |
| 20. <b>CPD annual report</b><br>Claire Harkin – Customer Services Manager   | <b>enclosure 16</b><br>ETC 16/12 |
| 21. <b>Transfer of regulatory functions from the GSCC to HPC</b><br>Marc Seale - Chief Executive  | <b>enclosure 17</b><br>ETC 17/12 |

## Items to note

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| 22. <b>Fees associated with undertaking overseas approval visits</b><br>Tracey Samuel-Smith – Education Manager | <b>enclosure 18</b><br>ETC 18/12 |
| 23. <b>Education Systems and Process review update</b><br>Abigail Gorringe – Director of Education              | <b>enclosure 19</b><br>ETC 19/12 |
| 24. <b>Revised renewal process</b><br>Richard Houghton – Head of Registrations                                  | <b>enclosure 20</b><br>ETC 20/12 |
| 25. <b>Health and character declarations</b><br>Paul Robson - Lead Case Manager                                 | <b>enclosure 21</b><br>ETC 21/11 |
| 26. <b>Panel decisions December 2011 to March 2012</b><br>Steve Rayner - Secretary to the Committee             | <b>enclosure 22</b><br>ETC 22/11 |
| 27. <b>Committee and Panel meeting dates in 2012</b><br>Steve Rayner - Secretary to the Committee               | <b>enclosure 23</b><br>ETC 23/11 |
| 28. <b>Date and time of next meeting:</b><br>10.30am, Tuesday 12 June 2012                                      | <b>verbal</b>                    |
| 29. <b>Any other business</b><br>As previously notified to the Chair.   | <b>verbal</b>                    |

## Resolution

The Committee is invited to adopt one or more of the following:

'The Committee hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to one or more of the following;

- (1) information relating to a registrant, former registrant or applicant for registration;
- (2) information relating to an employee or officer holder, former employee or applicant for any post or office;
- (3) 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;
- (4) negotiations or consultation concerning labour relations between the Council and its employees;
- (5) any issue relating to legal proceedings which are being contemplated or instituted by or against the Committee or the Council;
- (6) action being taken to prevent or detect crime or to prosecute offenders;
- (7) the source of information given to the Committee in confidence; or
- (8) 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 Committee's or Council's functions.'

Item	Reason for Exclusion
18	5,7,8

## Part 2 –Private Agenda

### 30. **Education provider complaint**

David Christopher – Head of Education Development

**enclosure 24**

ETC 24/12

### 31. **Any other business**

As previously notified to the Chair.

**verbal**