

Investigating Committee - 12 February 2008

Investigating Committee self-evaluation

Executive summary and recommendations

Introduction

At its meeting on 12 September 2007 the Committee agreed that members should complete the Committee self-evaluation form individually and return it to the Secretariat for analysis and collation.

The attached paper contains the results of the evaluation.

Decision

The Council is requested to discuss the paper.

Background information

Please see enclosure 16 (paper HPC 16/07) for the Council on 29 March 2007. The enclosure is available on the HPC website at the following link:

http://www.hpc-uk.org/assets/documents/10001A42council_meeting_20070329_enclosure16.pdf

Resource implications

None

Financial implications

None

Appendices

Appendix 1: Committee self evaluation results

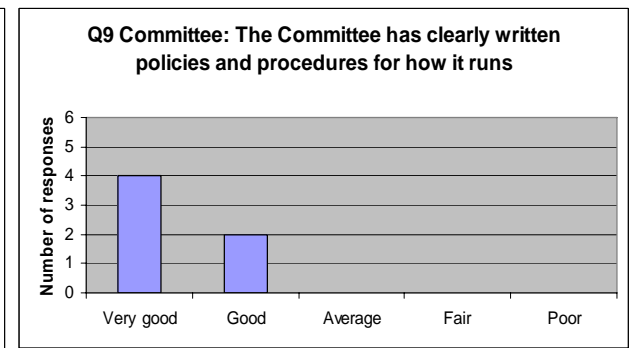
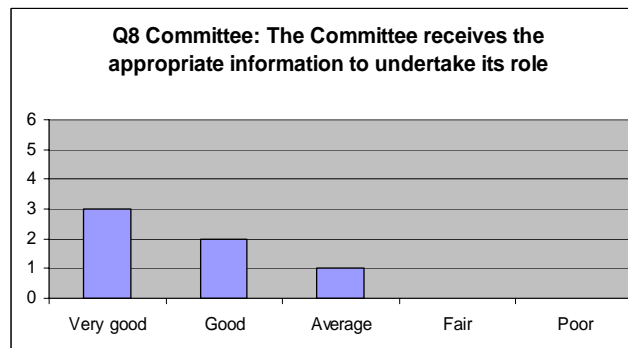
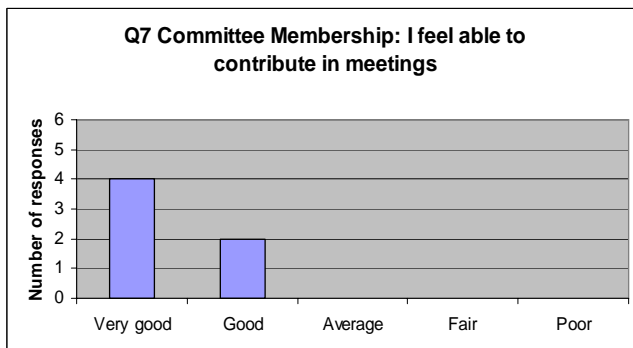
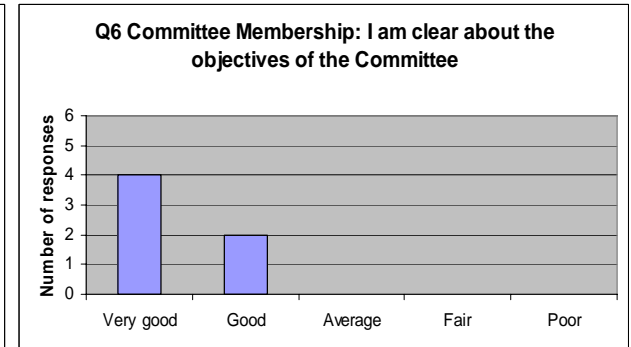
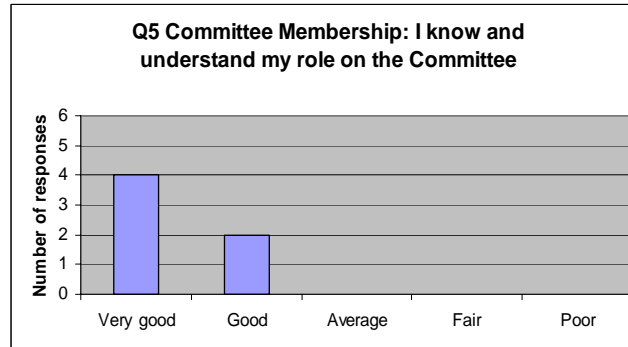
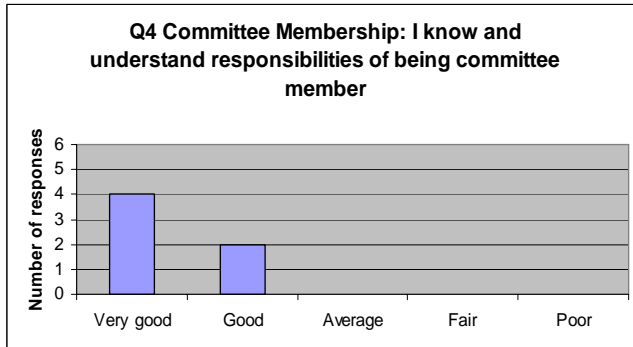
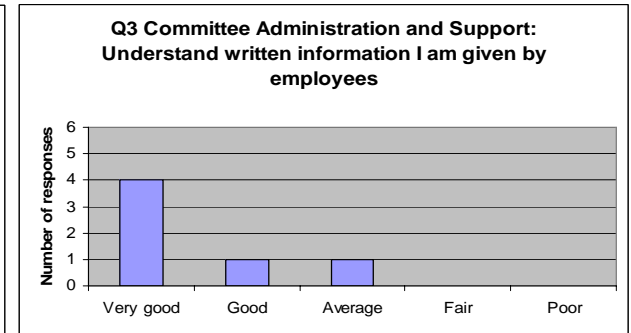
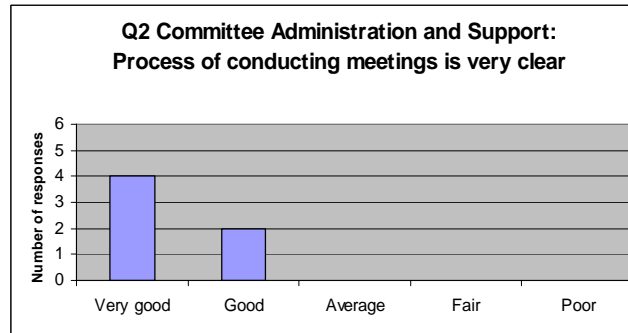
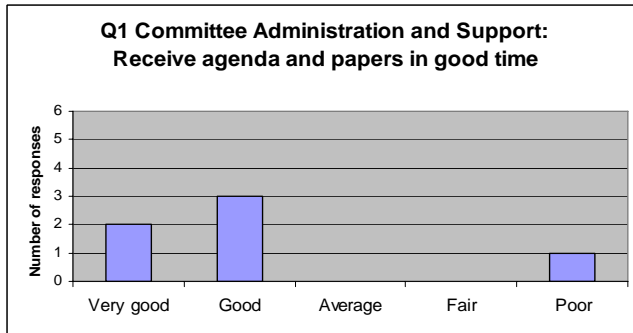
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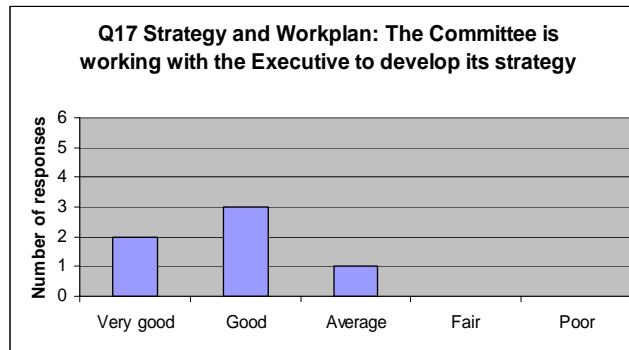
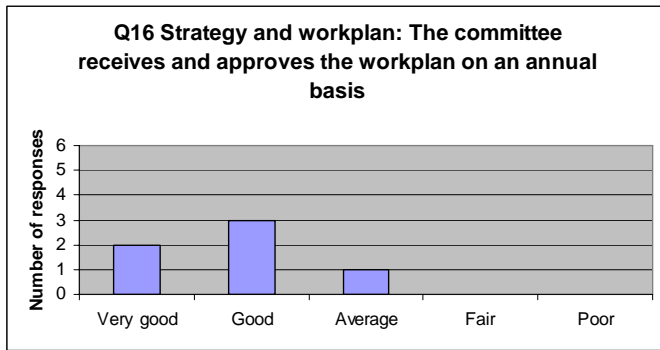
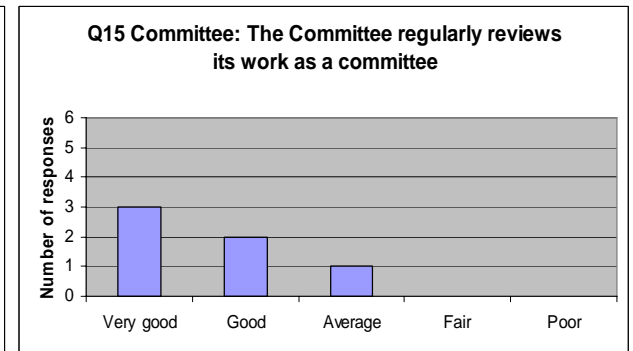
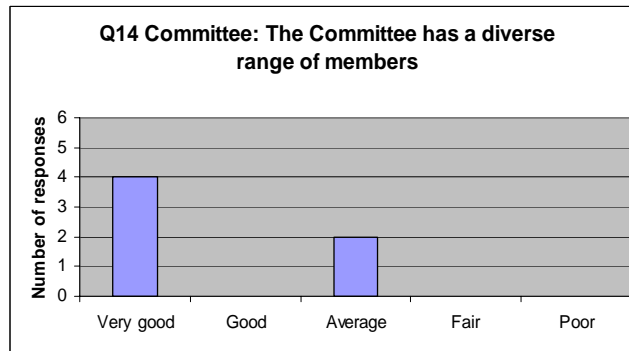
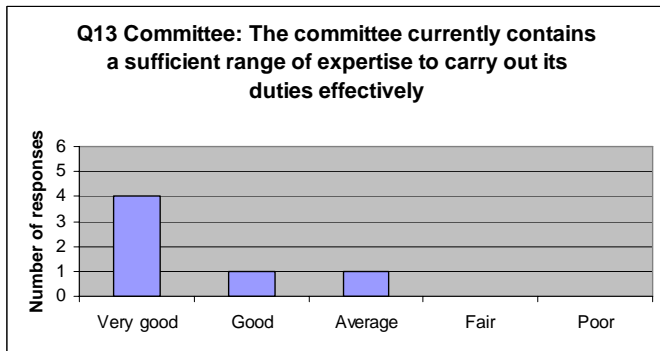
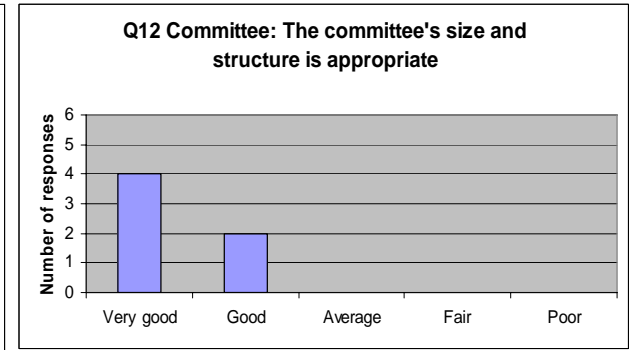
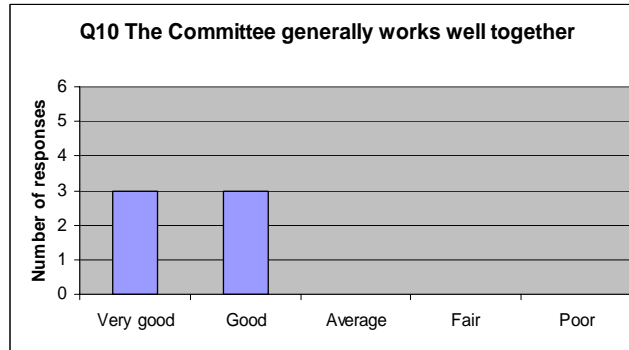
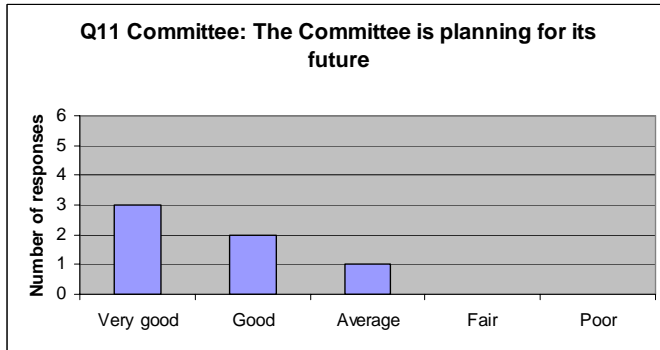
9 November 2007

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2008-01-24	a	SEC	AGD	Health Committee Self Evaluation 2008 Exec Summary	Final DD: None	Public RD: None

Committee Self-Evaluation: Investigating Committee

The charts below indicate the responses on forms received from Committee members. Forms were received from six members.





Comments made on individual questions

Question	Number commenting	comments
Q1 <i>Committee administration and support: Receive agenda and papers in good time</i>	Four of the 6 members commented	<p>"I would prefer to have them sooner"</p> <p>"serious problem that I hope will be resolved soon"</p> <p>"more time would be appreciated, however it is understood that a call for agenda items may delay this"</p> <p>"On occasion would prefer papers earlier when there are more than one set of papers/meetings i.e. Council and FtP"</p>
Q2 <i>Committee administration and support: Process of conducting meetings is very clear</i>	No members commented	
Q3 <i>Committee administration and support: Understand written information from HPC employees</i>	No members commented	
Q4 <i>Committee membership: I know and understand the responsibilities of being a committee member</i>	No members commented	
Q5 <i>Committee membership: I know and understand my role on the committee</i>	No members commented	
Q6 <i>Committee membership: I am clear about the objectives of the Committee</i>	No members commented	
Q7 <i>Committee Membership: I feel able to contribute in meetings</i>	No members commented	
Q8 <i>Committee: The Committee receives the appropriate information to undertake its role</i>	No members commented	
Q9 <i>Committee: The Committee has clearly written policies and procedures for how it runs</i>	No members commented	
Q10 <i>Committee: The Committee generally works well together</i>	No members commented	

Q11 Committee: <i>The Committee is planning for its future</i>	One member commented	"Having the forum has improved this"
Q12 Committee: <i>The Committee's size and structure is appropriate</i>	Two members commented	"Forum positive step forward" "As we lose and gain members it will be important to keep the members' knowledge and interests diverse"
Q13 Committee: <i>The Committee currently contains a sufficient range of expertise to carry out its duties effectively</i>	No members commented	
Q14 Committee: <i>The Committee has a diverse range of members.</i>	No members commented	
Q15 Committee: <i>The Committee regularly reviews its work as a committee</i>	No members commented	
Q16 Strategy and workplan: <i>The Committee receives and approves the workplan on an annual basis</i>	No members commented	
Q17 Strategy and workplan: <i>The Committee is working with the Executive to develop its strategy</i>	No members commented	
Q18 Strategy and workplan: <i>The Committee makes policy related decisions that then guide the way that the employees carry out operational duties</i>	No members commented	