

Conduct and Competence Committee - 19 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 Committee 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

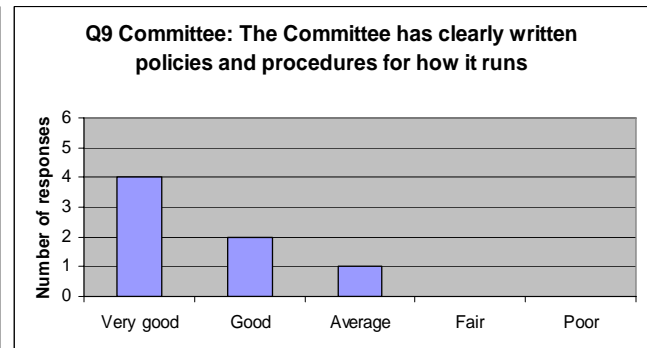
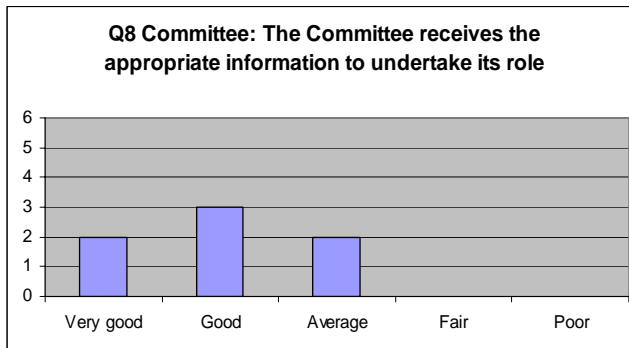
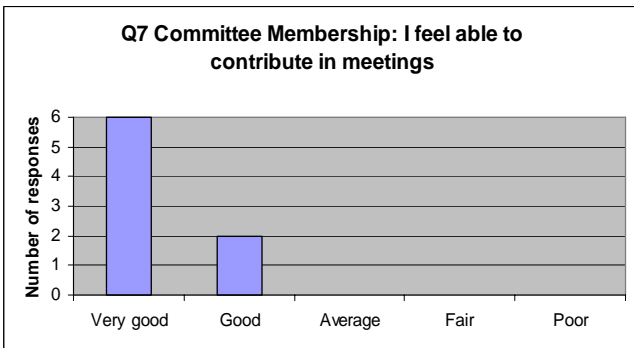
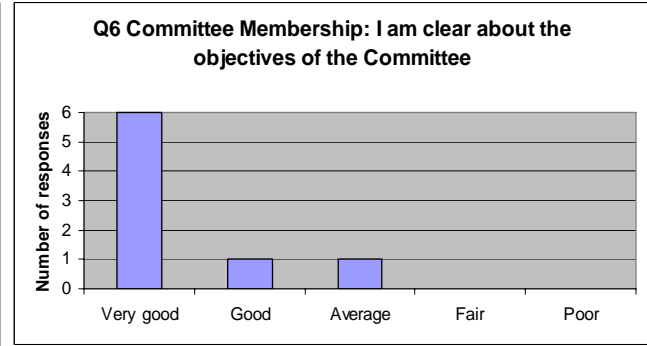
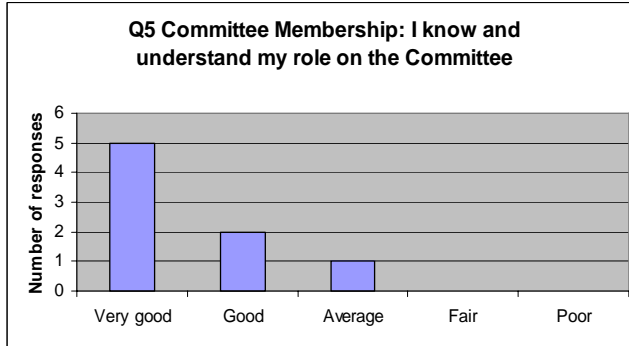
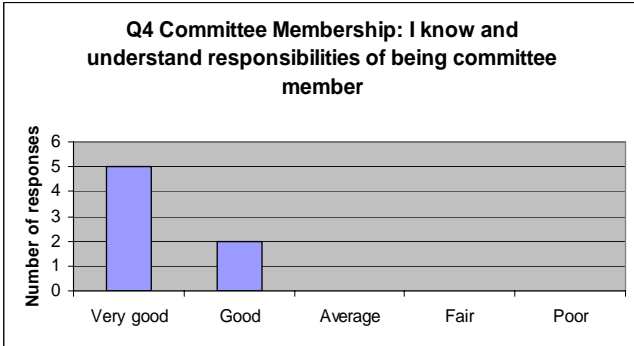
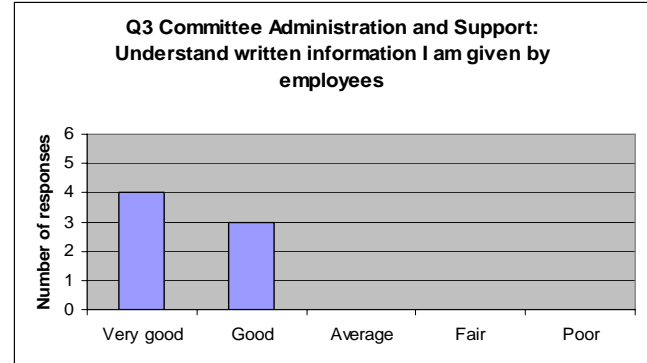
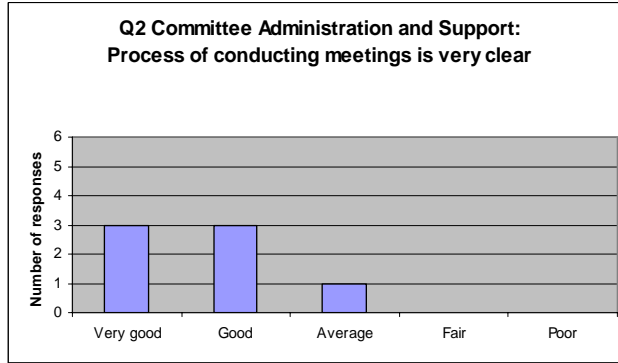
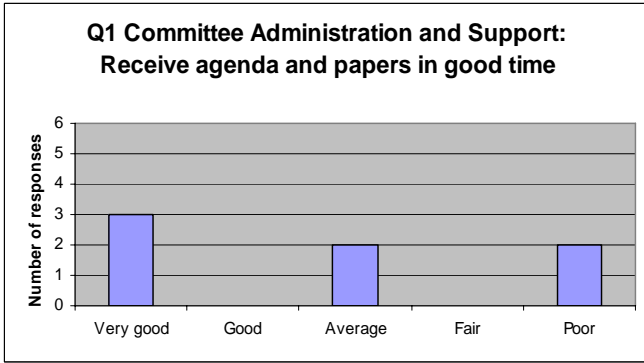
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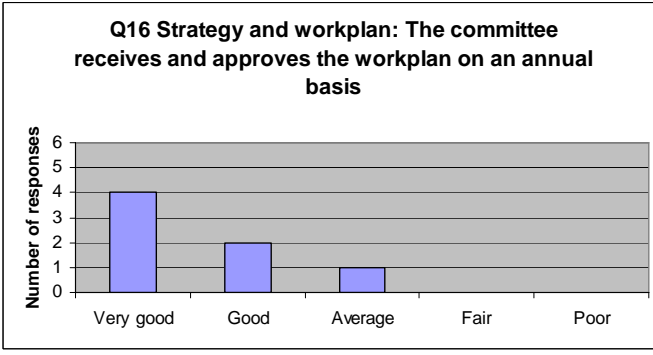
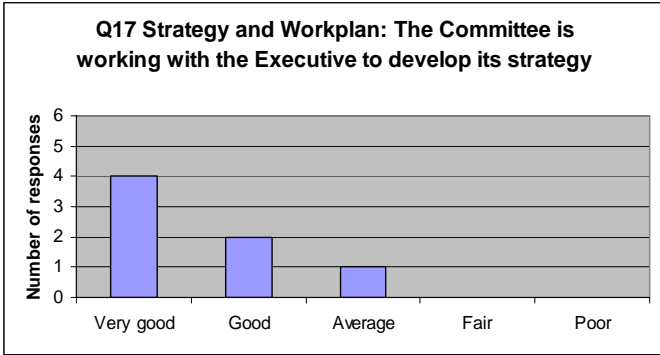
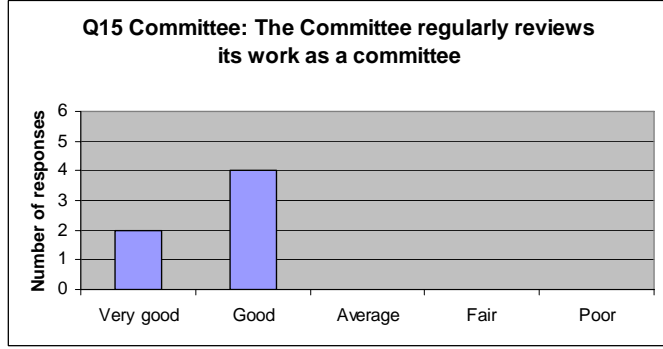
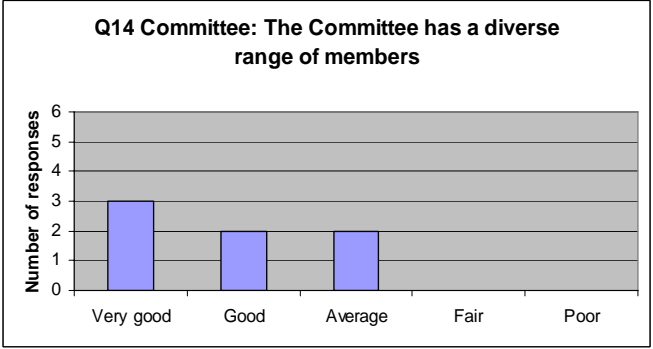
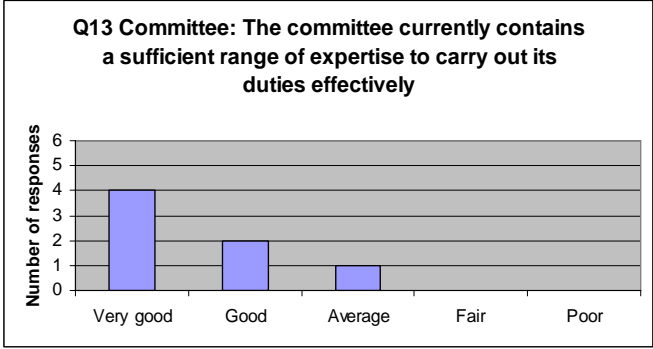
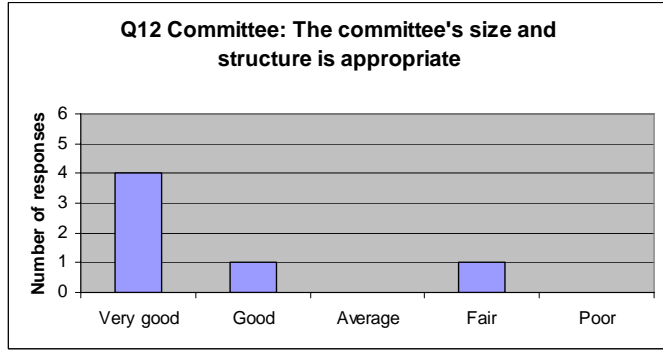
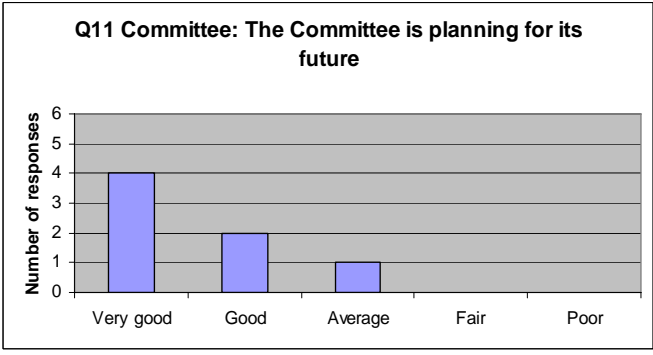
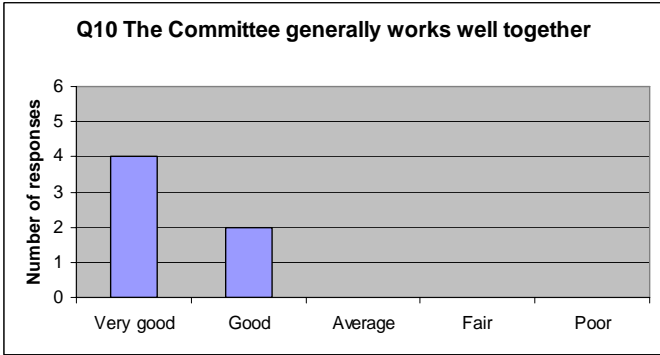
9 November 2007

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: Conduct and Competence Committee

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





Comments made on individual questions

Question	Number commenting	comments
Q1 <i>Committee administration and support: Receive agenda and papers in good time</i>	Two members commented	"No but due to work post not HPC" "poor rating due to new membership and incorrect address"
Q2 <i>Committee administration and support: Process of conducting meetings is very clear</i>	One member commented	"new member" (to explain average rating)
Q3 <i>Committee administration and support: Understand written information from HPC employees</i>	One member commented	"new member" (to explain average rating)
Q4 <i>Committee membership: I know and understand the responsibilities of being a committee member</i>	One member commented	"induction pack and day has been useful"
Q5 <i>Committee membership: I know and understand my role on the committee</i>	One member commented	"new member: induction pack and day has been useful"
Q6 <i>Committee membership: I am clear about the objectives of the Committee</i>	One member commented	"information is becoming more clear"
Q7 <i>Committee Membership: I feel able to contribute in meetings</i>	One member commented	"made very welcome"
Q8 <i>Committee: The Committee receives the appropriate information to undertake its role</i>	One member commented	"More analysis would be helpful"
Q9 <i>Committee: The Committee has clearly written policies and procedures for how it runs</i>	One member commented	"Very clear"
Q10 <i>Committee: The Committee generally works well together</i>	No comments	
Q11 <i>Committee: The Committee is planning for its future</i>	One member commented	"Could do more forward planning"
Q12 <i>Committee: The Committee's size and structure is appropriate</i>	One member commented	"A single FtP committee would work better"
Q13 <i>Committee: The Committee currently contains a sufficient range of expertise to carry out its duties effectively</i>	Two members commented	"multi disciplinary" "perhaps more use of co-option?"

Q14 <i>Committee: The Committee has a diverse range of members.</i>	No comments	
Q15 <i>Committee: The Committee regularly reviews its work as a committee</i>	No comments	
Q16 <i>Strategy and workplan: The Committee receives and approves the workplan on an annual basis</i>	one member commented:	"I believe so"
Q17 <i>Strategy and workplan: The Committee is working with the Executive to develop its strategy</i>	No comments	
Q18 <i>Strategy and workplan: The Committee makes policy related decisions that then guide the way that the employees carry out operational duties</i>	No comments	

Suggestions for improvements to the work of the Committee

Members were asked to suggest 5 areas that they thought the committee should tackle to improve the way the committee works over the next year.

three members provided feedback on this question.

The suggestions were as follows:

- A close analysis of the trends of allegations
- An analysis of the actions taken by the Panels as sanctions
- Perhaps it should be a little clearer as to where discussions have taken place – i.e. how are conclusions in Executive papers arrived at?
- Perhaps have more time dedicated to policy and strategy so that is seen as a quite separate role and task to the administrative/progress report procedure of a normal meeting
- Consider bringing in outside experts speakers to examine particular policy areas – risk assessment, different ways of planning for the future etc etc
- More joint FtP work through forum
- More emphasis on strategy
- Bit more thought as to future planning
- Some council decisions could be delegated to FtP committees