

The Health Professions Council

COUNCIL MEETING

Thursday 31 May 2007

10.30 am

The thirty-eighth meeting of the Health Professions Council will be held at the following location:

The Council Chamber
The Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

The Council meeting will be held in two parts. Part One will be open to members of the public. Part Two will be held in private.

Niamh O'Sullivan,
Secretary to Council
Monday 21 May 2007

Health Professions Council
Park House
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London SE11 4BU

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Agenda – Part One – Open to Members of the Public

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| 1. | Apologies for Absence | Verbal |
| 2. | Approval of Agenda | Verbal |
| 3. | Minutes of the Council meeting held on 29 March 2007
From Niamh O’Sullivan – Secretary to Council | Enclosure 1
Paper HPC53/07 |
| 4. | Matters Arising
From Niamh O’Sullivan – Secretary to Council | Enclosure 2
Paper HPC54/07 |
| 5. | President’s Report | Enclosure 3
Paper HPC 55/07 |
| 6. | Chief Executive’s Report | Enclosure 4
Paper HPC56/07 |

Items for Discussion/Approval

Strategy and Policy

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| 7. | Key Decisions from the Standards of Proficiency Consultation
From Michael Guthrie – Policy Manager | Enclosure 5
Paper HPC57/07 |
| 8. | Approval of Programmes Leading to Entitlements under the Prescription Only Medicines (Human Use) Order 1997
From Michael Guthrie – Policy Manager | Enclosure 6
Paper HPC58/07 |
| 9. | Grandparenting Report
From Michael Guthrie – Policy Manager | Enclosure 7
Paper HPC59/07 |
| 10. | Outcome of Consultation on Guidance Notes for Occupations Considering Applying for Regulation by HPC
From Andrea Kanaris – Policy Manager | Enclosure 8
Paper HPC60/07 |
| 11. | Review of the Standards of Education and Training Professional Liaison: Workplan
From Sam Mars – Policy Officer | Enclosure 9
Paper HPC61/07 |
| 12. | Standard of Education and Training 6.7.5: Consultation Responses Document
From Sam Mars – Policy Officer | Enclosure 10
Paper HPC62/07 |
| 13. | Directive 2005/36EC (Professional Qualifications Directive)
From Sam Mars – Policy Officer | Enclosure 11
Paper HPC63/07 |

Corporate Governance

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| 14. | Ratification of the Outcome of Health Professions Council Elections 2007
From Niamh O’Sullivan – Secretary to Council | Enclosure 12
Paper HPC64/07
(to be tabled) |
| 15. | Secretariat Workplan
From Niamh O’Sullivan – Secretary to Council | Enclosure 13
Paper HPC65/07 |
| 16. | Policy and Standards Workplan
From Rachel Tripp – Director of Policy and Standards | Enclosure 14
Paper HPC66/07 |
| 17. | Draft Health Professions Council Annual Report
From Philippa Richardson – Publications Manager | Enclosure 15
Paper HPC67/07 |
| 18. | Draft Health Professions Council Fitness to Practise Annual Report
From Kelly Johnson – Director of Fitness to Practise | Enclosure 16
Paper HPC68/07 |
| 19. | Fitness to Practise – Joint Forum
From Niamh O’Sullivan – Secretary to Council | Enclosure 17
Paper HPC69/07 |
| 20. | The Use of Council Members as Visitors
From Rachel Tripp - Director of Policy and Standards | Enclosure 18
Paper HPC70/07 |
| 21. | Appointments to Statutory and Non-Statutory Committees post July 2007
From Niamh O’Sullivan– Secretary to Council | Enclosure 19
Paper HPC71/07 |
| 22. | Ratification of Re-appointment of Non-Council Committee Member
From Niamh O’Sullivan– Secretary to Council | Enclosure 20
Paper HPC72/07 |

Minutes

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| 23. | Minutes of the Finance and Resources Committee held on 21 March 2007
From Robert Clegg – Chairman of the Committee | Enclosure 21
Paper HPC73/07 |
| 24. | Minutes of the Finance and Resources Committee held on 26 April 2007
From Robert Clegg – Chairman of the Committee | Enclosure 22
Paper HPC74/07 |
| 25. | Minutes of the Audit Committee held on 27 March 2007
From Paul Acres – Chairman of the Committee | Enclosure 23
Paper HPC75/07 |

Items to Note

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| 26. | Departmental Work Plans
From Marc Seale – Chief Executive | Enclosure 24
Paper HPC76/07 |
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| 27. | Refresh of HPC's Visual Identity and House Style
From Philippa Richardson – Publications Manager | Enclosure 25
Paper HPC77/07 |
| 28. | Subject Information Statement
From Roy Dunn – Director of Information | Enclosure 26
Paper HPC78/07 |
| 29. | Re-Appointment of Lay Members
From Niamh O'Sullivan– Secretary to Council | Enclosure 27
Paper HPC79/07 |
| 30. | Committee Membership
From Niamh O'Sullivan– Secretary to Council | Enclosure 28
Paper HPC80/07 |
| 31. | Engagement Letter – Baker Tilly LLP
From Marc Seale – Chief Executive | Enclosure 29
Paper HPC81/07 |
| 32. | Reports from Council Representatives at External Meetings
From Niamh O'Sullivan – Secretary to Council | Enclosure 30
Paper HPC82/07 |
| 33. | Minutes of the Education and Training Committee held on 28 March 2007
From Eileen Thornton - Chairman of the Committee | Enclosure 31
Paper HPC83/07 |
| 34. | Minutes of the Health Committee held on 12 April 2007
From Tony Hazell – Chairman of the Committee | Enclosure 32
Paper HPC84/07 |
| 35. | Minutes of the Investigating Committee held on 19 April 2007
From Morag MacKellar – Chairman of the Committee | Enclosure 33
Paper HPC85/07 |
| 36. | Minutes of the Conduct and Competence Committee held on 23 April 2007
From Keith Ross– Chairman of the Committee | Enclosure 34
Paper HPC86/07 |

Items for Information

37. **Any Other Business**
38. **Date & Time of Next Meeting**
Thursday 5 July 2007 at 10.30am

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;

- (i) information relating to a registrant, former registrant or application for registration;
- (ii) information relating to an employee or office holder, former employee or applicant for any post or office;
- (iii) 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;
- (iv) negotiations or consultation concerning labour relations between the Council and its employees;
- (v) any issue relating to legal proceedings which are being contemplated or instituted by or against the Council;

- (vi) action being taken to prevent or detect crime to prosecute offenders;
- (vii) the source of information given to the Council in confidence; or
- (viii) any other matter which, in the opinion of the President, is confidential or the public disclosure of which would prejudice the effective discharge of the Council's functions.