

Health Professions Council – 13 December 2007

Future Governance of Council

Executive summary and recommendations

Introduction

The HPC President has held preliminary discussions with the Appointments Commission regarding the appointments process for members of the Council which will be appointed when the governance changes outlined in the White Paper Trust Assurance and Safety – The Regulation of Health Professionals in the 21st Century – take effect.

The meeting discussed the process by which the HPC would work with the Appointments Commission to recruit the members of the new Council.

It was emphasised that to date the Council has made no final decision about the numbers of members or the skills, knowledge or experience which new members will require. However the outcome of the recruitment exercise will aim at a Council characterised by experience, quality and continuity and diversity. The HPC is looking to retain its corporate memory but also to ensure that there is greater diversity amongst its members. .

Current members will be expected to meet the criteria set and there will be a recognition that their experience of working with the HPC is important. The aim is to get a good balance between current and new members, with the right matrix of skills and individual attributes.

Appointments process

Following on from that meeting the Executive prepared a preliminary brief for the Appointments Commission – see appendix 1.

Decision

The Council is requested to note the document. No decision is required.

Background information

none

Resource implications

tba

Financial implications

To be included in 2008/9 budget

Appendices

Appendix 1

Date of paper

26 November 2007

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Appendix 1

Health Professions Council brief to the Appointments Commission

Selection of lay and registrant members post implementation of governance changes outlined in the Government White Paper – Trust, Assurance and Safety – The Regulation of Health Professionals in the 21st Century

Following on from the meeting on 27 September 2007, please see below a list of the likely requirements of the Health Professions Council in respect of the recruitment of the restructured Council.

The Health Professions Council will work with the Appointments Commission in the preparation of the following;

1. role brief and information pack – in line with the requirements of the legislation and also any other requirements for public appointments
2. preparation of advertisements
3. targeting of advertisements
4. selection of interview panel
5. shortlisting of applicants

The Health Professions Council will require the Appointments Commission to undertake the following on its behalf;

1. pre-sift of applications prior to the preparation of a long-list. The HPC will undertake quality checks of the pre-sift process.
2. practical arrangements for distribution of applications to the interview panel for long-listing and short-listing.
3. practical arrangements for holding interviews including arrangements for interview venue (rooms may be available at Park House).
4. follow-up after interviews, checking of references, informing candidates and any other associated tasks.

Information required from Appointments Commission

Costs

The HPC will require a breakdown of how much each appointment is likely to cost. If the HPC undertake a number of appointments at the same time the cost per appointment is likely to be less. A breakdown of advertisement, shortlisting and interview costs will be required

Advertising

Ensuring that we have an adequate number of applicants from minority and home country groups is important to HPC. We must target minority groups and also potential members in Scotland, Wales and Northern Ireland. With this in mind the HPC is being proactive in talking to stakeholders via Listening Events and publications thereby encouraging those outside HPC to think about applying.

As discussed we will use advertising to target minority and home country groups. We would like examples of publications currently used to target these groups and also any statistics you have regarding the readership of these publications?

It would also be useful if you could let us have details of any other targeting methods you have used.

Indicative timetable for recruitment

We should be grateful if you could let us have an indicative timetable of how long the recruitment process is likely to take from start to finish.

Shortlisting

You mentioned that applications forms could be pre-sifted by the Appointments Commission. What does this process entail? How can HPC as an organisation quality check this process?

As indicated the President and the other panel members will select the shortlist for interview after the long-list process has been completed by the Appointments Commission.

Selection methods

In order to assess all the criteria needed for membership of Council the HPC may consider using other selection methods in addition to one to one interviews, as part of the recruitment process. Please could you let us have examples of

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methods you have used to test potential new members' communication, negotiation, group behaviour skills?

Appointments Panels

The Appointments Commission will chair the appointments panel. The HPC President will be a member and there will also be an individual with extensive experience of the regulation of healthcare professionals. The appointments process will be in line with the guidance issued by the Office of the Commissioner of Public Appointments (OCPA) and that there will be an independent assessor from the OCPA on the interview panel.

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