

<b>Council</b>
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**The 84<sup>th</sup> meeting of the Health and Care Professions Council will take place as follows:-**

**Date:** Thursday 4 July 2013

**Time:** 10:30am

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

**Members:** Anna van der Gaag (Chair)  
Pradeep Agrawal  
Jennifer Beaumont  
Frank Burdett  
Mary Clark-Glass  
John Donaghy  
Sheila Drayton  
Julia Drown  
Richard Kennett  
Jeff Lucas  
Morag MacKellar  
Arun Midha  
Penelope Renwick  
Keith Ross  
Robert Templeton  
Eileen Thornton  
Joy Tweed  
Diane Waller

**Enquiries:** Louise Hart, Director of Council and Committee Services  
020 7840 9711  
louise.hart@hcpc-uk.org

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|----|---|--------------------------|
| 1. | <b>Chair's welcome and introduction</b>   | verbal                   |
| 2. | <b>Apologies for absence</b>  | verbal                   |
| 3. | <b>Approval of agenda</b>   | verbal                   |
| 4. | <b>Declaration of Members' interests</b>  | verbal                   |
| 5. | <b>Minutes of the Council meeting of 9 May 2013</b><br>Louise Hart – Director of Council and Committee Services | enclosure 1<br>HCPC54/13 |
| 6. | <b>Chair's report</b><br>Anna van der Gaag – Chair of HCPC  | enclosure 2<br>HCPC55/13 |
| 7. | <b>Chief Executive's report</b><br>Marc Seale - Chief Executive and Registrar                                   | enclosure 3<br>HCPC56/13 |

### Items for discussion/approval

#### Strategy and Policy

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| 8.  | <b>Financial Strategy</b><br>Tim Moore – Director of Finance   | enclosure 4<br>HCPC57/13  |
| 9.  | <b>Consultation on HCPC registration fees</b><br>Charlotte Urwin – Policy Manager  | enclosure 5<br>HCPC58/13  |
| 10. | <b>Fitness to Practise Annual Report</b><br>Kelly Johnson – Director of Fitness to Practise  | enclosure 6<br>HCPC59/13  |
| 11. | <b>Rehabilitation of Offenders Act 1974</b><br>Marc Seale – Chief Executive and Registrar  | enclosure 7<br>HCPC60/13  |
| 12. | <b>Service user and carer involvement in education and training programmes</b><br>Michael Guthrie – Director of Policy and Standards                               | enclosure 8<br>HCPC61/13  |
| 13. | <b>Outcomes of the consultation on criteria for approving AMHP programmes</b><br>Michael Guthrie – Director of Policy and Standards                                | enclosure 9<br>HCPC62/13  |
| 14. | <b>Annotation of the Register - podiatric surgery</b><br>Charlotte Urwin – Policy Manager  | enclosure 10<br>HCPC63/13 |
| 15. | <b>Results of profession-specific standards of proficiency consultation for chiropodists and podiatrists</b><br>Michael Guthrie – Director of Policy and Standards | enclosure 11<br>HCPC64/13 |

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| 16. | <b>Consultation on profession-specific standards of proficiency for prosthetists and orthotists</b><br>Michael Guthrie – Director of Policy and Standards        | enclosure 12<br>HCPC65/13 |
| 17. | <b>Consultation on profession-specific standards of proficiency for operating department practitioners</b><br>Michael Guthrie – Director of Policy and Standards | enclosure 13<br>HCPC66/13 |
| 18. | <b>Indicative Sanctions Policy</b><br>Kelly Johnson – Director of Fitness to Practise  | enclosure 14<br>HCPC67/13 |
| 19. | <b>Practice Note: Finding Fitness to Practise Impaired</b><br>Kelly Johnson – Director of Fitness to Practise  | enclosure 15<br>HCPC68/13 |
| 20. | <b>Reserves Policy</b><br>Tim Moore – Director of Finance  | enclosure 16<br>HCPC69/13 |
| 21. | <b>The publication of remuneration information of senior HCPC employees in future Annual Reports and Accounts</b><br>Marc Seale – Chief Executive and Registrar  | enclosure 17<br>HCPC70/13 |
| 22. | <b>Communications Report</b><br>Jacqueline Ladds – Director of Communications  | enclosure 18<br>HCPC71/13 |

## Corporate Governance

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| 23. | <b>National Audit Office audit completion report</b><br>Tim Moore – Director of Finance                        | enclosure 19<br>HCPC72/13 |
| 24. | <b>Annual report</b><br>Tim Moore – Director of Finance  | enclosure 20<br>HCPC73/13 |
| 25. | <b>Secretary to Council</b><br>Marc Seale – Chief Executive and Registrar                                      | enclosure 21<br>HCPC74/13 |
| 26. | <b>Minutes of the Fitness to Practise Committee held on 23 May 2013</b><br>Keith Ross – Chair of the Committee | enclosure 22<br>HCPC75/13 |

## Items to note

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| 27. | <b>Reports from Council representatives at external meetings</b><br>Louise Hart – Director of Council and Committee Services | enclosure 23<br>HCPC76/13 |
| 28. | <b>Letter from the Department of Health: Adult Social Care Workers</b><br>Marc Seale – Chief Executive and Registrar         | enclosure 24<br>HCPC77/13 |
| 29. | <b>Letter from the Department of Health: Future Legislation</b><br>Marc Seale – Chief Executive and Registrar                | enclosure 25<br>HCPC78/13 |

30. **Council members performance review – summary** enclosure 26  
Louise Hart – Director of Council and Committee Services HCPC79/13
31. **Regulation of public health specialists** enclosure 27  
Michael Guthrie – Director of Policy and Standards HCPC80/13
32. **Review of the Social Work Student Suitability Scheme** enclosure 28  
Kelly Johnson – Director of Fitness to Practise HCPC81/13
33. **Research report on registrants' and service users' views on understanding and accessibility of the Standards of conduct, performance and ethics** enclosure 29  
Michael Guthrie – Director of Policy and Standards HCPC82/13
34. **Minutes of the Education and Training Committee held on 6 June 2013** enclosure 30  
Eileen Thornton – Chair of the Committee HCPC83/13
35. **Any other business**  
Previously notified and agreed by the Chair
36. **Date & time of next meeting:**  
Tuesday 17 September 2013 at 10:30am.
37. **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;
- (a) information relating to a registrant, former registrant or application for registration;
  - (b) information relating to an employee or office holder, former employee or applicant for any post or office;
  - (c) 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;
  - (d) negotiations or consultation concerning labour relations between the Council and its employees;
  - (e) any issue relating to legal proceedings which are being contemplated or instituted by or against the Council;
  - (f) action being taken to prevent or detect crime to prosecute offenders;
  - (g) the source of information given to the Council in confidence; or
  - (h) 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 Council's functions.'

Item	Reason for Exclusion
37	h

## Part 2 – Private Agenda

### Items to note

38. **Minutes of the private part of the Education and Training Committee held on 6 June 2013**

Eileen Thornton – Chair of the Committee

enclosure 31  
HCPC84/13

39. **Any other business for consideration in private**

Previously notified and agreed by the Chair