

<p style="text-align: center;">Council</p>

The 117th meeting of the Health and Care Professions Council will take place as follows:-

Date: Wednesday 21 March 2018

Time: 1pm

Venue: Rooms D & G, Health and Care Professions Council, Park House,
184 Kennington Park Road, London SE11 4BU

Members: Elaine Buckley (Chair)
Stephen Cohen
Maureen Drake
Kathryn Foreman
Sue Gallone
Sonya Lam
Eileen Mullan
Joanna Mussen
Gavin Scott
Robert Templeton
Graham Towl
Stephen Wordsworth

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Public Agenda

1. **Chair's welcome and introduction** verbal
2. **Apologies for absence** verbal
3. **Approval of agenda** verbal
4. **Declaration of Members' interests** verbal
5. **Minutes of the Council meeting of 7th February 2018** enclosure 1
For discussion and approval
Claire Amor - Governance Manager
6. **Matters arising** enclosure 2
To note
Claire Amor - Governance Manager
7. **Chair's report** enclosure 3
For discussion
Elaine Buckley - Chair of HCPC
8. Items from Marc Seale – Chief Executive as follows:-
 - (i) **Chief Executive report** enclosure 4
For discussion
 - (ii) **Social Work England** verbal
For discussion
 - (iii) **Corporate Plan** enclosure 5
For discussion and approval
 - (iv) **Key Performance Indicators** enclosure 6
For discussion and approval
9. **Registrant numbers forecast** enclosure 7
For discussion
Roy Dunn – Head of Business Process Improvement
10. Items from Andy Gillies – Director of Finance as follows:-
 - (i) **Five Year Plan** enclosure 8
For discussion
 - (ii) **2018/19 budget** enclosure 9
For discussion and approval
 - (iii) **Insurance Disclosures** enclosure 10
To Note
11. Items previously considered by the Education and Training Committee as follows:-

Stephen Wordsworth – Chair of the Committee

- (i) Minutes of the Committee meeting held on 1 March 2018
For information** enclosure 11
 - (ii) Threshold level of qualification for entry to the Register
for Paramedics
For discussion and approval** enclosure 12
- 12. Items from John Barwick – Acting Director of Fitness to Practise as follows:-

 - (i) Fitness to Practise Case Progression Plan 2018/19
For discussion and approval** enclosure 13
 - (ii) Format of the Fitness to Practise annual report
For discussion and approval** enclosure 14
- 13. **Surrey Research Action Plan** enclosure 15
For discussion and approval
Katherine Timms – Acting Director of Policy and Standards
- 14. **Minutes of the meeting of the Tribunal Advisory Committee held on 19
February 2018** enclosure 16
For information
Claire Amor – Secretary to the Committee
- 15. **Minutes of the meeting of the Audit Committee held on 6 March 2018** enclosure 17
For information
Stephen Cohen – Chair of the Committee
- 16. **Minutes of the Remuneration Committee held on 13 March 2018** enclosure 18
For information
Graham Towl – Chair of the Committee
- 17. **Any other business** Verbal
Previously notified and agreed by the Chair
- 18. **Future agenda items** Verbal
- 19. **Meeting evaluation including discussion format of Council** Verbal
- 20. **Date and time of next meeting:** Verbal
Thursday 24 May 2018 at 1pm at Park House, 184 Kennington Park Road,
London SE11 4BU.

Council meeting to be preceded by a private members' meeting at 11am.

21. Resolution

Verbal

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; 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
22	b, d
23(i)	c
23(ii)	c
23(iii)	c
24	c
25(i)	b, d
25(ii)	b
26	b, d

22. **Minutes of the private part of Council held on 7th February 2017** enclosure 19
For discussion and approval
Claire Amor - Governance Manager
23. **Items from Andy Gillies – Director of Finance as follows:-**
- (i) **2018/19 budget (Private appendix)** enclosure 20
For discussion and approval
 - (ii) **Authority to sign grant agreement with the Department for Education** enclosure 21
For discussion and approval
 - (iii) **Authority to sign lease documents** enclosure 22
For discussion and approval

24. **186 Kennington Park Road: Project Update** enclosure 23
For discussion
Greg Ross-Sampson – Director of Operations
25. Items previously considered by the Remuneration Committee as follows:-
Graham Towl – Chair of the Committee
- (i) **Minutes of the private part of the Remuneration Committee** enclosure 24
held on 13 March 2018
For information
- (ii) **Council Remuneration** enclosure 25
For discussion
26. **Future leadership at the HCPC** enclosure 26
For discussion
Marc Seale - Chief Executive and Registrar
Elaine Buckley – Chair
27. **Any other business in private** Verbal
Previously notified and agreed by the Chair