

# The Health Professions Council

## COUNCIL MEETING

**Tuesday 7 December 2004**

**10.00 am**

The twenty-first 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 held in private.

**Niamh O'Sullivan,**  
**Secretary to Council**  
Thursday 25 November 2004

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

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### Agenda – Part One – Open to Members of the Public

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|---|---|---------------------------------|
| 1.  | <b>Apologies for Absence</b>  | Verbal                          |
| 2.  | <b>Approval of Agenda</b>   |                                 |
| 3.  | <b>Minutes of the Council meeting held on 6 October 2004</b><br>From Niamh O’Sullivan – Secretary to Council  | Enclosure 1<br>Paper HPC125/04  |
| 4.  | <b>Matters Arising</b>  | Verbal                          |
| 5.  | <b>President’s Report</b><br>(In the absence of the President there will be no President’s Report)  |                                 |
| 6.  | <b>Chief Executive’s Report</b>   | Enclosure 2<br>Paper HPC126/04  |
| <b><u>Items for Discussion/Approval</u></b> |   |                                 |
| 7.  | <b>Scheme of Delegation</b><br>From Marc Seale -Chief Executive   | Enclosure 3<br>Paper HPC127/04  |
| 8.  | <b>Council Elections</b><br>From Niamh O’Sullivan – Secretary to Council  | Enclosure 4<br>Paper HPC128/04  |
| 9.  | <b>Ethnic Monitoring</b><br>From Denise Thompson-Human Resources Director   | Enclosure 5<br>Paper HPC129/04  |
| 10.   | <b>Managing Your Fitness to Practise</b><br>From Rachel Tripp – Policy Officer  | Enclosure 6<br>Paper HPC130/04  |
| 11.   | <b>Minutes of the Professional Liaison Group for Health, Disability and Registration</b><br>From Mary Crawford – Chairman of the Professional Liaison Group | Enclosure 7<br>Paper HPC131/04  |
| 12.   | <b>Professional Liaison Group for Health, Disability and Registration<br/>- Revised Workplan</b><br>From Rachel Tripp – Policy Officer                      | Enclosure 8<br>Paper HPC132/04  |
| 13.   | <b>Panel Chairmen</b><br>From Kelly Johnson- Director of Fitness to Practise  | Enclosure 9<br>Paper HPC133/04  |
| 14.   | <b>Amendment to Rules</b><br>From Marc Seale -Chief Executive   | Enclosure 10<br>Paper HPC134/04 |
| 15.   | <b>Fitness to Practise Committee Membership</b><br>From Niamh O’Sullivan – Secretary to Council   | Enclosure 11<br>Paper HPC135/04 |

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| 16. | <b>Council Members ' Liability</b><br>From Paul Baker-Finance Director   | Enclosure 12<br>Paper HPC136/04  |
| 17. | <b>Council Members' Code of Conduct</b><br>From Marc Seale -Chief Executive  | Enclosure 13<br>Paper HPC137/04  |
| 18. | <b>Council Members' Information</b><br>From Marc Seale -Chief Executive  | Enclosure 14<br>Paper HPC138/04  |
| 19. | <b>Council and Committee Members' Standards for Education and Training</b><br>From Marc Seale -Chief Executive             | Enclosure 15<br>Paper HPC139/04  |
| 20. | <b>Curriculum Guidance Professional Liaison Group</b><br>From Fiona Nixon-Director of Education and Policy                 | Enclosure 16<br>Paper HPC140/04  |
| 21. | <b>Amendment to Standards of Education and Training</b><br>From Fiona Nixon-Director of Education and Policy               | Enclosure 17<br>Paper HPC141/04  |
| 22. | <b>Practice Note - Allegations</b><br>From Kelly Johnson-Director of Fitness to Practise                                   | Enclosure 18<br>Paper HPC142/04  |
| 23. | <b>Practice Note - Sanctions</b><br>From Kelly Johnson-Director of Fitness to Practise                                     | Enclosure 19<br>Paper HPC143/04  |
| 24. | <b>Amendment to Education and Training Committee Standing Orders</b><br>From Niamh O'Sullivan-Secretary to Council         | Enclosure 20<br>Paper HPC144/04  |
| 25. | <b>Dates of Council Meetings 2005/6</b><br>From Niamh O'Sullivan-Secretary to Council                                      | Enclosure 21<br>Paper HPC145/04  |
| 26. | <b>Dates of Committee Meetings 2005/6</b><br>From Niamh O'Sullivan-Secretary to Council                                    | Enclosure 22<br>Paper HPC 146/04 |
| 27. | <b>Minutes of the Finance and Resources Committee held on 23 November 2004</b><br>From Colin Lea-Chairman of the Committee | Enclosure 23<br>Paper HPC147/04  |

**Items to Note**

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| 28. | <b>Freedom of Information Act</b><br>From Roy Dunn-Director of Information   | Enclosure 24<br>Paper HPC148/04 |
| 29. | <b>Minutes of the Education and Training Committee held on 13 October 2004</b><br>From John Harper-Vice- Chairman of the Committee | Enclosure 25<br>Paper HPC149/04 |
| 30. | <b>Minutes of the Health Committee held on 22 September 2004</b><br>From Mary Crawford-Chairman of the Committee                   | Enclosure 26<br>Paper HPC150/04 |
| 31. | <b>Minutes of the Investigating Committee held on 23 September 2004</b><br>From Neil Willis-Chairman of the Committee              | Enclosure 27<br>Paper HPC151/04 |
| 32. | <b>Minutes of the Investigating Committee held on 11 November 2004</b><br>From Neil Willis-Chairman of the Committee               | Enclosure 28<br>Paper HPC152/04 |
| 33. | <b>Minutes of the Conduct and Competence Committee held on 12 October 2004</b><br>From Sandy Yule-Chairman of the Committee        | Enclosure 29<br>Paper HPC153/04 |

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| 34. | <b>Minutes of the Conduct and Competence Committee held on 16 November 2004</b><br>From Sandy Yule-Chairman of the Committee | Enclosure 30<br>Paper HPC154/04 |
| 35. | <b>Resolutions Agreed Since the Last Council Meeting</b><br>From Niamh O'Sullivan-Secretary to Council                       | Enclosure 31<br>Paper HPC155/04 |
| 36. | <b>Council Membership</b><br>From Niamh O'Sullivan-Secretary to Council  | Enclosure 32<br>Paper HPC156/04 |

**Items for Information**

None

37. **Any Other Business**  
Previously Notified to and Agreed by the Chairman
38. **Date & Time of Next Meeting**  
11.00 am on Wednesday 2 March 2005

**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) 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.
- (ii) Information relating to a registrant, former registrant or application for registration.