

Agenda Item 20(ii)

Enclosure 24

**Health and Care Professions Council
19 September 2018**

**Education and Training Committee Rules
change**

For approval

**From Stephen Wordsworth, Chair of
Education and Training Committee**

Council, 19 September 2018

Education and Training Committee Rules review

Executive summary and recommendations

Introduction

Though the Education and Training Committee is a statutory Committee, its rules are within the gift of Council to make.

It is proposed that the Education and Training Panel consider education provider concern investigation reports as part of their regular business.

This change would enable quicker resolution and assurance for all parties involved as the Panel meets more frequently than the Committee. As the Panel composition is the same as the Committee composition, all members will retain input into these decisions.

The Rules have been amended in draft and **Paragraph 6(3)(e)** has been inserted to reflect this change.

The Education and Training Committee considered the proposed change to the Rules at their meeting on 6 September 2018. The committee agreed to recommend the amendment to Council for approval.

Decision

The Council is invited to adopt the revised Health and Care Professions Council (Education and Training Committee) (Constitution) Rules 2018 as set out in appendix A

Resource and financial implications

None.

Appendices

Appendix A - The Health and Care Professions Council (Education and Training Committee) (Constitution) Rules 2018 – amended in draft

Date of paper

10 September 2018

The Health and Care Professions Council (Education and Training Committee) (Constitution) Rules 2018

Made	19th September 2018.
Coming into force	20th September 2018.

These Rules are made by the Health and Care Professions Council in exercise of the powers conferred upon it by paragraph 17(1) of Schedule 1 to the Health and Social Work Professions Order 2001.

Citation and commencement

1. (1) These Rules may be cited as the Health and Care Professions Council (Education and Training Committee) (Constitution) Rules 2018.

(2) These Rules come into force on 20th September 2018.

Interpretation

2. In these Rules—

“the Committee” means the Education and Training Committee;

“the Chair” has the meaning given in rule 5(1) and includes a person nominated under rule 5(4) or 6(2) to serve as Chair at a meeting;

“the Constitution Order” means the Health and Care Professions Council (Constitution) Order 2009;

“member”, except in the phrase “Council member”, means a member of the Committee and includes the Chair; and

“the Order” means the Health and Social Work Professions Order 2001.

Revocation

3. The Health and Care Professions Council (Education and Training Committee) (Constitution) Rules 2018, made on 6th December 2017, are revoked.

The Committee

4. (1) The Education and Training Committee comprises six members, of whom—

- (a) four must be Council members;
- (b) one must be a person who has experience in relation to the provision or assessment of professional education and training which the Council considers will assist the Committee in performing its functions; and
- (c) one must be a registrant who, on appointment, has been admitted to the register for less than five years.

(2) The Committee must include at least—

- (a) one lay member; and
- (b) one registrant member (in addition to any member appointed under paragraph (1)(c)).

(3) The Council must determine the term of office of each member on appointment.

(4) Subject to paragraphs (5) and (6), a member may be appointed for a term of not more than four years and is eligible for re-appointment, but no person may be a member for more than an aggregate of 8 years during any period of 20 years.

(5) A Council member may not be appointed as a member of the Committee for a term which exceeds that person's term of office as a Council member.

(6) A member may only be appointed under paragraph (1)(c) for one term of not more than three years and is not eligible for re-appointment under that paragraph.

(7) A person ceases to be a member of the Committee—

- (a) if the member resigns, which the member may do at any time by notice in writing to the Council;
- (b) in the case of a member who is a Council member—
 - (i) on ceasing for any reason to be a Council member, or
 - (ii) if the member's Council membership is suspended by the Privy Council under Article 7 of the Constitution Order;
- (c) in the case of any other member, if the member becomes a person who, in the opinion of the Council, would be liable to removal or suspension from the Council under Article 6 or 7 of the Constitution Order if that person was a Council member; or
- (d) if the Council, by majority vote, terminates the person's appointment as a member of the Committee.

Committee Chair

5. (1) The Council must appoint a member as the chair of the Committee ("the Chair").

(2) The Council must determine the term of office of the Chair on appointment, which may not exceed that person's term of office as a member of the Committee.

(3) A person serving as Chair ceases to do so—

- (a) if the member resigns as Chair, which the member may do at any time by notice in writing to the Council;
- (b) on ceasing for any reason to be a member of the Committee or (where applicable) a Council member;
- (c) if the Council, by majority vote, terminates the person's appointment as Chair.

(4) If, for any reason, the Chair is absent from or unable to act as Chair at a meeting or the office of Chair is vacant, the members who are present at a meeting of the Committee must nominate one of their number to serve as Chair at that meeting.

Quorum

6. (1) Subject to paragraph (2), the quorum of the Committee is half of the total number of members of the Committee, plus one.

(2) At a panel meeting of the Committee the quorum is any three members (who must nominate one of their number to act as Chair at that meeting).

(3) A "panel meeting" means a meeting of the Committee which has been convened only to conduct one or more of the following items of business (and at which no other business is conducted)—

- (a) considering Visitors' reports which are submitted to the Committee in accordance with Article 16(7) of the Order and any observations upon those reports received by the Committee under Article 16(9) of that Order and, if thought fit, approving the course of education or training, qualification or institution to which a report and observations (if any) relate;
- (b) considering and, if thought fit, approving any proposed change to an approved programme;
- (c) considering and, if thought fit, approving any matter arising from the monitoring of an approved programme;

- (d) considering and, if thought fit, withdrawing approval from an approved programme which the Committee is satisfied no longer admits or recruits students; or
 - (e) where a concern is raised with the Committee under any arrangements it may establish for that purpose—
 - (i) considering and determining whether an approved programme continues to meet the Standards of Education and Training; and
 - (ii) subject to paragraph (4), deciding what steps (if any) must be taken to address a concern which it determines is well founded.
- (4) The steps that may be taken at a panel meeting under paragraph (3)(e)(ii) do not include withdrawal of approval from an approved programme.
- (5) In paragraph (3) an “approved programme” means a course, qualification or institution which is approved by the Committee under Part IV of the Order.

Sealed with the common seal of the Health and Care Professions Council on 19th September 2018.



Stephen Cohen
Deputy Chair

Marc Seale
Registrar

Explanatory Note

These Rules prescribe the composition of the Health and Care Professions Council’s Education and Training Committee, provide for the chairing of that Committee and specify its quorum for transacting business.

The Rules revoke and replace the Health and Care Professions Council (Education and Training Committee) (Constitution) Rules 2018, which were made on 6th December 2017.