

The Health Professions Council

COMMUNICATIONS COMMITTEE MEETING

Thursday 24 May 2007

11:00am

The twentieth meeting of the Communications Committee will be held at the following location:

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

Sophie Butcher
Secretary to the Committee
Monday 14 May 2007

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

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Date
2007-05-08

Ver.
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Dept/Cmte
SEC

Doc Type
AGD

Title
Communications Committee
Agenda 24 May 2007

Status
Final
DD: None

Int. Aud.
Public
RD: None

Agenda – Part One – Open to Members of the Public

- | | | |
|----|---|------------------------------|
| 1. | Apologies for Absence | Verbal |
| 2. | Approval of Agenda | Verbal |
| 3. | Minutes of the Communications Committee Meeting held on Tuesday 27 February 2007
From Sophie Butcher – Secretary to the Committee | Enclosure 1
Paper CC01/07 |
| 4. | Matters Arising
From Sophie Butcher – Secretary to the Committee | Enclosure 2
Paper CC02/07 |
| 5. | Chairman’s Report | Verbal |
| 6. | Director of Communications Report | Enclosure 3
Paper CC03/07 |

Items for Discussion/Approval

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| 7. | Committee Self-Evaluation
From Sophie Butcher – Secretary to the Committee | Enclosure 4
Paper CC04/07 |
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Items to Note

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| 8. | Updated Communications Department Strategy and Workplan
From Jacqueline Ladds – Director of Communications | Enclosure 5
Paper CC05/07 |
| 9. | Update on Website Development and Statistics
From Tony Glazier – Web Development Manager | Enclosure 6
Paper CC06/07 |
| 10. | Refresh of HPCs Visual Identity and House Style
From Philippa Richardson – Publications Manager | Enclosure 7
Paper CC07/07 |
| 11. | Listening Event Evaluation Reports
From Thomas Heiser – Events Manager | Enclosure 8
Paper CC08/07 |
| 12. | External Exhibition Evaluation Reports
From Thomas Heiser – Events Manager | Enclosure 9
Paper CC09/07 |
| 13. | Partner Conference Evaluation Report
From Thomas Heiser – Events Manager | Enclosure 10
Paper CC10/07 |

14. **Reports from Communications Committee Representative at Patient Public Involvement (PPI) Meetings**

From Sophie Butcher – Secretary to the Committee

Enclosure 11
Paper CC11/07

15. **Any Other Business**

Previously Notified to and Agreed by the Chairman

16. **Date & Time of Next Meeting**

11:00am on Wednesday 24 October 2007 at Park House