

HEALTH PROFESSIONS COUNCIL

Suggestions for measurements to be used for the Council Members'
Performance and Development review System

from: The Executive

for comment

1. Section 33 of the Standing Orders sets out that:

“The council shall establish standards of attendance and performance for members, including a system of annual performance appraisal”.
2. Given this, a Performance and Development Review system for Council Members will be introduced, initially as a Pilot in February 2003
3. The detailed mechanics of the system have not been developed as yet. However, the key features will be based upon : a partnership approach; training and development planning; annual performance appraisal; and feedback on the President’s performance. The process will include : self assessment; assessment of the Presidents performance; annual review meeting with the President which will include training and development planning plus a half yearly review meeting.
4. Information on the draft process will come to the December Council for comment and approval.
5. One key component of the system which requires input from the Council in advance of December is the criteria to be used. It will form the basis for qualitative feedback, identifying training and support needs, and considering evidence of achievements.
6. Attached are suggestions for the measurements to be used. It is the intention that finalised criteria for both the President and Council Members will be objective and free from any bias.
7. The Council is asked to provide feedback on the attached to the Executive by 20th November. Comments are being sought in particular on :
 - any omissions,
 - areas requiring clarification, and
 - requirements that are no longer current

Suggested Performance and Development Measurements for Council Members

Attendance at Council meetings

Attendance at HPC public relations events

Participate in meetings effectively , grasp the detail of a wide range of business and contribute to objective decision-making by exercising sound judgement.

Support constructive collaboration, networking and consultation with key stakeholders.

Suggested Performance and Development Measurements for the President

Provide strong non-executive leadership, and encourage open and pro-active accountability.

Chair meetings effectively, grasp the detail of a wide range of business and contribute to objective decision-making by exercising sound judgement.

Develop and maintain constructive collaboration, networking and consultation with key stakeholders

Attendance at HPC public relations events

Monitor and develop Council members' performance, providing support as necessary

Manage the Council's Chief Executive