Health and Public Policy Committee

Role
The Health and Public Policy Committee (HPPC), is a standing committee of Council. It reports to Council through the Executive Committee Council (ECC). The committee provides advice and recommends policies and approaches that assist the Royal College to fulfill its mandate and strategic plan in areas related to health and public policy, advocacy and research, in keeping with the values, vision, and mission of the Royal College.

Responsibility and Authority
The HPPC:
- identifies issues warranting the Royal College’s attention;
- informs and provides advice to various Royal College committees;
- reviews, analyzes and develops policies, position statements and strategies, using critical analysis and strategic thinking, for the consideration of Council or other committees as appropriate; and
- reports to Council on matters of concern to the Royal College and its committees on health and public policy, advocacy and research matters pertinent to specialty medicine and care.

Composition
The HPPC includes 14 voting members including the Chair. The HPPC’s broad-based composition can include Fellows, researchers, and members from the following: the Ethics Committee, the Committee on Specialties, specialty resident membership selected by the Royal College, the College of Family Physicians of Canada, the Canadian Medical Association, and other professional and lay members. The specific composition of the committee is determined as appropriate.

Key Competencies and Characteristics
Generally, committee members should possess the following key competencies and characteristics: sound knowledge of the complexity of the health care system and determinants of health, and ability to link this knowledge with the core functions of the Royal College; ability and willingness to accurately identify, synthesize and analyze relevant information and perspectives from academia, the public sector and the health care community; ability to formulate, review and comment on policies and statements that will help the Royal College realize its vision and fulfill applicable strategic directions set out by Council; ability to think strategically and provide expert health policy advice to Council and other committees as required; and the ability and willingness to participate effectively in committees and meetings.
Term of Office
The usual term of office of the chair is two years, renewable once (maximum four years). As a standing committee of Council, the Chair of the HPPC is appointed by Council from among its current members (Bylaw No. 20, Article 15.1.1). The usual term of office of members is two years, renewable twice (maximum six years). The terms of office take effect as stipulated so long as the member’s total years of service on the committee do not extend beyond 10 years.

All terms shall begin and end at the time of the Annual Meeting of the Members when vacancies need to be filled.

Meetings
The HPPC usually meets twice per year, either face to face or by other means.

Quorum consists of a majority of the voting members of the committee (i.e., 50% plus one). The chair is counted as a voting member in constituting quorum. However, as the presiding official of the committee, the chair does not move motions. Furthermore, the chair shall only vote when the vote is conducted by secret ballot or when it is necessary to break a tie.

Appointment to a Royal College committee carries significant responsibilities and requires absolute discretion. Committee members shall not divulge, reproduce, or release any confidential information except when authorized by the Royal College. Committee members are permitted to download a copy of committee materials for use solely for the purposes of the Committee. All downloaded materials must be deleted once used for the intended purpose.