Council, 1 July 2014

Secretariat Report

Executive summary and recommendations

Introduction

The report provides an update about the activities of the Secretariat Department.

Decision

The Council is requested to discuss the report.

Background information

None

Resource implications

The resources for the Department are set out in the annual workplan and budget 2014-15.

Financial implications

As above.

Appendices

None

Date of paper

18 June 2014

Secretariat Department – Council meeting, 1 July 2014

The following provides an update about some of the work of the Department.

Appointments – Independent member of the Audit Committee

Interviews took place on 6 June 2014 but the panel did not appoint. The role will be re-advertised from 7 July 2014, with interviews expected to take place on 3 September 2014. The successful candidate would be expected to attend the Audit Committee's meeting and training on 9 October 2014.

Appointments – Council members

The Council is considering a paper on the appointment to Council of three lay members and one registrant member from 1 January 2015.

If agreed as proposed, and subject to PSA approval of the exercise, the outline dates for the recruitment exercise are as follows.

- Advertising and application period: 7 August 2014 to 19 September 2014 (5pm)
- Interviews: 28-30 October 2014
- Notification to PSA and Privy Council: 17 November 2014
- Appointment start date: 1 January 2015

The Chair's term of office comes to an end on 30 June 2015. The Department will begin planning for this recruitment exercise from the summer 2014. This is likely to include inviting the Council to review the competencies for the Chair at its meeting in September 2014.

Freedom of Information and Data protection

In recent months we have received the following numbers of FOI / DPA requests.

February	51
March	44
April	50
May	52

The team is seeing an increase in the number of recruitment agencies asking for location specific registration statistics.