

**Agenda Item 6 (ii)**

**Enclosure 3**

**Health and Care Professions Council  
20 September 2017**

**Annual review of outstanding actions**

**To note**

**From Claire Amor, Information Governance  
Manager**

Council, 20 September 2017

Annual review of actions

Executive summary and recommendations

### **Introduction**

This paper forms a review of actions agreed by the Council between September 2016 and July 2017. The actions agreed by the Council are reviewed on an annual basis, ahead of the annual strategic away day in October.

Additionally, as part of the agreed planning process, the Secretariat maintains an annual agenda plan and a list of potential development topics.

### **Decision**

The Council is requested to note progress on the actions. No decision is required.

### **Background information**

Minutes of the Council meetings September 2016 - July 2017.

### **Resource implications**

None as a result of this paper.

### **Financial implications**

None as a result of this paper.

### **Appendices**

None

### **Date of paper**

11 September 2017

Meeting	Action	Action for	Progress
Sep-16	The Council agreed that the CEO report should include a narrative section similar to the Chair's report	CEO	Closed
	The Council agreed that the Audit Committee should consider the project risk register for the transfer of the register of social workers in England in December 2016	Secretariat	The Audit Committee considers the SW risk register as a standing item at each meeting
	The Council requested a paper in December 2016 focusing solely on projects including financial aspects	Operations	Closed
	The Council agreed to invite the Chief Social Workers to present to the Council at a future date	Chair	The Chief Social Workers were invited but did not take up the offer
Dec-16	The Council agreed it would be helpful to collate a list of cross regulatory working groups to better demonstrate collaboration	CEO	A list of joint working engagement was provided within the CEO report May 2017
	The Council agreed to consider a wider approach to external engagement at a future meeting	Communications	The development session will take place in 2017
	An update paper on the mediation pilot would be presented to the Council in February 2017	FTP	Closed
Feb-17	The Council agreed that the HCPC should present its preferred option to the DoH and DoE in the absence of detailed plans being forthcoming. (SW)	Council	This area was discussed in July 2017 (private paper)
	The Council will be updated on any additional delays to the legislation. (medicines legislation)	Policy	Legislation still expected in October 2017
	The Council agreed that a development session on apprenticeships would be useful	Education	This session was held before July 2017 Council
	the suggestion for a scorecard format for reporting was put forward	Council	Review of paper format was agreed by Council May 2017
Mar-17	It was agreed that a summary of current joint working activities the HCPC participates in would be included in the CEO report in May 2017	CEO	A list of joint working engagement was provided within the CEO report May 2017
	It was agreed that the Chair and Chief Executive should write in a constructive and engaging way to the Ministers expressing the Council's concern and conveying the risks involved in continued uncertainty. The Council agreed that the Chair, Chief Executive and Solicitor to Council would determine the appropriate timing of the letter	CEO/Chair	A letter was sent, and a response provided
	It was agreed that diversity considerations required focus when the full appointments process paper is considered by Council	Secretariat	Closed
	The Council agreed to explore succession planning in 2017	Chair/CEO/HR	This discussion is planned for the Council agenda December 2017
	It was agreed that the Council would consider the SW risk register in July 2017. The Council would then determine its future oversight requirements	Secretariat	The Council considered the SW risk register in July 2017 and agreed future oversight arrangements
	It was agreed that the Executive would consider the Council's thoughts on a cost allocation exercise and return to the Council with its view	Finance	Analysis discussed with the Chair of Audit Committee
	It was noted that the GDC have reported significant cost savings as a result of a recent change in process following a section 60 order. The Council agreed that this option should be pursued with government	CEO	This area is included on the HCPC's priorities for Section 60 change
	The Council agreed that it would consider potential areas for cost savings and the impact those savings may have during a more in depth discussion. It was agreed that this discussion would take place as an exploratory workshop format event in May 2017	Chair/Council	This workshop did not take place, following the unexpected general election it was not felt to be the best time to explore this
May-17	The Council noted that the Chief Executive would meet with the other Care Councils in July 2017 to discuss the future of the MOU. An update about the outcome of these discussions will be provided to Council	CEO	Update was provided to July 2017 Council
	The Council agreed that it would consider the HCPC's section 60 order priorities at a future meeting	Secretariat	Considered at July 2017 Council
	The Council agreed that the HCPC would write to the Secretary of State for Health and the Minister for Regulation when these posts were appointed following the election. The letters would seek clarification of the government's plans and emphasise the difficulty arising for the HCPC from the government's decision on social worker regulation	CEO/Chair	A letter was sent, and a response received
	Following the publication of the annual report, a shorter more visual summary of the report will be produced on the HCPC website (update req)	Finance	On the agenda for Council September 2017
	The Council noted that the Chair of the Council signs the annual report on behalf of the Council. The Council agreed that the reason for this should be more explicit and that clarity should be sought from the NAO	Secretariat	Advice reported to the Council July 2017
	The Council discussed how it sets strategic risks. It was agreed that this area should be considered at the Council strategic awayday in October 2017	Secretariat	This action will be discussed at the Strategic Awayday 2017
	The Council requested clarity on why visitor partners are not eligible to act as registrant or medical assessors	FTP	Closed
	The Council welcomed the Director of IT's further thoughts on the potential applications of machine learning	Chair/Council	Council to consider how it wishes to explore these topics further
	It was agreed that the potential regulatory implications of international online service delivery should be explored	Chair/Council	Council to consider how it wishes to explore these topics further
Jul-17	The Council agreed that the issue of legislative reform would be considered at a future meeting, continuing with a number of themed discussion papers previously presented by the Director of Policy and Standards	Policy	To be included on a future agenda dependent on agenda planning
	The Council agreed that the Chief Executive's overview of performance would be included in the next report	CEO	Included in the September 2017 CEO report
	It was agreed that the Chief Executive's engagement strategy would be included in the stakeholder engagement session in September 2017	CEO/Communications	The development session will take place in 2017
	The Council agreed that it would consider the Registrations Transformation and Improvement project in more depth at a future meeting	Operations	On the agenda for Council September 2017
	The Council agreed to review the Section 60 priorities list annually. It also agreed to develop a list of areas to explore for further consideration	Policy	Included on the annual agenda plan
	The Council agreed that a review of real terms registration fee levels, taking into account inflation, would be helpful to the Council when next considering the five year plan	Finance	This is included within the 5 year plan on the September 2017 agenda