The actions as agreed at the previous public meetings of the Committee are set out below. The Committee is requested to note the responses to the actions.

Action no	Date of meeting	Agenda item	Action	Lead	Response
1	6 September 2023	6. Registration Performance	The use of SPC charts would be discussed with the Quality Assurance team with the expectation to hear the recommendations in November`s meeting.	Executive	The Making Data Count team at NHS England have been approached to lead a seminar for Council members and Executive and Senior Leadership Teams to provide a common understanding of how SPC works, how to respond to the information reported and use this in decision-making and how to approach the transition from RAG reporting to SPC charts.
2	8 November 2023	6. Registration performance	The Head of Registration would provide renewal rates including readmission, which would give a more accurate picture of any reduction in registrations.	Head of Registration	Readmission application volumes following a renewal window are included within the ETC Registration Performance Report.
3	8 November 2023	6. Registration performance	The Head of Registration and Acting Head of Education would consider how the data linking registrations and renewals and capacity in education programmes could be developed to provide useful intelligence.	Head of Registration/ Head of Education	A pilot analysis is underway for programme capacity numbers (education data), passlist numbers, and registrant numbers (registration data) at a programme level. The intention is to see what the data can tell us (e.g. passlist numbers compared to capacity numbers might tell us whether providers are under/over recruiting, and how that compares to a baseline, which can be used to ask questions of education providers), and how viable scaling this up and producing regular reports would be. The aim is to produce an initial analysis during January/February and the next steps have been considered.