

Board meeting

Public minutes of the meeting

19 September 2018

**Unapproved Minutes of the Board meeting, 19 September 2018****Present**

George Jenkins (Chair)
 Harry Cayton (Chief Executive)
 Moi Ali
 Marcus Longley
 Antony Townsend
 Frances Done

In Attendance

Christine Braithwaite
 John McDermott
 Mark Stobbs
 Graham Mockler
 Daisy Blench
 Marija Hume
 Louise Rigg (Secretariat)

1. Welcome and Introductions & Declarations of Interest

- 1.1 The Chair welcomed everyone including observers, Alan Clamp, newly appointed Chief Executive of the Authority from 1 November 2018, Silvia Dominici, Performance Reporting Manager from the NMC and Eleanor O'Connor a member of the public.

2. Apologies

- 2.1 There were apologies from Board members Tom Frawley and Renata Drinkwater.

3. Minutes of meeting held on 18 July 2018

- 3.1 The Board approved the minutes as an accurate record.

4. Matters arising from meeting held on 18 July 2018

- 4.1 The Chair invited Eleanor O'Connor to talk about the concerns that she wished to raise at the start of the meeting.
- 4.2 Eleanor O'Connor read out concerns relating to the General Medical Council (GMC) complaint process, on behalf of her sister in law Kathleen Burton, in relation to her brother's death. The full statement would be provided to the Secretariat for distribution.
- 4.3 The Chair and Chief Executive offered condolences on behalf of the Board and assured Eleanor that the matters raised would be taken seriously.
- 4.4 The Director of Scrutiny and Quality would be in touch directly and offered to send the NMC Lessons Learned report. The Chief Executive and Board agreed communication would be made with the Chief Executive of the GMC.

Action: The Chief Executive would provide an update at the November Board meeting.

5. Chair's report

- 5.1 The Chair reported he had been busy with meeting Chairs of the regulators.
- 5.2 The Board noted there were multiple interim Chairs and Chief Executives and the Authority endeavors to offer its support to those in post.
- 5.3 The Authority was due to chair a meeting held at the Authority, between Social Work England (SWE), Department for Education (DfE) and the Health and Care Professions Council (HCPC). Attendees from the Department of Health and Social Care (DHSC) would be present. The purpose of the meeting would be to mitigate and manage risks for both regulators around the transfer of the regulation of social workers in England, from the HCPC to SWE.
- 5.4 The regulations underpinning the creation of Social Work England (SWE) were passed through both houses of Parliament in July. Work has been ongoing over the summer to recruit to the Board to join Chair Lord Patel of Bradford and to the Executive team to join Colum Conway (former CEO of the Northern Ireland Social Care Council) who has been appointed Chief Executive.
- 5.5 The Board noted there were two non-executive Board members who were due for renewal and a recommendation to Privy Council would be made in due course.

6. Executive report

- 6.1 The Chief Executive wished to note the 'consistently fantastic' work of all colleagues at the Authority.
- 6.2 The Director of Scrutiny and Quality reported that, in addition to Bawa-Garba and Chandra appeals, which were noted in the update, there had been a further decision in a GMC appeal. The GMC had been unsuccessful in that case.
- 6.3 The Authority has recently provided advice to the Privy Council in respect of the GMC's process for appointing a new Chair and initial advice to the GMC and GDC about new Council members. A seminar for regulators on the appointments process had been held recently, Ceri King, the Head of the Privy Council Office & Deputy Clerk of the Privy Council had attended to talk about it's the Privy Council's work.
- 6.4 Responses to the consultation about the proposed new Standards of Good Regulation have now all been received and the Board would be asked to approve the new Standards in the light of those responses at its November Board meeting.
- 6.5 The Director of Governance and Operations reported to the Board that a full test of the Business Continuity Plan had been successfully completed in July and August. A summary would follow at the October Audit and Risk meeting.

7. Finance report

- 7.1 The Head of Finance presented the report, noting the agreed withdrawals from reserves and explaining that this spend from reserves will show as overspend against the original budget for 2018/19 and balance at year-end, with the exception of the refund to regulatory bodies which will impact 2019/20.

- 7.2 The new format of the report includes additional detail as agreed at the July Board 2018 meeting.

8. Business plan and fees consultation 2019/20

- 8.1 The Director of Governance and Operations presented the draft business plan and fees consultation and the process which the Authority follows each year.
- 8.2 The Board discussed and agreed this item and in doing so requested that in future years early sight of the planning assumptions were shared before detailed work up of the final plans.
- 8.3 The Board noted the current draft report and subject to some amendments were content.

9. Risk register

- 9.1 The Director of Governance and Operations reported that risk 7, formal testing of the Business Continuity Plan, will potentially be downgraded after the Audit and Risk Committee. Risk 8, Replacement of Section 29 database tender has taken place. A full migration will take place by April 2019.

10. Update on Accredited Registers

- 10.1 The Head of Accreditation presented the papers and reported that 12 registers have been reaccredited, three of which have been referred to a targeted review. Feedback from the registers continues to be positive.
- 10.2 Research with the National Association for Patient Participation (NAPP) has taken place to find out the perception of the Accredited Registers programme and the Checkpractitioner tool among their patient representatives.
- 10.3 Approximately 20% of respondents had previously heard of the Accredited Registers programme, largely through the respondents' professional activities or through the Authority's attendance at the NAPP conference. The ease of use of the Checkpractitioner tool received a mixed response, as did the question as to whether respondents would use the tool in the future.
- 10.4 The Accreditation Team will use the information gained through this survey to help hone our communications work and Checkpractitioner tool.
- 10.5 The Accreditation Team have provided further information to DHSC to help them draft the Ministerial Submission for ongoing funding for 2019-20 onwards.

11. To note the change of Chief Executive

- 11.1 The Board wished to formally thank the Chief Executive for his contribution to the Authority and to note its appreciation that he was able to stay on for a month longer so that would be no gap between him departing and the new Chief Executive starting.
- 11.2 The Board wished to welcome Alan Clamp, the newly appointed Chief Executive, who will take up his post officially from 1 November 2018.

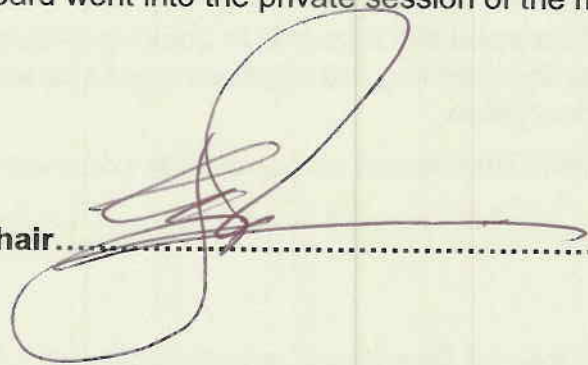
12. Questions from observers

12.1 There were no further questions from the observers.

13. Private session of the Board

The Board went into the private session of the meeting.

Signed by Chair.....

A large, stylized handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Date 21 NOV 2018