

Minutes of the UKPHR Board meeting held on 25<sup>th</sup> September 2014  
at 18c McLaren Building, 46, Priory Queensway, Birmingham B4 7LR

Present:

Bryan Stoten (Chair), Claire Barley, Amanda Fletcher, Selena Gray, Jeremy Hawker, Linda Jones, Patrick Saunders and Nairn Wilson (Registrar). David Kidney, Executive Director, was in attendance. Louise Appleby and Rick Borges from Professional Standards Authority were present as observers.

Apologies:

Andrew Corbett-Nolan, Claire Cotter, Fiona Harris, Sue Lloyd, Richard Parish

ACTION

1. Welcome

The Chair welcomed everyone to the meeting. Apologies for absence were received as listed in these minutes. There were no declarations of interest.

2. Minutes of meetings

The minutes of the Board meeting held on 15<sup>th</sup> July were agreed as a true and accurate record.

DK

3. Matters arising

None.

4. Reports

4.1 The Chair gave a verbal report. The Department of Health has published its Consultation Paper in respect of its proposal to implement statutory regulation of public health specialists by the Health & Care Professions Council. The Chair had taken Chair's action to authorise obtaining a barrister's advice because of the urgency caused by the Department only allowing 6 weeks for responses when 12 weeks had been expected. The Chair reported his attendance at PHE's Annual Conference and reflected how much of what was discussed there applied Michael Marmot's findings and recommendations. The Chair reported his engagement with a wide range of stakeholders. He reported that when the Registrar took up his office of President of the British Dental Association in 2015 he would stand down as UKPHR's Registrar and the Chair paid tribute to his skilled and dedicated work and support for UKPHR and thanked him for all he had done.

BS

4.2 The Registrar gave a verbal report. The transition from London to Birmingham had been achieved safely and Pav Sull had performed magnificently in taking control of UKPHR's regulatory processes. The Registration Panel and Registration Approvals Committee did not meet in August and in order to keep register business up to date he and the Chair of the Registration Panel had taken a number

of decisions to admit applicants to the register under Chair's action which had been reported to the September meetings. He had no issues of conduct to report to the Board. There was still a backlog of portfolios awaiting assessment. Everything possible was being done to eliminate this backlog including recruitment of potentially 10 more assessors at the present time. The numbers of specialist and practitioner registrants continue to grow. In discussion Board members reinforced the need to reduce the backlog of portfolios awaiting assessment and asked for regular reports of progress including what further actions were being taken to address this challenge.

- 4.3 Financial report. DK spoke to his written report and presented the current state of UKPHR's finances. He answered a question about expenditure on management and training during the preceding 3 months.

#### 5. Executive Director's report

The Executive Director presented and spoke to his written report and in response the Board agreed that:

- (1) On capacity, the Board would encourage the utmost flexibility in ensuring that assessors, for specialist and practitioner portfolios, were able to carry out as many assessments as possible.

DK

- (2) On the matter of the future of the publication Good Public Health Practice, the Board considered that likely options included (1) UKPHR publishing Good Public Health Practice in future and (2) UKPHR amending its Code of Conduct to incorporate matters previously contained in Good Public Health Practice which were judged still to be necessary guidance. The option of following the example of the Faculty and relying on Good Medical Practice instead of Good Public Health Practice was judged to be less attractive than either of these two because of the multi-disciplinary nature of public health practice. The Board requested that DK meet with the Faculty and report back to the Board on the discussion.

DK

#### 6. Registrar's proposals

The Registrar presented, and spoke to, his written report and it was agreed that:

- (1) Readmission and restoration to the register

The Registrar's proposed policy be adopted with immediate effect and that on the publication of the policy it should be made clear that UKPHR's preferred approach for registrants taking a prolonged break from practice is to maintain their registration, and further it should be made clear that UKPHR would expect lapsed registrants still to maintain CPD where they could. It should be clear to potential applicants for restoration to the register after lapse for

- prolonged periods what criteria the Registrar will apply in judging applications, including in respect of CPD. DK/NW
- (2) Provisional registration DK/NW
- (a) The Registrar reported that most responses to the recent consultation on provisional Registrar registration were supportive but a number of reservations and suggestions for improvement had been put forward. In the light of the facts that the Department's consultation on statutory regulation had caused uncertainty as to the future and the current training year for Registrants had started in August, the Registrar advised the Board that he would wish to engage with respondents to address the reservations and suggestions received and report back to the Board at its February meeting. The Board agreed this course of action. DK/NW
- (b) The Registrar presented and spoke to his report, options paper and draft policy in respect of provisional practitioner registration. He had noted the recommendation of the Education & Training Committee and as a result asked the Board to postpone consideration of this issue while he consulted further with coordinators. The Board agreed that consideration of this proposed policy be deferred. JH asked that when the policy is next considered he would expect there to be explicit provision requiring practitioners to sign up to UKPHR's Code of Conduct and a supervisor or mentor should be in place for each applicant for provisional practitioner registration. DK/NW
- (3) The Registrar presented for the Board's approval amended Appeals Rules and Fitness to Practice Rules. The Board had received from DK in advance of the meeting a note received from Professional Standards Authority containing the Authority's observations on the proposed rules and the Board agreed to make the amendments to the rules suggested in that note. The Board agreed that the Company's Solicitor should be asked to consider the proposed rules and advise. DK

## 7. Statutory regulation

The Chair reported receipt of the Government's Consultation Paper, which was published on 4<sup>th</sup> September with a closing date for responses of 17<sup>th</sup> October. He reported the urgent action he had taken as Chair to obtain legal advice on the legality of a consultation period of 6 weeks when previously the Department had stated that it would be 3 months. Board members discussed the effects of the proposal on UKPHR's own sustainability and on professional equivalence between public health specialists. The potential effects on future practitioner registration were also discussed. It was noted that AVR meant that UKPHR was performing the role of regulator more than adequately. It was agreed that work should commence on preparing UKPHR's formal response to the Department's consultation and in addition a summary document outlining UKPHR's objections for sharing with stakeholders as soon as possible. The Executive Director was

asked to produce drafts of both documents for approval by Directors by Friday 3<sup>rd</sup> October. SG and PS offered to help.

**DK**

#### 8. UK Faculty of Public Health curriculum review

SG reported verbally on the main outcomes of the first consultation: Reduction of key areas from 9 to 8, reduction in number of competencies, 2 training stages instead of 3 and a new requirement to show Competence in Consultant Management. FPH is expected to publish a second consultation soon allowing 4 weeks for responses. FPH is still aiming to seek GMC approval early in 2015. The Board was concerned to know that the curriculum would still be applicable UK-wide, that it should take account of European developments and that UKPHR would welcome an opportunity to comment on the proposed curriculum before it is submitted to GMC. SG undertook to ask FPH for UKPHR to have an opportunity to comment on the finalised curriculum before FPH sends it to GMC for approval.

**SG**

#### 9. Charitable status

The Executive Director presented and spoke to his written report. The Board agreed that he should commence work to seek charitable status for UKPHR and authorised him to engage UKPHR's Solicitor in this work.

**DK**

#### 10. UKPHR's Strategy Day

The Board considered the Executive Director's written report including a suggested programme for the day. The Board decided not to invite external organisations to the strategy day but asked the Executive Director to survey them, and also registrants, ahead of the day and report their responses to Directors. It was agreed that a facilitator be engaged to assist with the discussion on the day. The date for the strategy day was agreed as 27<sup>th</sup> November and a Birmingham venue was to be arranged by the Executive Director.

**DK**

#### 11. Minutes of meetings received

- 11.1 Registration Panel meetings 08 July & 02 September
- 12.2 Registration Approval Committee meetings 17 July & 11 September
- 12.3 Practitioner Registration National Co-ordinators Group meeting 01 September
- 12.4 Education & Training Committee meeting 19 September Jun

Arising out of the Education & Training minutes, item 7, the Board adopted the decision and reasons concerning the Tips and Tools document referred to.

**DK**

#### 13. Communications

It was noted that the Department's consultation and UKPHR's response raised communications issues. The Board asked the Executive Director to draft by Friday 3<sup>rd</sup> October both a formal response to the consultation for consideration by Directors and a short summary of UKPHR's arguments for sharing with stakeholders.

**DK**

14. Urgent correspondence

None.

15. Any other business

None.

16. Next meeting

Tuesday 03 February 2015 at 14.00 hrs at McLaren Building.  
The possibility of needing to call an urgent meeting of the Board before then was noted and the Board expressed a willingness to take urgent matters of business at the strategy meeting.

**DK**