

Minutes of the UKPHR Board held on Tuesday 3rd September 2013
at Chadwick Court, 15, Hatfields, London SE1 8DJ

Present: Bryan Stoten (Chair), Claire Barley, Andrew Corbett-Nolan, Claire Cotter, Amanda Fletcher, Selena Gray, Fiona Harris, Jeremy Hawker, Linda Jones, David Kidney, Sue Lloyd, Patrick Saunders, Nairn Wilson (Registrar).

Apologies Amy Nicholas, Richard Parish

ACTION1. Welcome

The Chair welcomed everyone to the meeting. Apologies for absence were received from Amy Nicholas and Richard Parish. There were no declarations of interest.

2. Minutes of meeting held on 1st May 2013

At 16 Selena Gray did not recall having volunteered to work on preparing a mapping template and the Board agreed to delete that sentence. With this amendment, the minutes were agreed as a true and accurate record.

3. Matters arising

There were no matters arising.

4. Reports

4.1 The Chair referred to his Annual Report presented a few minutes earlier at the AGM.

4.2 The Registrar presented, and spoke to, his written report. In discussion Board members supported work to develop UK-wide practitioner registration, CPD and revalidation schemes for practitioner registrants and dual registration. Discussion with HEIs on collaborative working was supported but recognition of particular courses was described as fraught with difficulty. The Board supports in principle a form of provisional registration of practitioners on the ground of public safety but requires work to be done to devise a practicable scheme and demonstrate that it will have practitioner and employer support. The Registrar was thanked for his report and asked to report further on the matters discussed at future meetings.

4.3 The CEO presented, and spoke to, his written report.
[A number of confidential and commercially sensitive matters were agreed]

4.4 Finance report

The Board relied on the accounts presented to the AGM earlier.

NW report

5. Regulation of public health specialists

The Board was disappointed that the Department of Health had not yet published its Consultation Paper on this subject. It was agreed that UKPHR should in due course submit a response to the Consultation Paper and engage with registrants, public health partner organisations and others in encouraging others to submit responses also. The CEO was asked to put in place robust arrangements for communication with all relevant interested parties and to involve Board members. The Board will consider whether it will be necessary to convene a special meeting of the Board to consider this subject once the Consultation Paper has been published.

6. Code of Conduct

The Registrar presented, and spoke to, his written report and sought approval of the Code of Conduct in the form now before the Board for publication and implementation. In discussion, a number of amendments were suggested although Board members were mindful that it would be helpful to publish the Code of Conduct as soon as possible. It was agreed that Board members will submit their comments and suggested amendments (if any) to the Registrar within seven days and thereafter the Register be delegated to finalise the Code of Conduct and publish it.

AII/NW

7. Approvals

The Board approved:

- 7.1 Application to Professional Standards Authority for accreditation of UKPHR's voluntary register including payment of the £12,000 application fee;
- 7.2 Submission of an application and business case to Public Health England in support of funding and other support for UK-wide practitioner registration;
- 7.3 Submission of an application and business case to Department of England in support of funding for development of CPD and revalidation schemes for practitioner registrants;
- 7.4 UKPHR's equality and diversity policy;
- 7.5 UKPHR's communications strategy. It was agreed that the strap line will be "Protecting the public – improving practice".

8. Single curriculum

Selena Gray presented, and spoke to, a report she and Sue Lloyd had written. The Board noted that the Public Health Skills and Knowledge Framework has recently been refreshed and the UK's Faculty of Public Health is currently reviewing its 2010 curriculum (and that Selena Gray is a member of the FPH's steering group for that review). The Board agreed the desirability in principle of a single curriculum but can see the need to give further attention to the position of defined specialists. It was agreed that Selena should next take a paper to the Public Health Workforce Advisory Group (PHWAG) and report back to the Board afterwards.

SG

9. Minutes of Committees and Panels.

The Board received the minutes of the following meetings:

- 9.1 Registration Panel meetings held on 15 May, 11 June & 9 July
- 9.2 Registration Approval Committee meetings held on 23 May, 20 June & 18 July
- 9.3 Practitioner Registration Working Group meeting held on 11 July
- 9.4 Practitioner Registration National Co-ordinators Group meetings held on 5 June & 30 July
- 9.5 Communications Group meeting held on 6 July

10. Correspondence

There was no correspondence to report to the meeting.

11. Any other business

Fiona Harris asked Board members to read the draft Public Health standards for pharmacy published by the Royal Pharmaceutical Society and consider submitting individual responses.

12. Date of next meeting

The next meeting of the Board will be on 14th November.
The CEO was asked to circulate dates for Board meetings in 2014.

DK