

Council, 13 May 2015

Secretariat report

Executive summary and recommendations

Introduction

The report provides an update about the activities of the Secretariat Department.

Decision

The Council is requested to discuss the report.

Background information

None

Resource implications

None

Financial implications

None

Appendices

None

Date of paper

30 April 2015

Secretariat Department – Council meeting, 13 May 2015

The following provides an update about some of the work of the Department.

Appointments

We have now concluded the process for the appointment of the Chair and a submission was made to the Professional Standards Authority (PSA) and a recommendation made to the Privy Council on Thursday 30 April. The Privy Council are responsible for making the appointment and the PSA provide assurance to them that the four principles of good appointments (merit, fairness, transparency and openness and inspiring confidence) have been adhered to. We are anticipating that the Privy Council will make the appointment in mid-late May.

Freedom of Information and Data protection

Information relating to freedom of information and data protection statistics will be provided under separate cover (see agenda for 14 May 'Information governance report').

Upcoming Council meetings

Each year, the Council has an offsite away day and meeting which takes place on a rotational basis in each of the four countries. This year's meeting takes place on 14 and 15 October 2015 at Llangoed Hall, Brecon, Wales. The Secretariat Department will be in touch over the coming months to organise travel and other arrangements.

Council member training

Council members have recently undertaken training which has included accompanying an education programme visit, attending some Fitness to Practise training including observing a hearing and attendance at 'Meet the HCPC' events. Whilst the Secretariat department will continue to provide training across the board, please contact Louise Lake should you wish to discuss individual training needs and how these may be taken forward.

External Meetings

12 March: Health Regulators Information Security Specialist Interest Group - Quarterly meeting

Training for Employees

26 March: Fitness to Practise training

3-5 May: ISO270001 Auditor training