

**Agenda Item 6**

**Enclosure 2**

**Health and Care Professions Council  
24 May 2018**

**Matters arising**

**To note**

**From Claire Amor, Governance Manager**

Council, 24 May 2018

Actions list

Executive summary and recommendations

### Introduction

Below is the actions list as agreed at the public meetings of the Council held on 21 March 2018 and 7 February 2018.

	Action point (and location in minutes)	Action for	Comment
Wednesday 21 March 2018			
1.	<p><b>Item 8.i.18/35 Chief Executive's report</b></p> <p>The Council requested that the Executive consider how to enhance the performance commentary in this area (employee turnover). (8.i.3)</p>	Executive HR	To be included in the next performance report July 2018
2.	<p>The Council discussed the explanation for the FTP overspend of £74k relating to transcription services. The Council requested this be examined for clarity and reported back to the Council in May 2018. (8.1.4)</p>	Executive Finance and FTP	Included in CEO report
3.	<p>The Council requested that the Education and Training Committee further examine (charging for education approval visits) and make a recommendation to Council.(8.i.8)</p>	Education and Training Committee	ETC June 2018
4.	<p>The Council requested that a summary paper of the HCPC's current MOUs and their benefits be presented at a future meeting. The Council agreed it would then consider any gaps where MOUs should be pursued. (8.i.9)</p>	Executive	September 2018
5.	<p><b>Item 8.iii.18/37 Corporate Plan</b></p> <p>The Council requested that the Chief Executive link the Corporate Plan, KPIs and performance data in his report in July 2018. (8.iii.3)</p>	Chief Executive	July 2018

6.	<b>Item 10.i.18/40 Five Year Plan</b>  The Council requested greater examination of payroll costs post social work transfer in the next iteration of the plan. (10.i.6)	Executive	July 2018
7.	<b>Item 12.i.18/45 Fitness to Practise Case Progression Plan 2018/19</b>  The Council agreed to receive a paper in July 2018 on the Executive's previous work on an optimum case progression profile to begin this discussion. (12.i.5)	Executive	July 2018
8.	<b>Item 13.18/47 Surrey Research Action Plan</b>  It was noted that a paper outlining the Executive's intended approach in developing a classification system for capturing the characteristics of fitness to practise cases would be noted by the Council in July 2018. (13.9)	Executive	July 2018
Wednesday 7 February 2018			
9.	<b>Item 8.18/8 Chief Executive's report</b>  A review of the registration project will be presented to Council in July 2018 to inform a wider discussion of the future of the project and how the issues encountered may inform the strategic approach to IT platforms in future. (8.4)	Executive	With agreement of Chair, to be considered at September 2018.
10.	<b>Item 14.18/14 Fee Rise</b>  The Council requested that the paper presented to the Council in July 2018 revisits any communications messages during the 2015 fee rise about the HCPC's future intentions on fee levels. (14.4)	Executive	July 2018

### Decision

The Council is requested to note the actions. No decision is required.

### Background information

Public Minutes of the Council meetings held on 21 March 2018 and 7 February 2018.

### Resource implications

None

### Financial implications

None

### Date of paper

27 April 2018