



PUBLIC MEETING

Minutes

12th June 2018

Attendees and Apologies

Regulation Council		
Patricia	Le Rolland	Lay Chair
Christine	Forde	Lay Member
Ian	Shackell	Lay Member
Julia	Cons	Lay Member
David	Stirling	Professional Member
Robert	Farley	Professional Member
Simon	Brown	Professional Member
In attendance		
Janet	Monkman	CEO and Registrar, AHCS
Paul	Lawton	Head of Registration Services, AHCS
Elaine	Jenkins	Head of Standards, AHCS
Louise	Collins	Registrations Administration, EBS
Minutes circulation list		
Fiona	Fiorentino	Executive Assistant, AHCS

Key Discussion Points and Actions

No.	Subject	Minutes/Action	Owner	Action / Due
1.	Welcome and apologies	The Chair Informed Council that three Council members had sent their apologies in advance of the meeting.		
2.	Declarations of Interest	The Chair asked prior to the meeting commencing if there had been any declarations of interest. None were declared. The Regulation Council was declared quorate.		
3.	<ul style="list-style-type: none"> a) Minutes of the meeting of 17th April 2018 b) Action log of the meeting of 17th April 2018 c) Matters arising not on the agenda 	<p>The Chair asked whether the minutes were a true reflection of April's meeting. Everyone agreed that the minutes were a true reflection.</p> <p>The action log was discussed in some detail, completed actions deleted as necessary.</p> <p>There were nil matters arising.</p>		
4.	Chair's Report	<p>The Chair provided a verbal update as follows:</p> <p>The Chair confirmed that she had attended the Accredited Registers Collaborative meeting and that the PSA (Professional Standards Authority), had also attended this meeting.</p> <p>It was confirmed that the DH (Department for Health), and PSA had been in discussion about the future funding arrangements for PSA. This is important for practical reasons on the costs that accredited registers must now pay PSA for our continuation to hold a licence and consequently the fee that registrants pay.</p> <p>There had recently been a Joint publication from the PSA and the RSPH (Royal Society of Public Health), on how registrants can push forward the Public Health Agenda with clients/patients. This would be the focus of the Accredited Registers Conference, which is being held on 29th June 2018.</p> <p>Council were informed that the 2017 conference was very informative, and that a number of Ministers had attended the event.</p>		

		<p>David Kidney, CEO of Public Health would be attending this year's conference, should Council Members wish to attend the Academy would be happy to fund travel costs. It was confirmed that the event would be a good networking opportunity and it would give Council the chance to meet directly with the Collaborative Registers personnel.</p> <p>The Chair reminded Council that she had agreed to take on a Non-Executive AHCS Director's role, and would attend the Academy's Board meetings, and continue with her role as Chair of the AHCS Registration Council.</p>		
5	Academy update	<p>AHCS President: The AHCS President is developing a process with the Professional Council to enable him to establish a past president's role. The current President, Brendan Cooper was appointed three years ago and has been inspirational in the interaction with professional bodies.</p> <p>Fellowships: From an Academy's perspective fellowships are a very good way of raising the Academy's profile, but it was taking longer than anticipated to seek approval. As a result, a task and finish group has been created which would be chaired by Graham Beastall.</p> <p>The British Psychological Society: There is an MOU in place with the British Psychological Society, how this will benefit is firstly in being able to join for one voice responses where appropriate. Other benefits may be available over time.</p> <p>STP Equivalence: There is a Memorandum of Understanding agreed with ACS (The Association of Clinical Scientists). There will be a meeting held involving HCPC (Health and Care Profession Council, ACS and IBMS (The Institute of Biomedical Scientists) to discuss equivalence. In addition, from an HCPC perspective there could be a level 7 apprenticeship available with a direct route to HCPC registration as a Clinical Scientist.</p> <p>NIHR: the National Institute for Health Research (NIHR) to develop a directory commissioned the Academy. They will be meeting the Academy team in the near future.</p> <p>Council asked for an explanation as to the difference between a directory and a register.</p> <p>The Registrar advised that the handout that was circulated describes the differences between registers and directories.</p> <p>It was confirmed that NHS Research Scotland have close links with the NIHR and that it could be beneficial to introduce them to the Academy's work, as they may also wish to consider the benefits of joining the Academy's Directory.</p>		

	<p>a) New Business</p> <p>b) Update on Strategy</p> <p>c) Any consultations outstanding</p>	<p>LSI: The Life Science Industry register is now supervised by the LSI Registration Council and the AHCS Executive Assistant is responsible for the administration of the register. The CEO, Head of Registration Services and Director of Quality have all been trained to administer applications in readiness to cope with register growth.</p> <p>It was confirmed that the LSI Registration Council had had their first meeting and future meetings would be held every three months. In addition to this, the LSI team hold monthly project meetings which are used to progress work for both the implementation of the register and implementation into the NHS.</p> <p>The NHS Department of Procurement is including a paragraph relating to the register in their contracts.</p> <p>Strategy Meeting: There had been a strategy meeting with the Board, which had been focussed on increasing registrant numbers.</p> <p>It was confirmed that there were no consultations outstanding.</p> <p>There were no other updates.</p>		
6	Registrar's report, including CPD and PPI developments	<p>The CPD guidance for registrants has recently been updated and published.</p> <p>A CPD Audit of the Medical Illustrators register is currently being undertaken, with the final review scheduled to be completed by the end of August 2018. 10 registrants have been selected randomly and required to participate.</p> <p>A CPD audit of HSS registrants is also about to be undertaken.</p> <p>Patients and Public Involvement developments: The Academy have developed a list of patient groups such as AgeUK and its local partner AgeUKs, Macmillan, and British Heart Foundation. The intention is to provide a virtual network, which would focus on patient and public safety matters, and enable the register to keep costs to a minimum.</p> <p>The numbers on the register had started to increase in line with the Strategy and plan that council members discussed.</p>		

7	AHCS Work Plan (2018/2019) including communication and marketing	<p>Under the new Governance Structure, it was agreed that there needs to be a work plan for each registration council and an overarching one for the Regulatory Board In addition to this it was agreed as follows:</p> <ol style="list-style-type: none"> 1. KPI's need to be reduced. Members should reflect on what the key deliverables are. 2. Some advice from Council based on the SORI (Statement of Regulatory Intent). 3. Populate the boxes to show what the targets are. <p>It would be beneficial for an advert for new members to be more widely marketed.</p> <p>Council members were asked to provide any comments to the Head of Registration Services as soon as possible but no later than the 5th August.</p>	Head of Registration Services	5 th August 2018
8.	A.O.B. notified to the Chair in advance of the meeting or at her discretion	<p>The Chair advised that approximately a year ago there had been a proposal for to establish a Federation of Healthcare Education Providers.</p> <p>Following consultation 70% said that the creation of a federation was a good idea. In general, it was deemed that Healthcare Educators needed a stronger voice in the UK, which would be instrumental in producing the next generation of educators. It was thought that this group would provide a strong political voice.</p> <p>The initial outcome was that Health Education England have funded a small project led by Professor Alison Bullock at Cardiff University. The Regulation Council Chair had since joined the project as a member of the steering group. The first meeting was last week, where many key actions had been identified beginning with a literature review including relevant websites. Both the President of AHCS and the Head of School would be invited to participate.</p>		
9.	Date of next meeting	9 th October 2018, BVSC, the Centre for Voluntary Action 138 Digbeth, Birmingham, B5 6DR, www.conferencesbvsc.org/		