

Minutes of the Council Meeting
Tuesday 04th July – Public meeting

	Agenda Item	<p>Present</p> <p>Dr Jim Livingstone (President) Prof Martin Bradley Mr Mark Campbell Miss Sandra Cooke (Joined @ 1001 Hrs) Mr James Perry Miss Laura Murphy Mr Gareth Peeples Prof Patrick Murphy Miss Colleen Duffy</p> <p>In Attendance</p> <p>Mr Trevor Patterson (Chief Executive) Mr Mark Neale (Head of Public Affairs) Mrs Lorraine Magill (Executive Assistant)</p>	<p>Apologies</p> <p>Miss Eleanor Magennis Mr Ciaran Hunter</p> <p>Public Attending TO BE ADDED</p>
1.	Introduction & Welcome, Apologies, Public	The President welcomed everyone to the Meeting. Apologies were noted from Miss Eleanor Magennis and Mr Ciaran Hunter. The President extended a warm welcome to the	

		public and registrants in attendance. The President advised that it was normal for Council to conduct some business in private and confirmed that a short session had preceded this meeting	
2.	Deputations	The President was present throughout the Meeting; there were no requirements for Deputations.	
3.	Conflicts of Interest	There were no Conflicts of Interest noted.	
4.	Tabling of Any Other Business	None .	
5.	MOU GPhC	<p>The CEO introduced the paper</p> <p>A Council member asked if the MOU covered accreditation – the CEO confirmed that it did</p> <p>A Council member asked whether the annual review referred to was a full review – the CEO advised that it was an operational review, the full review would occur every three years</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Key decision – Council approved the MOU without amendment</p> </div>	<p>Proposed – Mr J Perry Seconded – Prof M Bradley</p>
6.	Proposal for a reporting template against strategy	The President asked the CEO to introduce the papers – the CEO outlined how paper one identified the features of the traffic light system (RAG) and he highlighted the two columns	

		<p>to be completed in RAG, the left hand column indicating the current assessed status, the right indicating any trends – Green amber would be assessed as on target now but an amber trend might identify a possible obstacle. Normally each goal will have a narrative and always when status changes or there is an identified trend</p> <p>Paper three sets out all the goals in tabular form and shows how compact the report could be</p> <p>To further simplify the second paper provides a helicopter view on a single sheet of the RAG status of all goals including trends</p> <p>Generally reports would focus on amber and green designations.</p> <p>The President pointed out that Council members could and should also challenge green ratings</p> <p>The Chair of Audit and Risk reminded Council that work would be done to revisit KPIs and the risk register in the light of the new strategy and report from these would complement this reporting tool</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Key Decision - Council confirmed that they were content with the proposed tool and with reporting to every other council meeting, exception reporting at interim meetings should there be a significant status change</p> </div>	<p>Proposed Ms S Cooke Seconded Mr M Campbell</p>
7	Presidents Report	<p>The President updated attendees on recent DoH meetings at which progress had been made on legislative issues – he confirmed that a schedule of regular meetings was being</p>	

		<p>established with the CPO at around 6 weekly intervals.</p> <p>It was acknowledged that some of the more significant reforms would require ministerial level approval, and the IP regulations were snagged by the current impasse at the NI Assembly.</p> <p>The President outlined the particular issue with deputising arrangements for the registrar and advised that this was being progressed, hopefully by means of a S60 order within the Rebalancing Board programme.</p> <p>He concluded by outlining plans to establish a group to do preliminary work on technician registration, which it was accepted would require ministerial approval to progress but it was agreed that useful work could be progressed.</p> <p>The CEO advised that he would meet GPhC to endeavour to learn from their experience in the near future.</p> <p>A Council member asked for clarity on the “decriminalisation” proposals – The CEO advised that legal advice was that the offence must be retained for other reasons but that subject to meeting conditions, a defence would apply which would prevent prosecution.</p> <p>The President reminded Council that it was intended to remove the barrier to reporting arising from the threat of prosecution.</p> <p>Council noted the update</p>	
8	CEO report	<p>The CEO introduced his report and highlighted a number of points</p> <p>.</p>	

9	Annual report on KPIs	<p>The CEO introduced the report, highlighting two KPIs which were not or only partially met;</p> <ul style="list-style-type: none"> • KPI 4 the review of the CPD standard was due in April 2017 but would not now be completed until later in 2017 • KPI 5 the review of all associated standards following the introduction of the new Code was partially actioned to align language and principles but a fuller standards review was captured in the Strategy and a schedule was developed to deliver this <p>Council noted the report</p>	
10	Update on IPs	<p>This topic was mostly covered earlier in the agenda, the CEO drew attention to the three options in the paper</p> <ul style="list-style-type: none"> • Await NI Assembly approval • Seek PS approval in the absence of an Assembly • Ask the DoH to lift it's embargo on designations if the service requires a fresh sully of IPs <p>Council noted the options and agreed to review at the next meeting</p> <div data-bbox="667 965 1637 1054" style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Key decision – Review IP situation at next meeting</p> </div>	
12	Update on Risk Register	<p>The Chair of A&R introduced the paper which set out the plans for the newly appointed internal auditors to revisit the strategy, risk register and KPIs and provide advice on their appropriateness before developing their three year audit strategy</p>	
13	Fit and Proper person update	<p>The HPA introduced the paper and Council asked a number of questions around the policy and operational issues</p>	

		<p>Action -The HPA confirmed that further information would be brought to a future Council ahead of completing the instructions to the solicitors</p>	
14	Resource Committee	<p>In the absence of the Chair of resources the CEO updated Council on firstly the cash projection for year end. He highlighted the variances and their reasons as set out in the paper</p> <p>He then introduced the second paper which showed the effect of accruals, revaluation of the pension contribution and unrealised gains on investment.</p> <p>In summary, mainly due to additional retentions and some FtP expenditure slipping into the first quarter of 2017/2018 along with efficiency gains, we were predicting a cash surplus of circa £80K adding a portfolio gain unrealised of £151K and pension revaluation of over £35K and allowing for capitalisation of a number of assets the balance sheet would probably increase by around £290K – this was of course subject to further checking and audit</p> <p>Council noted that projects had not advanced largely because of their dependence on the decisions of others and welcomed the efficiencies</p>	
15	ESR Committee	<p>Council noted the four papers in particular the external examiners report</p>	
16	Corporate Communications Committee	<p>The President introduced the paper which set out the advantages, challenges and costs associated with holding meetings outside Belfast</p> <p>Council discussed the desirability of doing so but acknowledged that work would need to be done to attract attendance</p> <p>Some proposals were noted as more likely to attract attendance</p>	

		<p>Key decision - It was agreed that the September meeting, requiring the attendance of the auditors for accounts approval would be in Belfast, the November meeting being arranged for Dungannon with suitable supporting communications to encourage attendance</p> <p>Key decision - Council also agreed to review this policy and evaluate the costs and benefits</p>	
17	Audit and Risk Committee	<p>The Chair of A&R introduced the Annual Assurance Report from Internal Audit, confirming satisfactory controls on all areas audited and no priority 1 recommendations</p> <p>He also confirmed there were no significant issues to report</p> <p>He recorded his thanks to outgoing Internal Auditors, ASM and welcomed the recently appointed Grant Thornton who were in attendance at the meeting</p>	
19	Correspondence	<p>The CEO introduced two papers, one on PSA projects and one on the UK government plans around status of residents post BREXIT</p> <p>Council noted</p>	
21	Date of next meeting	14 th September 2017	

The Meeting Closed @ 1205