

Council meeting 5 & 6 December 2006

PUBLIC BUSINESS

FOR NOTING

Council for Health Care Regulatory Excellence (CHRE): unapproved minutes for 25 October 2006

Purpose

To receive the draft minutes of the public part of the CHRE Council meeting held on 25 October 2006.

CHRE have agreed to the circulation of these draft minutes on the understanding that these are not final and may be changed at the next CHRE Council meeting.

Strategic objective domain

An organisation that consistently performs as a regulator, professional representative leader and publisher

Minutes of meeting on 25 October 2006

Present

Jane Wesson (Chair)

Sandra Arthur
Frances Dow
Graeme Catto
Nigel Clarke
Sue Leggate
Jim McCusker
Peter North
Hew Mathewson
Kate McClelland
Hemant Patel
David Smith
Rosie Varley
Kieran Walshe
Lois Willis
Sally Williams
Judith Worthington

Rodney Brooke, General Social Care
Council

Apologies

Jenny Newton, Nursing and Midwifery Council

Anna van der Gaag
Hugh Ross

In attendance

Francesca Compton, CHRE Council
Secretary
Sandy Forrest, CHRE Director
Rosemary Macalister-Smith, CHRE Head of
International Regulation
Elisa Pruvost, CHRE Policy Manager
Kristin Smyth, CHRE Business Manager
Julie Stone, CHRE Deputy Director

Members of the public

Tom Berrie, Health Professions Council
Kristina Ireland, General Dental Council
Elaine Harries Jenkins, Quality Assurance
Agency

The Chair opened the meeting and welcomed members, the public and those in attendance.

The Chair introduced Sandra Arthur, President of the NMC, and Judith Worthington, from the GCC, and welcomed them to their first public Council meeting as CHRE members.

The Chair announced the results of the recent PSNI Council elections. As Brendan Kerr, the outgoing President, has accepted the position of Registrar and Head of Professional Services, Dr McClelland will be continuing to represent PSNI on CHRE.

The Chair informed the meeting that CEPLIS, at its meeting on 13 October 2006, welcomed CHRE as "correspondent organization".

1.0 **Apologies**

- 1.1. Apologies received from Anna van der Gaag and Hugh Ross were read into the note of the meeting.

2.0 **Minutes of the Meeting of 11 July 2006**

- 2.1. The meeting agreed the accuracy of the minutes.

THE MINUTES OF THE MEETING OF 11 JULY 2006 WERE APPROVED, AND WILL BE SIGNED AS A TRUE RECORD.

3.0 **Matters Arising from 11 July 2006**

- 3.1. The letter to The Times regarding the Boundaries project was sent but not published.
- 3.2. The issue of a common dataset was to be discussed in the context of performance review objectives at Item 8 of this meeting.
- 3.3. It was noted that the 2007 Retreat was to be held in Brussels, which would enable members to develop a better understanding of the impact of European policy on UK healthcare regulation, and afford the opportunity for them to meet, and influence, key people in this field.
- 3.4. The future of Council meetings in the devolved nations was discussed and it was agreed that they should be meetings in public.

4.0 **Presentation on Student Fitness to Practise**

- 4.1. Peter Coe, GOC, Elisa Pruvost, CHRE, and Amanda Watson, GMC, presented to the Council on the progress of the student fitness to practise project. The project has to date produced a scoping report and organised a seminar. The findings and themes that have emerged from these workstreams were discussed.
- 4.2. The meeting decided to bring forward the discussion of Item 12 (future steps in the project) at this point.
- 4.3. Council noted that there was strong support from the seminar participants for a common statement of values. It was also noted that a survey of the current local fitness to practise arrangements would be a useful tool in developing best practice.
- 4.4. The GMC, and particularly Paula Robblee, were thanked for their contribution to this project.

THE MEETING COMMENDED THE WORK ACHIEVED SO FAR, AGREED TO PROCEED WITH THE SUGGESTED CONSULTATION AND SURVEY, SUBJECT TO A FULL PROJECT INITIATION DOCUMENT AT THE MEETING IN JANUARY.

5.0 **Ministerial Requests for Advice (Sec 26(7))**

- 5.1. Members discussed the paper on the function of Sec 26(7) in the context of the Minister's request for advice dated 24th October 2006 and agreed a process to take the work forward.
- 5.2. It was decided to form a small group of Council members to oversee the work involved in providing the ministerial advice. This group would consist of Sandra Arthur, Sue Leggate, Hew Mathewson and Sally Williams. Progress will be reported

to the private meeting of Council in November, following which a finalised and agreed report would be sent to the Minister.

THE MEETING AGREED THE RECOMMENDED PLAN AND ESTABLISHED A GROUP OF COUNCIL TO STEER THE WORK, WHICH WILL REPORT BACK ON PROGRESS TO THE PRIVATE COUNCIL MEETING IN NOVEMBER.

6.0 CHRE Consultation Response

- 6.1. The meeting noted that a significant amount of work had been done on this document since the first draft was read at the September private meeting. This work had been informed by email input and comment by members.

THE MEETING AGREED THAT THE DOCUMENT WOULD BE FINALISED, SIGNED OFF BY CHRE CHAIR AND CHIEF EXECUTIVE, CIRCULATED AND THEN PUBLISHED.

7.0 Revised CHRE Policy on Raising Serious Concerns (Whistleblowing)

- 7.1. Council noted that the revised policy reflected the size and complexity of the organisation.

- 7.2. The meeting also noted that the Audit Committee Chair had stated that the Audit Committee would take responsibility for the monitoring of this policy, and that Hugh Ross would be happy to be the named Council member in the revised policy.

COUNCIL COMMENDED AND APPROVED THE REVISED POLICY ON RAISING SERIOUS CONCERNS AND ALSO APPROVED ITS PUBLICATION.

8.0 Race Equality Scheme

- 8.1. The meeting noted the Race Equality Scheme prepared in response to CHRE becoming a listed public authority subject to the specific duties set out in the Race Relations (Amendment) Act 2000, and asked for minor amendments to be made to the Scheme. It was agreed that the scheme would be reviewed annually by Council.

COUNCIL APPROVED THE RACE EQUALITY SCHEME, SUBJECT TO MINOR AMENDMENT, AND AGREED TO ITS PUBLICATION ON CHRE'S WEBSITE.

9.0 Performance Review Reports 2006/2007

- 9.1. The meeting considered the future objectives, content and dissemination of performance review reports and agreed that currently these prove useful in setting goals for the regulatory bodies on an annual basis. It was agreed that in future some there should be less emphasis on section 29 issues and more on areas such as standards and education.

- 9.2. There was much discussion on the issue of whether comparison should be made between each regulator's report. It was acknowledged that it is very difficult to compare what are currently very different systems, and the introduction of a common dataset for the regulatory bodies was discussed in order to facilitate comparison.

- 9.3. It was generally agreed that a common dataset (i.e. a consistent approach to data collection) would be beneficial in producing useful and meaningful guidelines and a defined set of objectives, and that CHRE should work to develop this consistent approach.

THE MEETING AGREED THAT CHRE SHOULD BEGIN A PROCESS TO PRODUCE A COMMON DATASET.

10.0 Stakeholder Engagement

- 10.1. The meeting noted the various ways in which CHRE engage with stakeholders including discussion on the various ways of interacting with the 4 Nations; the role of the Presidents; the experiences of being a project sponsor and how to further engage with key stakeholders.

COUNCIL AGREED THE FOLLOWING WAYS OF FURTHER ENGAGEMENT WITH STAKEHOLDERS

- **The role of the President, whilst a member of CHRE Council as an individual, does present an opportunity for a two-way flow of information and influence, thus increasing engagement with the regulators.**
- **A paper is to be prepared suggesting a way to formalise interaction with stakeholders from the devolved nations.**
- **The meeting noted that members with experience in the role had contributed to the formulation of the Terms of Reference for Council Sponsors and that this should be adopted with minor amendments. The presidents should not be excluded from this role, provided there was no conflict of interest.**
- **The meeting agreed that CHRE should capitalise on pre-existing networks of stakeholders, including employers, and consult with the General Social Care Council who have considerable experience in this regard.**

11.0 **Communication Strategy for Council Members**

- 11.1. The meeting noted that the newly designed website is available to the public and agreed to the proposal for using the Extranet for a trial 3 month period. Logon details and passwords will be issued to members shortly.

COUNCIL AGREED TO TRIAL THE USE OF THE EXTRANET IN INTERNAL COMMUNICATIONS FOR 3 MONTHS.

12.0 **Director's Report**

- 12.1. The Director reported to the Council on the following:

- MOU on disclosure with police forces
- GOC added to Home Office List
- Europe
- Safeguarding Vulnerable Groups Bill
- Patient and Public Involvement Group

THE MEETING NOTED THE CONTENT OF THE DIRECTOR'S REPORT.

13.0 **CHRE Projects: update**

- 13.1. The meeting was asked to note the current status of the three CHRE projects. The meeting was disappointed to note that the Harmonising Sanctions project had been put on hold. It was decided that the Director of CHRE would take the matter to the meeting of the DH and Chief Executives to try to achieve an agreement to the principle of the project, and report back to Council in January.

COUNCIL NOTED THE STATUS OF CHRE'S CURRENT PROJECTS.

14.0 **Approved Committee Minutes**

- 14.1. The meeting was asked to note the draft minutes of the Audit Committee that had taken place on 11 July 2006.

15.0 **Questions from the Public**

- 15.1. There were no questions from the public.

16.0 **Private Session**

- 16.1. Members of the public and those in attendance were asked to withdraw for a private session of Council.

17.0 **Next Meeting**

- 17.1. The next public meeting of the Council would take place at 11 Strand, London on 11 January 2007.