

Tribunal Advisory Committee

Public minutes of the 13th meeting of the Tribunal Advisory Committee held on:-

Date: Tuesday 9 June 2019

Time: 1pm

Venue: Teleconference

Present: Graham Aitken
Catherine Boyd
Philip Geering
Sheila Hollingworth
Alan Kershaw
Marcia Saunders (Chair)

In attendance:

Claire Amor, Secretary to the Committee
Claire Baker, Tribunal Services Manager – Hearings
Deborah Oluwole, Tribunal Services Manager – Scheduling
Uta Pollmann, Head of HR Operations and Partners

Public agenda

Item 1. Chair's welcome and introduction

- 1.1 The Chair welcomed Committee members and the Executive to the thirteenth meeting of the Tribunal Advisory Committee.
- 1.2 The Chair noted that Zoe Maguire, Department Lead – Tribunal Services, had left the HCPC at the end of June 2020. The Committee wished to record its thanks to Zoe for all her support in getting the Committee established.
- 1.3 The Committee noted that Graham Aitkin's term as a Committee member and a HCPC Panel Chair would end at the end of July 2020. The Committee thanked Graham for his contributions to the Committee's work.
- 1.4 It was noted that due to the pandemic restrictions and the committee review having a potential impact on the constitution of the Committee, the appointment terms of Marcia Saunders and Alan Kershaw had been extended to the end of 2020. Phillip Geering would end his term as a Panel Chair at the end of July 2020, but would continue as a lay member of the Committee to assist with the Practice Note review work until the end of 2020. These arrangements had been agreed by the Council.

Item 2. Apologies for absence

- 2.1 No apologies were received.

Item 3. Approval of agenda

- 3.1 The Committee approved the agenda.

Item 4. Declarations of members' interests

- 4.2 Graham Aitken, Catherine Boyd and Philip Geering have declared a standing interest as sitting panel chairs due to the nature of the Committee's remit. All members declared an interest in the Committee review as it considered constitution of the Committee.

Item 5. Minutes of the Tribunal Advisory Committee meeting of 9 June 2020 (report ref: TAC 07/20)

- 5.1 The Committee agreed the minutes from its meeting held on 9 June 2020.

Item 6. Matters arising (report ref: TAC 08/20)

- 6.1 The Committee noted the matters arising from its meeting of 9 June 2020.
- 6.2 The Committee noted that its concern about the 8 year rule impacting on the HCPC's ability to deal with its backlog of cases was raised with the Senior Management Team (SMT). SMT noted the concern but were assured mitigations were in place and that legislative change was not a priority to pursue.

Item 7. HCPC Committee review 2020 (report ref: TAC 09/20)

- 7.1 The Committee discussed the presented draft of the questionnaire response.
- 7.2 The following points were made or agreed:-
- the role of the Committee needed to be better considered when developing decision making timelines for key pieces of work for example the indicative sanction policy;
 - section two on the value added by the committee should be expanded to include the standardisation of practice notes and competency frameworks being overhauled. Alan Kershaw agreed to submit wording on this for inclusion;
 - it was clarified that one Panel Chair member of the Committee is legally qualified. The Chair agreed to amend this;
 - a legal assessor member of the committee would support the work of the Committee given the importance of this role in the tribunal process and quality. Catherine Boyd agreed to submit wording on this point for inclusion;
 - a member of the committee noted their view that the balance of Lay membership should be maintained, and this needed to be considered if adding a legal assessor member; and
 - the Chair of the Committee should be required to be a lay member;
 - remuneration on an annual rather than day rate basis should be raised to reflect the work required between meetings.
- 7.3 The Committee discussed the idea of having a Council member as a member of the Committee. The Committee did not support this due to its implications on the Committee's independence. The Committee felt that better connectivity could be achieved through a formalized engagement

mechanism. Alan Kershaw agreed to submit some wording on such a mechanism for inclusion.

7.4 The Committee discussed its needs regarding the data provided in the standing performance reports it received. The Committee agreed to consider this at its September 2020 meeting. Catherine Boyd agreed to provide wording on this point for inclusion.

7.5 The Committee agreed that members would submit the agreed extra text for inclusion, which the Chair of the Committee would incorporate into the Committee's final submission to the review.

Item 8. Any other business

8.1 There was no further business.

Item 9. Future meetings:

- 15 September 2020
- 10 November 2020

Chair.....

Date.....

Unconfirmed