

Tribunal Advisory Committee, 5 November 2018

## **Partner Team operational report**

### **Executive summary**

#### **1. Introduction**

The purpose of this paper is to inform the Committee of the Partner team and its activity, provide statistics on panelist numbers and turnover (overall numbers including Panel Members, Panel Chairs and Legal Assessors), and provide information on upcoming recruitment and training activity.

#### **2. Information system project update**

The Partner Portal currently runs on version 23 and a business case has been submitted to run a major project during the next financial year to upgrade to version 27. EMT will review all project proposals at the end of the months. The project will take an estimate of 4-6 months due to the integration with Charter.

#### **3. Partner Numbers and Turnover**

Appendix A shows the numbers of HCPC partners per month and the correlation of voluntary resignations, 8-year rule and terminations in relation to the total number of partners. We have only seen 8 voluntary resignations in the last three months. The overall turnover is still higher due to the increase of resignations late last year.

#### **4. Panelist Recruitment and Training Activity**

The table below details the activity for the latest recruitment campaigns and upcoming recruitment campaigns for panel members, chairs and legal assessors.

We are currently in the interview phase of the FTP lay panel member campaign where we have combined the lay campaign with two professions (biomedical scientists and chiropodists) to enhance the registrant panel member pool. As expected the lay campaign attracted many candidates and we received over 130 applications. We limited the live phase and adjusted the advertising strategy to cap the number of applications due to the small number of lay panelists required. This is the first campaign which involves the new FTP recruitment partner as we no longer use panel chairs as part of the interview panel. The feedback so far has been very positive.

## 5. Recent and planned panelist Recruitment Activity

Role	Number Required	Applicants
Panel Member CH	2	16
Panel Member BS	2	8
Panel Member Lay	6-7	131

## 6. Training

Please see below for training activities.

Role	Dates
Panel Member (Refresher)	12 September 2018
Legal Assessor (Refresher)	30 October 2018
Panel Member (Refresher)	14 December 2018
Panel Member (Induction)	16 and 17 January 2019

## 7. Contract extension and self-assessments

A total of 78 contract extension have been completed this year (66 self-assessments and 12 legal assessor extensions) and 27 panel member/chairs are coming to the end of their 2<sup>nd</sup> term with the majority finishing in November 2018 and May 2019.

## 8. FTP Working Group

The FTP Working Group has now been established and the 1<sup>st</sup> meeting will be held on 5 December 2018. The members of the group are as follows.

- Deborah Oluwole, Tribunal Services Manager - Scheduling
- Claire Baker, Tribunal Services Manager - Hearings
- Tehmina Ansari, Learning and Development Officer
- Sarah Baalham, Panel Chair
- Claire Brewis, Panel Member
- Paul Grant, Panel Chair
- Uta Pollmann, Partner Manager

The terms of reference for the group will be shared during the TAC meeting.

## 9. Decision

The Committee is asked to note the information provided.

## 10. Resource Implications

None

**11. Financial Implications**

None

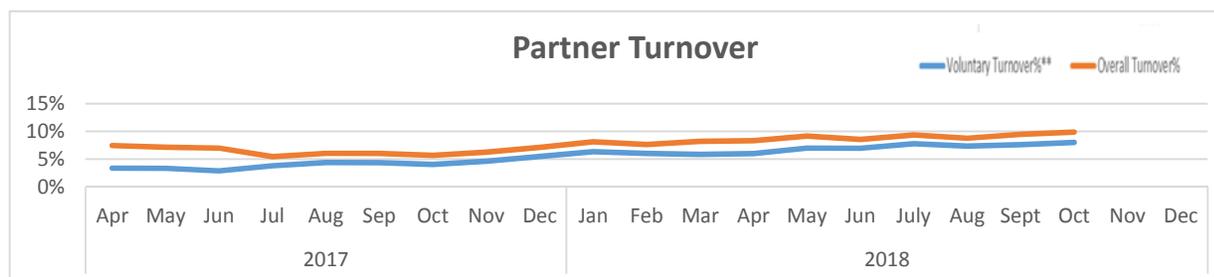
**12. Appendices**

Appendix 1 – Partner Numbers and turnover 2017 – 2018

**13. Date of Paper**

5 November 2018

## APPENDIX A



### Partner turnover

	2017												2018												18/19
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	YTD			
Voluntary Resignations	2	1	0	7	4	1	1	6	6	8	1	3	3	8	0	13	1	3	4			32			
8-year rule	0	0	4	0	0	0	0	0	0	1	2	5	0	0	0	0	0	3	0			3			
Terminations	1	1	0	0	1	0	0	0	0	0	1	0	1	0	0	0	0	0	0			1			
Total Leavers (Vol & Comp)	3	2	4	7	5	1	1	6	6	9	4	8	4	8	0	13	1	6	4	-	-	36			
<b>Total Number of Partners</b>	660	670	676	666	670	685	702	698	696	690	689	689	700	692	707	708	694	696	723			703			
<b>Voluntary Turnover%</b>	3%	3%	3%	4%	4%	4%	4%	5%	5%	6%	6%	6%	6%	7%	7%	8%	7%	8%	8%			5%			
<b>Overall Turnover%</b>	7%	7%	7%	5%	6%	6%	6%	6%	7%	8%	8%	8%	8%	9%	9%	9%	9%	9%	10%			5%			

Turnover information does not capture those Partners who move from one role to another or those who leave one role and remain in another

YTD = Year to date