

Tribunal Advisory Committee, 12 September 2017

Partner Team operational report

Executive summary

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.

Partner team changes

2. The previous Partners and HR Manager, Fiona Palmer, resigned and left the HCPC in early August. A replacement has been recruited, Uta Pollmann, who starts work at the HCPC in early October.

Information system project update

3. The major project to implement a partner information system is progressing towards the go-live date of 15 November 2017. The new system will enhance automation of recruitment and selection, training, appraisals and appointment renewals. In July over 100 partners volunteered to carry out system testing and review draft training materials. Feedback was very positive overall.

Partner Numbers and Turnover

4. Please refer to Appendix 1 Partner Numbers and Turnover.

The Partner Numbers provide a breakdown of all partner roles including panelists, turnover statistics are for all 660 Partners.

Panelist Recruitment and Training Activity

5. The tables below detail the activity for the latest recruitment campaign and upcoming recruitment campaigns for Panel Members and Chairs.

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Recent and planned panelist Recruitment Activity

Role	Number Appointed
Panel Member (SL)	4
Panel Member (OR)	1

Q2 (July – September)

Role	Number Required
Panel Member ODP	2
Panel Member PYL	2
Panel Member RA	2

Q3 (October – December)

Role	Number Required
Panel Member BS	3
Panel Member OT	3

Q4 (January - March)

Role	Number Required
Panel Member CH	2
Panel Member PO	3
Panel Member SW	6

Training

Role	Dates
Panel Chair (New)	14 th /15 th September 2017
Panel Member (New)	12 th /13 th October 2017
Panel Member (refresher)	29 November 2017

Self-Assessment

9 Panel Members are due to undergo the self-assessment process at the end of January, beginning of February 2018.

7 Panel Members come to the end of their 8-year agreement in February and March 2018.

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Decision

The Committee is asked to note the information provided.

Resource Implications

None

Financial Implications

None

Appendices

Appendix 1 – Partner Numbers and turnover 2017 – 2018

Date of Paper

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APPENDIX A

Partner roles - Numbers

	2016				2017					2017									2018			15/16	16/17	17/18			
Panel Member roles	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	Forecast
Registrant	188	186	185	183	175	183	183	183	182	176	176	176	174	199	199	174									213	176	180
Lay	43	42	41	40	36	35	35	35	35	33	33	33	33	33	43	57									55	33	50
Total	231	228	226	223	211	218	218	218	217	209	209	209	207	232	242	231									268	209	230
Visitor roles																									FYE	FYE	Forecast
Registrant	199	198	196	196	196	191	200	198	200	202	202	201	194	191	190	189									202	201	202
Lay	17	17	17	17	17	17	19	19	19	19	19	19	19	18	18	18									16	19	19
Total	216	215	213	213	213	208	219	217	219	221	221	220	213	209	208	207									218	220	221
Registration Assessor roles																									FYE	FYE	Forecast
Registrant	171	171	170	170	170	170	168	166	165	164	164	162	160	159	159	158									176	162	162
CPD Assessor roles																									FYE	FYE	Forecast
Registrant	105	105	105	105	106	105	105	104	104	104	104	104	104	104	104	102									105	104	104
Reg Appeals Panel Member	29	29	30	30	30	30	30	30	30	30	30	30	30	30	30	29										30	30
Registrant	134	134	135	135	136	135	135	134	134	134	134	134	134	134	134	131										134	134
Recruitment Partner												1	1	1	1	1										1	1
	•																								FYE	FYE	Forecast
Legal Assessors	49	49	47	47	47	46	46	46	45	44	44	44	44	44	44	44									38	44	44
Panel Chairs	33	33	32	32	32	32	32	32	32	32	32	48	48	46	46	44									29	48	48
Total Number of Roles	834	830	823	820	809	809	818	813	812	804	804	818	807	825	834	816									729	818	839
Total Number of Partners	670	666	666	661	644	644	664	662	662	662	653	662	660	670	676	666									669	662	680

Partner turnover

	2016									2017			2017									2018			16/17	17/18
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	YTD
Voluntary Resignations*	0	1	3	1	0	1	3	2	0	2	3	4	2	1	0	7									20	3
Compulsory Leavers*	3	3	2	16	1	0	0	0	0	0	4	0	2	1	0	24									29	3
Total Leavers (Vol &																										
Comp)	3	4	5	17	1	1	3	2	0	2	7	4	4	2	0	31									49	6
Total Number of																										
Partners	670	666	661	644	644	644	664	662	662	660	653	661	660	670	676	666									658	670
Voluntary Turnover%	0.0%	0.2%	0.5%	0.2%	0.0%	0.2%	0.5%	0.3%	0.0%	0.3%	0.5%	0.6%	3.3%	3.3%	2.9%	3.8%									3.0%	3.3%
Overall Turnover%	0.4%	0.6%	0.8%	2.6%	0.2%	0.2%	0.5%	0.3%	0.0%	0.3%	1.1%	0.6%	7.6%	7.3%	6.5%	8.6%									7.5%	7.3%

^{*}Compulsory Leavers includes agreement not renew ed (failed renew al assessment or changed resource requirements, 8 year rule, voluntary de-registrations)

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 FYE = Final Year End

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^{**} Voluntary Turnover of Partners: for 2016/17 this is calculated by month, for 2017/18 this is a rolling % calculated over the preceding 12 months