

**GENERAL OSTEOPATHIC COUNCIL  
Business Plan  
April 2016-March 2017**

**Monitoring at end of Q1**

### GOsC BUSINESS PLAN 2016-2017

The General Osteopathic Council has agreed a corporate plan for 2016-2019 which commits to achieving the three strategic objectives set out below, over the three year period.

#### Strategic Objectives

1. To promote public and patient safety through patient-centred, proportionate, targeted and effective regulatory activity
2. To encourage and facilitate continuous improvement in the quality of osteopathic healthcare
3. To use our resources efficiently and effectively, while adapting and responding to change in the external environment.

This document, the Business Plan 2016-2017, sets out the aims and detailed activities for the period April 2016 to March 2017, in support of each of the strategic objectives.

#### Legend

**Status**      ● On track      ● Minor delay      ● Cancelled/postponed

**Change**      ↑ Positive      ↓ Negative

## 1. To promote patient and public safety through patient-centred, proportionate, targeted and effective regulatory activity

<b>1.1 Continuing professional development</b>					
<b>Goal:</b> to ensure that osteopaths keep their knowledge and skills up to date, and continually enhance and improve their practice					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Establish a strategy for the further development and implementation of a revised CPD scheme for osteopaths, working in partnership with all osteopathic stakeholders while ensuring appropriate governance oversight.	Professional Standards Communications Registration and Resources	April 2016	●		Governance structures agreed by Council in May 2016. The first meeting of the CPD Partnership Group is planned for September 2016.
Recruit registrants and groups willing to work as 'early adopters' to test and refine the CPD scheme and its resources.	Professional Standards Communications	November 2016	●		Around 80 osteopaths have expressed interest as early adopters so far. We have also recruited groups of osteopaths for workshops to develop small group sessions for osteopaths participating in the pilot. Formal launch of recruitment for early adopters will commence in the late Summer.
Update and publish learning resources that support the new CPD scheme – particularly in relation to communication and consent.	Professional Standards Communications Registration and Resources	December 2016	●		Ongoing.
Review progress and legislative requirements, and consider timescales for introduction of compulsory elements of the CPD scheme.	Professional Standards Regulation Communications	March 2017	●		Ongoing.
Publish new CPD Guidance and related resources.	Professional Standards Communications	March 2017	●		

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Scope and undertake osteopathic continuing professional development evaluation to feed into 'State of Osteopathic Continuing Professional Development' report.	Professional Standards Communications Registration and resources	March 2017	●		Data analysis has commenced.
Conduct communications and engagement activities to support and promote the implementation of a new CPD scheme for osteopaths.	Communications Professional Standards	All year	●		Regular information and promotion in professional media. Direct email invitation to all registrants to recruit Early Adopters planned for late summer. Further targeted invitations to Regional Communications Network, to promote early adoption and 'train the trainer' activities. Meetings with Institute of Osteopathy to agree/plan coordinated activities.
Develop and test robust, web-based infrastructure to support the new CPD scheme.	Communications Registration and Resources	All year	●		
Audit 20% of CPD Annual Summary Forms and 2% of CPD folders to ensure registrants are meeting current standards and to identify good practice and areas for improvement.	Registration and Resources	All year	●		

<b>1.2 Education and training</b>					
<b>Goal:</b> to ensure that osteopathic education is of high quality and continues to evolve to reflect changes in education and healthcare					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Develop and implement strategy for raising awareness of the Guidance for Osteopathic Pre-registration Education.	Professional Standards	December 2016	●		Ongoing. This has featured in training for Education Visitors and OEIs have been asked to disseminate guidance.

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<p>In partnership with OEIs, review standards for undergraduate education and identify any need for additional standards for delivery of the curriculum, training, learning or assessment to support high quality and safe patient care (including any additional guidance on boundaries).</p>	<p>Professional Standards</p>	<p>June 2016</p>	<p>●</p>		<p>Ongoing. Meeting with the Chair of the Council of Osteopathic Educational Institutions planned.</p> <p>We are also developing specific collaborative research proposals in conjunction with another regulator in relation specifically to boundaries for further consideration.</p>
<p>In partnership with OEIs, identify any themes from GOPRE that can be used to undertake thematic reviews as part of the quality assurance process.</p>	<p>Professional Standards</p>	<p>September 2016</p>	<p>●</p>		<p>As above.</p>
<p>In partnership with the Council for Osteopathic Educational Institutions, develop mechanisms for bringing together faculty from different OEIs to identify challenges in the delivery of osteopathic education, including through collective solutions and CPD opportunities for faculty.</p>	<p>Professional Standards</p>	<p>March 2017</p>	<p>●</p>		<p>Discussion at GOSc/OEI meeting took place on 23 May 2016 included discussion on this item.</p>
<p>Identify and share areas of good practice from Annual Reports in teaching, learning and assessment.</p>	<p>Professional Standards</p>	<p>June 2016</p>	<p>●</p>		<p>Good practice from annual report analysis disseminated to OEIs in April 2016. Good practice seminar to take place in September 2016.</p>
<p>Continue to monitor and enhance the quality of osteopathic education by: ensuring appraisal and training of Education Visitors; undertaking periodic quality assurance reviews; agreeing changes to Annual Reports; collecting and analysing data and disseminating findings, feedback and good practice to the sector; monitoring action plans, conditions and requirements; monitoring course closure plans.</p>	<p>Professional Standards</p>	<p>All year</p>	<p>●</p>		<p>Training of Visitors took place in March 2016. Further training is being planned for March 2017.</p> <p>Visitors appointed for three RQ visits during 2016.</p> <p>June 2016 – statutory Education Committee considered a range</p>

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					of activity in relation to quality assurance including follow up to annual reports, consideration of changes reported under general conditions and course closure plans.
Complete engagement process on quality assurance discussion document, report findings and complete development of new proposals and method (in conjunction with quality assurance partner).	Professional Standards	March 2017	●		A presentation is planned to Council on 12 July 2016 to provide an update on our quality assurance activity and progress on the quality assurance review.
Work with OEIs to continue to develop patient involvement in the delivery of osteopathic education.	Professional Standards Communications	All year	●		Ongoing.
Continue to promote professionalism within OEIs, and among students and faculty.	Professional Standards Communications	All year	●		Ongoing.
Conduct annual programme of on-campus GOsC presentations to osteopathic students to support training outcomes, embed understanding of the role of the GOsC, and assist transition into practice.	Professional Standards Communications Registration Regulation	All year	●		Ongoing.
Further develop targeted communications for osteopathic students to support transition into practice.	Communications	All year	●		Registration packs including dedicated guide ( <i>Introducing the GOsC – a guide for new registrants</i> ), provided to all new registrants.

<b>1.3 Fitness to practise</b>					
<b>Goal:</b> to ensure patient safety by taking effective, timely and proportionate action on complaints about osteopaths					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Manage the complaints caseload in an efficient, effective, fair and timely way seeking to achieve a	Regulation	All year	●		Ongoing.

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target of 12 months for the majority of fitness to practise complaints to reach a hearing.					
Continue to monitor Quality Assurance Framework, including internal/external audits and peer review of decision making.	Regulation	All year	●		External audit of final PCC decisions in the year ending December 2015 took place in March and April 2016.
Review Indicative Sanctions Guidance and Hearings guidance.	Regulation	November 2016	●		
Provide training as required to fitness to practise panellists, including the provision of an annual training day for IC members and an annual training day for PCC/HC members.	Regulation	All year	●		Induction training was provided to new IC/PCC members on 17 May 2016. The annual IC training day took place on 17 June 2016.
Communicate case learning points, PSA advice, relevant case law and regulatory developments to GOsC Committee members (and arrange training where necessary).	Regulation	All year	●		
Implement any changes to procedures recommended by the PSA's initial stages audit, the Performance Review or other source.	Regulation	All year	●		
Seek to enhance the pool of osteopathic expert witnesses acting in fitness to practise cases and arrange dedicated training.	Regulation	Timing TBC	●		
Develop and implement a performance review scheme for legal assessors.	Regulation	Timing TBC	●		
Implement new data collection on complainants and registrants.		Timing TBC	●		
Review and consult on options for the use of legally qualified chairs.	Regulation	March 2016	●		A paper covering legally qualified chairs and hearings without legal assessors was considered by the OPC in February 2016
Review and consult on options for the introduction	Regulation	March 2016	●		A paper was presented and

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of case examiners.					discussed at the OPC meeting in February 2016
Review and enhance existing PCC bank of conditions.	Regulation	Timing TBC	●		
Review best practice across regulators for the support and information provided to registrants and identify proposals for consideration by the Policy Advisory Committee.	Regulation	June 2016	●		

<b>1.4 Registration</b>					
<b>Goal:</b> to ensure that only those eligible to do so practise as osteopaths in the UK and to increase understanding, awareness and use of the register					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Ensure compliance with the Osteopaths Act 1993 and the underpinning Registration Rules and identify enhancements to existing registration processes.	Registration and Resources Regulation	All year	●		Ongoing.
Ensure the quality of registration assessments, including the training and appraisal of GOsC registration assessors and return to practice reviewers, moderation meeting facilitation and regular communications and evaluation.	Professional Standards, Registration and Resources	All year	●		Planning activity for training taking place in the Autumn is underway.
Seek feedback from those using or applying our registration processes (including registrants, registration applicants and registration assessors) in order to better understand their experiences and improve our registration system.	Registration and Resources Communications	All year	●		
Ensure compliance with the amended EU Directive 2013/55/EU, identifying enhancements to existing registration processes, if needed.	Registration and Resources	All year	●		Ongoing.
Implement a new system for auditing evidence of professional indemnity insurance held by registrants.	Registration and Resources	Timing TBC	●		
Continue to establish a network of contacts with peers in other regulatory bodies and similar	Registration and Resources	All year	●		



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organisations to share experiences and best practice.					
Continue to encourage osteopaths to promote awareness of their registered status and the GOsC Register – monitoring levels of registrant take-up.	Communications	All year	●		As of 16 June 2016, 1,600 Marks have been issued to osteopaths. Ongoing promotion in professional media. Audit of osteopaths' websites to ensure compliance re use of Registration Marks, GOsC logo and now defunct Certification Mark. To date, 800 osteopath websites have been audited.
Seek to develop greater awareness of the Register and the GOsC's regulatory role within the wider healthcare community.	Communications	All year	●		April and June 2016: Media activity around Section 32 prosecution (Bruce Carnegie) and removal from the Register due to a fitness to practise decision (Nigel Graham), leading to local media coverage.
Seek to develop links with European Competent Authorities to facilitate registration and information exchange.	Chief Executive Registration	All year	●		Meetings being sought with French and Portuguese authorities.
Scope review of registration assessments to ensure proportionality of GOsC requirements, particularly for applicants from countries where osteopathy is already regulated.	Professional Standards, Registration and Resources	March 2017	●		
Undertake review of registration assessment costs and implement revised charges.	Registration and Resources and Professional Standards	March 2017	●		An electronic survey collating feedback about time taken and costs has been developed and will shortly be disseminated to all assessors and applicants.
Investigate individuals identified or reported to GOsC as incorrectly describing themselves as	Regulation	All year	●		

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osteopaths, write 'cease and desist' letters to them, and prosecute those who ignore such letters.					
Monitor activity of individuals removed from the Register during 2014-15, identified in accordance with procedures agreed with Registration Department (writing 'cease and desist' letters and prosecuting them as necessary, as described above).	Registration, Regulation	All year	●		Ongoing.

<b>1.5 Patient involvement and engagement</b>					
<b>Goal:</b> to put patients, patient-centred regulation and patient-centred healthcare at the heart of our work					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Assess all policy development activities at the outset to ascertain patient and public involvement (PPI) requirements and develop/implement a public and patient engagement plan where appropriate.	Communications	All year	●		Ongoing. Promotion of OPS review via HealthWatch England and other public/patient networks. Social media promotion of new GOsC witness guidance.
Continue to recruit members to the GOsC Patient Partnership Group, keeping members informed and engaged.	Communications	All year	●		Ongoing
Strengthen partnerships with patient representative groups, including HealthWatch England and equivalent networks in Scotland, Wales and Northern Ireland, to expand GOsC access to patients and to increase awareness of osteopathy as a regulated practice.	Communications	All year	●		Feb-May 2016: positive engagement with HealthWatch network, Scottish Health Councils, Welsh CHCs and Northern Ireland Patient Client Council around promotion of OPS review.
Ensure adequate and appropriate patient/public input into the review of the <i>Osteopathic Practice Standards</i> .	Communications	July 2016	●		Comprehensive engagement: Feb-end May 2016 with GOsC Patient Partnership Group, patient/public representative organisations, indemnity

					insurers and other healthcare regulators.
Introduce new GOsC Witness Guidance (including leaflets and on-line information).	Regulation Communications	May 2016	●		Launched May 2016 'Witness Guidance' leaflet and introductory video for witnesses
Seek feedback from the public and patients to assess the quality of key GOsC public information and implement improvements to content and format where required.	Communications	All year	●		

**2. To encourage and facilitate continuous improvement in the quality of osteopathic healthcare**

<b>2.1 Standards and professionalism</b>					
<b>Goal:</b> to promote high standards of practice and professionalism in the osteopathic profession					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Develop and implement a communications and engagement strategy to support and promote the 2016-17 revision of the <i>Osteopathic Practice Standards</i> (OPS).	Communications Professional Standards	All year	●		Targeted communications and engagement strategy for the OPS review: February-May 2016, including: <ul style="list-style-type: none"> <li>dedicated website (<a href="http://standards.osteopathy.org.uk">http://standards.osteopathy.org.uk</a>), to allow respondents to easily access and navigate the standards and lodge comments, publicly or privately. Promotional video, presentations, and features in the professional media. At the end of the review 334 comments had been submitted on the site, with</li> </ul>

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				<p>29 email submissions.</p> <ul style="list-style-type: none"> <li>• Introductory video: 383 views.</li> <li>• Lead story in January-May news e-bulletin</li> <li>• Targeted email to all registrants</li> <li>• <i>The osteopath</i> magazine: Feb/March 2016 – launch of review; focus on Communication and Patient Partnership, and Knowledge, Skills and Performance. April/May 2016 – Safety and Quality in Practice, and Professionalism. June-July 2016 – update on review progress.</li> <li>• ● zone: ongoing news items</li> <li>• Flyer in renewal of registration packs March-May.</li> <li>• Targeted emails to / engagement with education providers, osteopathic representative organisations, students, local groups, health and social care regulators, indemnity insurers, registration assessors, legal assessors, private health insurers, government departments,</li> </ul>
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					patients and the public, GOsC staff and governance structure.
Undertake desk research to support the review of the <i>Osteopathic Practice Standards</i> .	Professional Standards	July 2016	●		Desk research, review of literature and perspectives ongoing – also supplemented with face to face meetings to gain feedback on our specific standards in a range of contexts to support a rounded review. We have also met with an osteopath who works within the NHS to gather feedback from a different context on the standards.
Undertake comprehensive call for evidence, engaging with a range of stakeholders; review and analyse evidence.	Communications Professional Standards	February to September 2016	●		See above.
Redraft the <i>Osteopathic Practice Standards</i> , prepare for consultation, and consult.	Professional Standards	December 2016 to March 2017	●		
Scope need for supplementary guidance and learning materials to support greater understanding and effective use of the <i>Osteopathic Practice Standards</i> .	Professional Standards Communications	March 2017	●		
Work with the Institute of Osteopathy on the development of its 'Patient Charter' and with the Osteopathic Development Group on the development of Service Standards for the osteopathic profession.	Chief Executive Communications	All year	●		

<b>2.2 Capacity building</b>					
<b>Goal:</b> to ensure that the osteopathic profession continues to develop its capacity to improve patient experience and high quality care					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Develop a communications programme to encourage awareness of and engagement in projects to support the development of the profession	Communications	All year	●		Along with features in the professional media, launch of dedicated ODG website: <a href="http://osteodevelopment.org.uk">http://osteodevelopment.org.uk</a> - May 2016. Complementary quarterly ODG bulletin planned for the summer.
<p>Continue to provide support for Osteopathic Development Group projects including:</p> <ul style="list-style-type: none"> <li>• Leadership – provide financial and administrative support for second year of osteopathic leadership programme.</li> <li>• Service standards – work with the Institute of Osteopathy on development and integration of proposed service standards and patient charter.</li> <li>• Mentoring – support the implementation of recommendations resulting from completion of phase 1 of the ODG mentoring project.</li> <li>• Advanced practice – support the implementation of recommendations resulting from completion of phase 1 of the ODG advanced practice project.</li> <li>• Regional support – with the Institute of Osteopathy, promote capacity building within local osteopathic groups to contribute to the development of the profession and the new CPD scheme.</li> <li>• International – continue to support and promote the use of the new resources on international osteopathy developed by the ODG.</li> </ul>	Communications Professional Standards Chief Executive	All year	●		<p>Leadership – first workshop for second year of programme completed</p> <p>Service standards – standards agreed by ODG board</p> <p>Mentoring – research phase complete</p> <p>ACP – research phase near completion</p> <p>Regional support – support guide developed and seeking feedback</p> <p>International – dedicated website launched: <a href="http://osteointernational.uk">http://osteointernational.uk</a></p> <p>PROMs – a pilot study of a PROM tool has concluded and roll-out to the profession has commenced. PROMs activity regularly promoted in osteopath media.</p>

<ul style="list-style-type: none"> <li>PROMs – promote the work of NCOR on patient reported outcome measures and other reporting tools.</li> </ul>					
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<b>2.3 Research, practice and regulation</b>					
<b>Goal:</b> to use evidence from data collection, risk analysis and research to inform the development of osteopathic regulation and practice					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Engage with the Professional Indemnity Insurance Providers and the professional association to review 2015 complaints/claims data; identify trends; agree action, and review/revise data collection and dissemination strategy for 2016.	Communications Regulation	All year	●		NCOR final report on 2015 data considered at PAC in June 2016 and disseminated to participating organisations.
Continue to support the National Council of Osteopathic Research as a means to increase research awareness and research activity within the osteopathic profession.	Communications	All year	●		Ongoing. Dedicated section in the bi-monthly <i>the osteopath</i> magazine.
Analyse data relating to individual registrants subject to complaints to identify ways to improve standards and reduce the risk of complaints.	Regulation Communications	Subject to initial scoping 2015-16	●		
Continue to develop work in relation to values in practice to support the development of the <i>Osteopathic Practice Standards</i> and new CPD scheme.	Professional Standards	All year	●		We are working to develop a proposal in collaboration with other regulators and the Collaborating Centre for Values Based practice to explore links between particular activities or dialogue and patient feedback for further consideration.

### 3. To use our resources efficiently and effectively, while adapting and responding to change in the external environment

<b>3.1 Service quality and engagement</b>					
<b>Goal:</b> to enhance the quality of service that we provide to patients and the public, registrants and our other stakeholders					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Continue to identify opportunities for enhancing customer service standards, and implement.	Communications	All year	●		Customer service audit conducted May-June 2016. During the survey period a total of 251 links to the survey were sent out, 39 in response to enquiries by telephone and 212 in response to enquiries by email; 27 responses received. The majority of people who responded (78%) had contacted us initially by telephone, although more links to the survey were sent to people who had enquired by email. Findings were very positive and indicated staff working well within the GOsC service standards. A full report on the findings and action arising will be made to the June meeting of the Audit Committee.
Review GOsC feedback mechanisms, with a view to improving stakeholder feedback opportunities, services and communications.	Communications	All year	●		Specific feedback is now being sought from registration assessors and applicants systematically which is a new development this year.
Develop a new GOsC Communications and	Communications	May 2016	●		Implemented from May 2016.



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<p>Engagement Strategy to ensure our communications are diverse, targeted, informative and effective – working with others to increase our impact wherever possible.</p>					
<p>Ensure high quality consultation and engagement on policy and operational developments, including use of the GOsC Patient Partnership Group.</p>	<p>Communications</p>	<p>All year</p>	<p>●</p>		<ul style="list-style-type: none"> <li>• OPS review: March-end May 2016. Received over 360 comments from osteopaths, education providers, local groups, Institute of Osteopathy, indemnity insurers, patients, other health professionals and from within GOsC.</li> <li>• Students with a disability or health impairment: Draft Guidance for Osteopathic Educational Institutions: 1 April-30 June 2016</li> <li>• Draft Guidance for applicants and students with a disability or health impairment: 1 April-30 June 2016</li> <li>• Draft Guidance about Professional Behaviours and Fitness to Practise for Osteopathic Students: 1 April-30 June 2016</li> <li>• Student Fitness to Practise: Draft Guidance for Osteopathic Educational Institutions: 1 April-30 June 2016.</li> </ul>

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					<ul style="list-style-type: none"> <li>GOSc focus group on health and disability guidance for students and OEIs: 14 June 2016. Positive feedback received from participants.</li> </ul>
Continue to provide GOSc representation at appropriate healthcare conferences/exhibitions across the UK to promote awareness of osteopathic regulation, registration and practice standards, and foster partnerships.	Communications	All year	●		<p>GOSc representation on steering group for Scottish Regulation conference: 31 October 2016, Edinburgh.</p> <p>Poster abstract for the Altogether Better Health Conference by the Centre for the Advancement of Inter-professional Education has been accepted for presentation in September 2016.</p>
<p>Continue to support regular engagement activities and events including:</p> <ul style="list-style-type: none"> <li>Meetings of the Regional Communications Network</li> <li>Meetings with osteopathic educational institutions</li> <li>Ongoing work with faculty in osteopathic educational institutions</li> <li>The work of the Osteopathic Development Group</li> <li>A programme of visits to local osteopathic groups</li> <li>A programme of visits to advanced practice osteopathic groups and CPD providers.</li> </ul>	Professional Standards Chief Executive Communications	All year	●		Ongoing.
Continue to provide high quality information to support registrants' engagement with the GOSc	Communications Regulation	All year	●		<p><i>The osteopath:</i></p> <ul style="list-style-type: none"> <li>April/May</li> </ul>

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including through: <ul style="list-style-type: none"> <li>• Publication of six issues of <i>the osteopath</i> magazine</li> <li>• Regular news e-bulletins and fitness to practise e-bulletins</li> <li>• Use of social media.</li> </ul>					<ul style="list-style-type: none"> <li>• June/July News e-bulletins distributed:</li> <li>• April-June Fitness to practise bulletin:</li> <li>• April 2016. Regular tweets/Facebook postings, to help us to extend our reach among stakeholders.</li> </ul>
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<b>3.2 Economy, efficiency and effectiveness</b>					
<b>Goal:</b> to operate efficient, economic and effective operational systems and processes					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Implement a new IT Strategy and embed the aims and objectives within the wider staff team.	Registration and Resources	November 2016	●		Draft IT Strategy considered by SMT in June 2016.
Establish a staff IT working group to share best practice, knowledge and experience.	Registration and Resources	December 2016	●		
Review our mechanisms to ensure we routinely seek feedback from the users of IT about their experiences and satisfaction with the technologies employed.	Registration and Resources	December 2016	●		
Explore our methods of communication and identify where we can use different technologies to interact with applicants, registrants and other customers of Registration, including through paperless working.	Registration and Resources	All year	●		
Tender for new arrangements for the provision of external legal services.	Regulation and Registration and Resources	March 2017	●		
Developing the Integra system to increase its functionality to suit fitness to practise case management requirements.	Regulation and Registration and Resources	December 2016	●		
Review cancellation fees for Committee members and reading fees for PCC/HC.	Regulation	June 2016	●		Review completed and approved by RaAC and Council.

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<b>3.3 Governance</b>					
<b>Goal:</b> to operate with high standards of corporate governance and respond effectively to changes in the external environment					
<b>Activity</b>	<b>Lead</b>	<b>Timing</b>	<b>Status</b>	<b>Change</b>	<b>Comments</b>
Provide regular reports to Council on progress against the business plan, and on financial, asset and risk management.	Chief Executive	All year	●		Ongoing.
Engage with the new PSA Performance Review process, through regular data reporting and acting on issues arising from the performance review process and associated audits.	Chief Executive, Registration and Resources, Regulation	All year	●		PSA Performance Review completed, final report published.
Complete any new appointments to the governance structure, including where necessary using the appointments procedure approved by PSA.	Chief Executive	All year	●		Recruitment process for two Council members commenced.
Provide induction and ongoing training for new and existing Council members and other non-executives.	Chief Executive, Regulation	All year	●		Council, PCC and IC inductions completed.
Develop and implement a new staff and non-executive whistleblowing policy.	Chief Executive	July 2016	●		Due to be considered by Council in July 2016
Organise training day for potential registrant applicants for Council and other non-executive roles.	Chief Executive	October 2016	●		Planned for September 2016s
Prepare an Annual Report on activities undertaken in year and submit to Parliament.	Chief Executive Registration and Resources Communications	June to September 2016	●		Due to be considered by Council in July 2016.
Develop and implement transition plan for charity registration.	Chief Executive, Registration and Resources	July 2016	●		Application to be completed July 2016. Training planned for Council October 2016.
Continue to engage with the Department of Health and other regulators on potential changes to legislation.	Chief Executive	All year	●		Ongoing.