

GENERAL OSTEOPATHIC COUNCIL

Minutes of the 65th meeting of the General Osteopathic Council held in public on Wednesday 18 November 2009 commencing at 10.00am at Osteopathy House, 176 Tower Bridge Road, London, SE1 3LU.

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Chair: Professor Adrian Eddleston (**until 12.30pm**)

Present:

Geraldine Campbell	Brian McKenna
John Chuter (Chair from 12.30pm)	Kenneth McLean
Paula Cook	Robin Shepherd
Jonathan Hearsey	Julie Stone
Nick Hounsfeld	Fiona Walsh
Professor Ian Hughes (from 10.35am))	Jenny White
Kim Lavelly	

In attendance:

Evlynne Gilvarry, Chief Executive & Registrar (CE)

Fiona Browne, Head of Professional Standards
Alan Currie, Head of Registration and MIS
Matthew Redford, Head of Finance & Administration
Velia Soames, Head of Regulation
Brigid Tucker, Head of Communications

Marcus Dye, Professional Standards Manager
Jane Quinnell, Clerk to Council

1. It was confirmed that the order of the agenda for both the public and private session of the meeting would be adjusted as the Chairman would be required to leave the meeting at 12.30pm. The Treasurer would, with members' agreement, take over chairing the meeting. It was proposed that the meeting consider the draft Corporate Plan 2010-2013 (public item) and the GOsC Reward Strategy (private item) first.
2. Nigel Graham from the British Osteopathic Association was welcomed as an observer.

APOLOGIES

3. There were no apologies.

QUESTIONS FROM OBSERVERS

4. There was none

CORPORATE PLAN 2010-2013

5. The Chief Executive presented the draft Corporate Plan 2010 – 2013 as reflecting the work undertaken by the Council at a Strategy Planning session in September 2009. It aimed to set out the GOsC's strategic objectives for the 3 year cycle, indicating under

each objective the work projects necessary to achieve it and also included a high level risk analysis. The Corporate Plan, once agreed, would be underpinned by a detailed, fully costed business plan for each year of the planning cycle. Work would begin on the business plan for 2010/11 straight away and would be presented in the first instance to the Finance and General Purposes Committee in February. The Executive was praised for producing a high quality draft plan and a number of amendments were suggested. The Chief Executive confirmed that these would be incorporated. The Executive noted the discussions in order to amend and enhance the draft Plan where necessary.

6. **Agreed:** to approve the draft Corporate Plan 2010-2013, subject to the suggested amendments. The final Plan would be formatted for publication on the GOsC website and the o zone in December.

The Council then moved into private session to consider the item on GOsC Reward Strategy.

12.15 The Council returned to public session and Margaret Wolff, Chair of the Health Committee, joined the meeting as an observer.

GOsC APPRAISAL SCHEME

7. The Council received a presentation on a new appraisal scheme for all members of the GOsC's governance structure. The presentation by Cumberlege Connections, the consultancy who designed the scheme on behalf of the GOsC, outlined:
 - a. The design criteria for the development of the Scheme
 - b. Who had been involved in the developmental work
 - c. What had been done from initial briefing through to piloting phase
 - d. The purpose of the Appraisal Scheme
 - e. The process and paperwork
 - f. The Behavioural Evaluation Form

12.30 The Treasurer assumed the chair.

8. Members were then invited to put questions to the presenters on the scheme. Osteopath members expressed some concern that their particular skills might not be recognised by the appraisal process. It was confirmed that the appraisal scheme would test a number of core skills required of all osteopaths e.g. related to good governance and also the application of special expertise where relevant e.g. consumer engagement and equality and diversity
9. **Noted:** once the final pilot was completed, the Scheme would be implemented.

REVALIDATION

10. The Council considered a report on the outcome of the first round of consultation with the osteopathic profession on revalidation. It also considered a paper setting out the next steps in the Revalidation programme together with a governance structure to oversee this work.
11. The consultation findings, which had been independently analysed, arose from written responses submitted by osteopaths and recordings of the proceeds of 6 meetings held in the regions and in Scotland from March to June 2009. The key findings were presented by Abi Masterson who also highlighted the issues for consideration in the implementation process. In the ensuing discussion, members made the following observations:

- a. The assessment process employed in revalidation was important to all, particularly the calibre of the assessors, and how were they remunerated ie any incentive for unbiased results on assessment. The overriding aim should be towards achieving fairness and consistency in assessment
- b. The issue of mutual recognition of continuing professional development between regulators should be explored where relevant.
- c. It was concerning that only 10% of the profession had returned written answers to the consultation and there was no way of discerning what overlap there was between respondents in writing and those 1,000 osteopaths who had attended the regional consultation events.
- d. It was also a matter of concern that a majority of the profession had chosen not to engage with the process and may not understand the revalidation proposals.
- e. Remediation was a key issue including the question of who would pay for this
- f. It was critically important to redouble efforts to communicate fully the details of the proposed Revalidation scheme with a particular emphasis on reaching 'disaffected' osteopaths. A telephone survey or a personal letter from the Chairman was suggested.
- g. Careful thought would need to go into a meaningful patient and public involvement on revalidation.
- h. The timetable for the work plan set out in the paper was ambitious.

It was confirmed by the Executive that revalidation updates featured regularly in *The Osteopath* and also on the o zone.

12. **Agreed:** to publish the findings from the consultation.
13. The Council went on to consider the paper setting out next steps in the Revalidation programme and also outlining a governance structure to oversee the work. Members requested that a diagrammatic representation of the working groups that would make up the governance structure be circulated as an aid to clarity. It was also requested that the circular would include details of the terms of reference of each working group.
Agreed: The Head of Professional Standards would circulate a flowchart depicting the governance arrangements for revalidation and draft terms of reference for the following three working groups:
 - a. Revalidation Standards and Assessment Working Group
 - b. Revalidation PPI Group
 - c. Research Working Group.
14. **Noted:** that the GOsC would receive a grant of £235,000 from the Department of Health in 2009/2010.to go towards the costs of developing the revalidation scheme.

The Chairman returned to items on the agenda postponed earlier.

MINUTES

15. The minutes of the public session of Council held on 15 July 2009 were signed as a true record.

MATTERS ARISING

16. National Osteopathic Archive (NOA) It was confirmed that the NOA would be taking up the space offered on the top floor of Osteopathy House for 3 years. The NOA has established a small steering group to deal with the archive material because there was now so much that it would be stored at 3 separate sites. The GOsC archive would house the GCRO material. The archivist would be taking away the CGCRO material shortly to catalogue it. Furniture at Osteopathy House has been adapted for storage purposes and the NOA was planning on scanning all material so that it would be available on line.

CHAIRMAN'S REPORT

17. In light of the Chair's absence, his report would be deferred to the next meeting of the Council in January 2010.

CHIEF EXECUTIVE'S REPORT

18. Council for Healthcare Regulatory Excellence (CHRE) The annual cycle of CHRE's Performance Review of all regulatory bodies had begun. The GOsC's self-assessment against set standards was due for submission by 18 December 2009 to be followed by CHRE's preliminary view on the self-assessment, with an opportunity for the GOsC to add any supplemental evidence, in February 2010. The Review meeting with CHRE would take place in March 2010 and then the CHRE planned to produce a draft report on its review of all the regulatory bodies in April. The CHRE would make its final report to the 4 UK parliaments in June/July 2010.
19. CRM System All back office functions had successfully been transferred to a new management database system which went live in September. The project was implemented successfully and all staff and, in particular the Head of Registration and MIS, were to be complimented.
20. Osteopathic Patient Expectations (OPEn) Project The contract for this work was currently being re-negotiated to allow more time to complete the project. Therefore the final report, originally due in December 2009 would now be produced in April 2010. The study would help the GOsC gain a better understanding of public and patient expectations, and experience of osteopathic care.
21. GOsC Equality Scheme The GOsC Equality Scheme, approved by the Council in June 2008, was supported by an Action Plan which was currently being implemented. With a view to strengthening the Scheme further, the advice of an independent expert in equality issues had been sought on how best to engage individuals with disabilities. Two focus group meetings with disabled patients and osteopaths were held in November and the information gathered would be used to review and enhance the Equality Scheme and Action plan.
22. Consultations The results of the consultations on the Osteopathic Practice Framework and the Osteopathic Practice Standards would be considered at the January Council meeting in 2010.
23. Written reports and minutes of Council meetings **Agreed:** The Chairman and the Chief Executive would provide written reports in the future covering items not covered elsewhere on the agenda. Minutes of meetings of the Council would be circulated as soon as they were approved by the Chair.

DATES OF COUNCIL AND COMMITTEE MEETINGS FOR 2010-2011

24. **Agreed:** the dates for Council and Committee meetings for 2010-2011. The Council and Education Committee meetings' dates would be published in *The Osteopath* and on the public website and the o zone.

COMMITTEE REPORTS/ITEMS TO NOTE

Audit Committee

25. Mr Clarke, the Chair of the Audit Committee, was unable to be present for the meeting. The Council noted the minutes. It was confirmed that the Chair of the Audit Committee was taking steps to fill the outstanding lay vacancy on the Committee.

Education Committee

26. The Chair of the Education Committee presented the minutes of the last meeting. He confirmed that 3 registration assessors had been appointed and were currently undergoing training. There were no questions.

Finance & General Purposes Committee

27. The Treasurer presented the minutes of the last meeting. He confirmed that a tender process to identify a suitable provider of investment advice was about to begin. There were no questions.

Fitness to Practise Committees

28. Modus Operandi of fitness to practise committees and panels The Head of Regulation presented the short paper setting out the modus operandi of the fitness to practise committees and panels aimed at ensuring appropriate accountability to the Council..
29. Number of panellists on Professional Conduct Committees' (PCC) hearings The Head of Regulation referred members to an email she had recently sent to all Council members notifying a change to the number of panellists sitting on PCC hearings. In future, except in longer cases, PCC panels would comprise 3 individuals, 2 lay and one osteopath. This measure was prompted in part by the need to clear a backlog of cases which had arisen primarily due to an increase in referrals from the Investigating Committee and the difficulty, due to panellists' availability of being able to list 2 cases in one week. The Head of Regulation confirmed that there may be a need to appoint more osteopaths to the pool of panellists. However, a balance had to be struck between having sufficient panellists and providing enough sitting opportunities to ensure skills remained honed.
30. **Noted:** that PCC hearing panels would be composed of 3 members rather than 5 members except in cases likely to run longer.

Fitness to practise committee reports

31. Investigating Committee (IC) John Mundy, Chair of the IC, presented a written report and drew the attention of members to some changes to procedure being considered by the Investigating Committee..

32. Professional Conduct Committee (PCC) The Chair of the Health Committee presented a written report prepared by the Chair of the PCC who was unable to attend meeting. The Council noted that the Regulation department was taking steps to increase the number of hearings which would take place in 2010 to ensure that cases were dealt with in a timely manner. The Chair of the PCC had identified a number of potential improvements in procedures and these were currently under consideration
33. Health Committee (HC) Margaret Wolff, Chair of the HC, presented a written report. Further training of Committee members on the implications of the Disability Discrimination Act for fitness to practise cases involving health issues was requested and would be provided.

ANY OTHER BUSINESS

34. Osteopathy House The cleaning of the front of Osteopathy House had now been completed.
35. Review of Governance documentation Members were requested to return any comments on the draft documentation by 27 November 2009.
36. GOsC Values The Council considered values at the recent Strategy meeting in September. Some of the work of the Council was anticipatory and it was agreed that the values would be amended to reflect this.

QUESTIONS FROM OBSERVERS

37. There were no questions.

DATE OF NEXT MEETING

38. Tuesday 19 January 2010 at 10.00am.

The meeting moved into private session. Geraldine Campbell left the meeting.