

Council, 24 September 2014

Secretariat report

Executive summary and recommendations

**Introduction**

The report provides an update about the activities of the Secretariat Department.

**Decision**

The Council is requested to discuss the report.

**Background information**

None

**Resource implications**

None

**Financial implications**

None

**Appendices**

None

**Date of paper**

11 September 2014

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## **Secretariat Department – Council meeting, 24 September 2014**

The following provides an update about some of the work of the Department.

### **Appointments – Independent member of the Audit Committee**

Interviews took place on 3 September 2014 and an appointment decision was made. The Council is asked to ratify the decision of the interview panel at this meeting.

### **Appointments – Council members**

The process to recruit three lay members and one registrant member of the Council commenced on 4 August 2015. The vacancies were advertised in a variety of national and professional media. The closing date for applications was 12 September 2015. Interviews will take place between 21 and 23 October 2014, with the appointments expected to be made from 1 January 2015.

The Department has begun planning for the appointment of a new Chair of Council. The Council is being invited to discuss the competencies for the Chair role at this meeting.

The current timetable would see the Council being invited to sign off the process for the recruitment exercise at its meeting in December 2014.

### **Freedom of Information and Data protection**

In recent months we have received the following numbers of FOI / DPA requests.

May	52
June	54
July	48
August	47