

28 February 2020

UKPHR CONSULTATION

*in relation to*

Registration fees and other fees and charges

from July 2020 to June 2021

|  |  |
| --- | --- |
| Title | **Registration fees for 2020-21** |
| Commencement Date | **Friday 28 February 2020** |
| Date consultation closes | **Monday 30 March 2020, 10.00hrs** |
| Send responses to | David Kidney, Chief Executive  UKPHR, 18c McLaren Building,  46, Priory Queensway, Birmingham B4 7LR  Email: [register@ukphr.org](mailto:register@ukphr.org) |
| Or complete online survey | <https://www.surveymonkey.co.uk/r/ZT7KHV3> |

**UKPHR CONSULTATION i*n relation to***

**Registration fees for 2020-21**

This consultation

At the meeting of UKPHR's Board held on 18 February 2020 the Company's budget for the Financial Year 2020-21 was considered.

As part of the budget process, the Board reviewed UKPHR’s actual financial performance against the budgeted finances in 2019-20. Key findings were:

* Registrant numbers continue to grow and income from registration fees was broadly in line with the budget;
* Most costs were also in line with the budget, with some excesses in IT provision, QA & training and legal professional fees.

Major projects for introducing revalidation for specialist registrants and amending the standards for practitioner registration were completed within budget.

The Board identified cost savings going forward, for example in relation to office costs, however these savings alone will not be enough to ensure that the organisation remains financially sustainable for the future. Projects still underway in the coming Financial Year will include an e-portfolio for the new SRbPA route and introduction of revalidation for practitioner registrants.

The Board therefore intends to increase registration fees and other fees and changes with effect from 01 July 2020 by around 3 per cent and seeks views of registrants and other stakeholders on these proposals.

Registration fees

For 2019-20 registration fees have been as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Category of registrant** | **Current fee** | **Increase on the previous year** | **Percentage increase** |
| Specialist | 327 | 6 | 1.87% |
| Specialty Registrar | 104 | 2 | 1.96% |
| Practitioner | 104 | 2 | 1.96% |

For 2020-21, the Board’s proposed increases would result in registration fees as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Current fee £** | **Increase £** | **% increase** | **2020-21 £** |
| Specialist | 327 | 9 | 2.75% | **336** |
| Specialty Registrar | 104 | 4 | 3.85% | **108** |
| Practitioner | 104 | 4 | 3.85% | **108** |

In opting for a proposed increase of around 3 per cent, the Board took into account that:

* Price inflation, measured by the Government’s preferred CPIH measure, rose by **1.40 per cent** in the 12 months to December 2019.
* Measured by RPI, inflation was **2.2 per cent** over the same period
* Median full-time weekly earnings increased **3.2 per cent** (September-November)

*Source: ONS*

The Board considered four years ago whether to increase registration fees significantly to cover the additional cost to UKPHR of three major developments: introducing revalidation, replacing existing specialist portfolio assessment routes with a new retrospective portfolio assessment route and the first review of practitioner registration.

The Board decided on a strategy of gradual increase in registration fees for so long as would be necessary to complete these developments.

The Board also committed not to introduce any new additional fees payable by registrants for UKPHR’s revalidation operations.

Other fees and charges

In 2019-20, the Board decided to keep other fees and charges at the same level as the previous year. This kept these charges as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Other registration fees and charges** | | | | | |
| **2018-19** | | | **2019-20** | | |
| **Practitioner** | **Specialist** | **Specialty Registrar** | **Practitioner** | **Specialist** | **Specialty Registrar** |
| Specialist Portfolio Assessment Fee | - | £510 | - | - | £510 | - |
| SRbPA preapplication fee | - | £102 | - | - | £102 | - |
| Restoration Administrative Fee | £42 | £80 | £42 | £42 | £80 | £42 |
| Arrears of fees payable on Restoration | Varies depending on total arrears accumulated | | | | | |

For 2020-21, the Board’s proposed increases would result in other fees and charges as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Other registration fees and charges** | | | | | |
| **2019-20** | | | **2020-21** | | |
| **Practitioner** | **Specialist** | **Specialty Registrar** | **Practitioner** | **Specialist** | **Specialty Registrar** |
| Specialist Portfolio Assessment Fee | - | £510 | - | - | £525 | - |
| SRbPA preapplication fee | - | £102 | - | - | £105 | - |
| Restoration Administrative Fee | £42 | £80 | £42 | £45 | £84 | £45 |
| Arrears of fees payable on Restoration | Varies depending on total arrears accumulated | | | | | |

In opting for a proposed increase of around 3 per cent, the Board took into account the need to keep fees and charges up to date and for income from these fees and charges to contribute fairly to the organisational effort.

Financial implications

If the increases in registration fees and other fees and charges are implemented, and if the Board’s forecasts prove accurate (for example, in relation to registration numbers), the Board anticipates there being a surplus at the end of its Financial Year 2020-21 of approximately £20,000 on a gross turnover of between £300,000 and £350,000.

Within the expenditure that we anticipate during the coming Financial Year, development of an e-portfolio for the SRbPA route is expected to cost around £20,000 and implementation costs for practitioner revalidation are expected to come to about £20,000.

The main expenditure headings are for staff and office accommodation. Reserves are at the level of approximately half of one-year’s running costs. The Company is a not for profit charity and any surplus is retained within the organisation. Board members are unpaid.

To respond to this consultation

This consultation will be open from Friday 28 February 2020 and will close at 10.00hrs on **Monday 30 March 2020**. The Board intends to consider responses to this consultation at its meeting to be held on 28 April and UKPHR's budget for 2020-21 will then be finalised.

This consultation will be published on UKPHR's website and will be publicised in emails and announcements to registrants and stakeholders and by Twitter to wider audiences.

UKPHR has set up an online survey where you can respond to this consultation. You can access the survey here: <https://www.surveymonkey.co.uk/r/ZT7KHV3>

UKPHR does not solely require responses to be by means of completing the online survey. You can send a written response to UKPHR in the post or by email also.

Free text responses will be welcome.

Summary of matters under consideration by UKPHR’s Board

The issues raised by this consultation include:

1. UKPHR is a small organisation with four salaried employees and about 1,200 registrants. The Company is self-sufficient, relying entirely on income generated by its own registration and training activities.
2. UKPHR is introducing revalidation for registered practitioners and an e-portfolio for the SRbPA route for specialists. Work on the recommendations that came out of the review of practitioner registration is continuing. These are all major projects for UKPHR and its registrants, marking a further steps forward in the register's development and the assurance of ongoing competence and quality of service of the public health workforce.
3. Registration is voluntary and UKPHR looks to reduce costs before increasing fees and charges.
4. In 2019-20, budgeted income was £334,178 and budgeted expenditure was £303,738.
5. Price inflation, measured by the Government’s preferred CPIH measure, rose by 1.4 per cent in the 12 months to December 2019. Measured by RPI, inflation was 2.2 per cent over the same period. Median full-time weekly earnings increased 3.2 per cent compared with 2018. *Source: ONS.*
6. Last year the Board increased registration fees from 1st July 2019 as follows: Specialist from £321 to £327 (1.9 per cent), Specialty Registrar from £100 to £102 (2 per cent) and Practitioner from £100 to £102 (2 per cent). These increases raised income by approximately £6,000.
7. The Board considered four years ago whether to increase registration fees and charges significantly to cover the additional cost to UKPHR of three major projects: introducing revalidation, replacing RSS and defined specialist portfolio assessment routes with the SRbPA route and the first review of practitioner registration. Instead, the Board decided on a strategy of gradual increases in registration fees for as long as necessary.
8. UKPHR’s Board proposes to increase all registration fees by around 3 per cent and other fees and charges by between £3 and £15.

We would be grateful for your answers to the following questions. In addition, the consultation provides the opportunity to give comments.

**Who is invited to respond**

Any registrant and any individual or organisation with an interest in the levels of registration fees and other fees & charges set by UKPHR is welcome to respond to this consultation. The consultation will be live on UKPHR’s website throughout.

**How to respond**

UKPHR has set up an online response facility (survey monkey) and you are welcome to complete the survey. You can access the survey here: <https://www.surveymonkey.co.uk/r/ZT7KHV3>

Alternatively, you are welcome to respond in your own way in writing and send your response to UKPHR by post or email. UKPHR is not prescribing a format for responding to this consultation in this way nor is it providing a form for completion and return.

The proposed schedule of registration fees is set out in this consultation document showing the proposed fees to be charged for registration **from 1st July 2020**.

**When to respond**

This consultation will close on **Monday 30th March 2020 at 10.00hrs**

**Where to send responses**

If you post your response, please address it to:

David Kidney, Chief Executive,

UKPHR,

18c McLaren Building, 46, Priory Queensway, BIRMINGHAM B4 7LR

If you email your response, please send it to:

[register@ukphr.org](mailto:register@ukphr.org)

Please state “Registration fees 20-21” in your response.

**Any queries?**

If you have any queries about this consultation, please telephone David Kidney on

0121 296 4370 or email him at [d.kidney@ukphr.org](mailto:d.kidney@ukphr.org)

**Consultation questions**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Q1. Annual practitioner registration fees will rise from £104 to £108, specialist registration fees will rise from £327 to £336 and Specialty Registrar registration fees will rise from £104 to £108.**  **Do you agree with the Board’s proposal?** | | | | |
| Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree |
|  |  |  |  |  |
| **Any comment:** | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Q2. The Board’s priorities in managing UKPHR’s finances are (1) long-term sustainability; (2) improved registration services for registrants; (3) successful implementation of revalidation, new portfolio assessment route for specialists and completion of review of practitioner registration.**    **Do you agree with the Board’s priorities?** | | | | |
| Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree |
|  |  |  |  |  |
| **Any comment:** | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Q3. UKPHR is committed to the introduction of revalidation for registered practitioners (having introduced revalidation for registered specialists last year). It will involve UKPHR in some additional cost but UKPHR believes that the revalidation scheme is essential and therefore meeting the cost is necessary. UKPHR intends to bear, as much as it possibly can, the cost of introducing revalidation itself.**  **Do you agree with the Board’s judgement?** | | | | |
| Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree |
|  |  |  |  |  |
| **Any comment:** | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Q4. The Board has decided to increase other fees and charges this year, having left them unchanged last year, by between £3 and £15. Do you agree with the Board’s proposal?** | | | | |
| Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree |
|  |  |  |  |  |
| **Any comment:** | | | | |

***Only complete Q5 & Q6 if you do not already pay by Direct Debit.***

|  |  |
| --- | --- |
| **Q5. Registration fees can be paid by (1) Annual Direct Debit; (2) bank transfer; (3) PayPal; (4) standing order instalments and (5) cheque.**  **Are you aware of these options?** | |
| Yes | No |
|  |  |

|  |  |
| --- | --- |
| **Q6. Are you willing to pay in future by Direct Debit?** | |
| Yes  ([Click here to download a DD mandate and post to our Birmingham office](http://www.ukphr.org/wp-content/uploads/2016/02/DD_form.pdf)) | No |
|  |  |

**Q7. Do you have any further comment in response to UKPHR’s consultation?**

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| --- |
|  |

**Proposed schedule of registration fees from 01 July 2020**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Current fee £** | **Increase £** | **% increase** | **2020-21 £** |
| Specialist | 327 | 9 | 2.75% | **336** |
| Specialty Registrar | 104 | 4 | 3.85% | **108** |
| Practitioner | 104 | 4 | 3.85% | **108** |

**Proposed other fees and charges fees from 01 July 2020**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Other registration fees and charges** | | | | | | |
| **2019-20 2020-21** | | | | | | |
|  | **Practitioner** | **Specialist** | **Specialty Registrar** | **Practitioner** | **Specialist** | **Specialty Registrar** |
| Portfolio Assessment Fee | - | £510 | - | - | £525 | - |
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