

January 2022

UKPHR CONSULTATION

in relation to

Registration fees and other fees and charges
from July 2023 to June 2025

Title	UKPHR Fees for 2023-2024 and 2024-2025
Commencement Date	5 January 2023
Date consultation closes	10.00am on Monday 13 February 2023
Send responses to	register@ukphr.org
Or complete online survey here	https://www.surveymonkey.co.uk/r/2YQ29MX

This consultation

Over the summer of 2022, UKPHR commissioned a series of interviews from a representative sample of current and intended registrants, at both Practitioner and Specialist levels, to find out more about what value UKPHR registration presented to them. The results were very encouraging, illustrating how the diversity of access routes UKPHR has created is enriching the public health workforce. Registrants also provided some thought-provoking challenges about reducing the inconsistency with which Practitioner schemes are administered at local/regional level, improving the quality of support available for applicants to the Specialist Register via the portfolio route and engaging more public health contributors in thinking ahead about registration as their careers develop.

A full report is published [here](#) and in response the UKPHR Board has considered our approach to increasing fees over the next two financial years, running 2023-2025. Considering the current financial climate, the Board were keen to ensure fees remain below the level of inflation. However, they did agree that we need to increase fees across the board to consolidate ways of working which add value, while starting to scope how we may make the Register even more inclusive in the future.

UKPHR has a huge work programme ahead. With the continued growth of the Register and the pressures being faced by public health professionals, we need to modernise, streamline, and do everything we can to ensure public health regulation continues to protect the public by supporting and registering the profession.

This past year, we've brought in additional staff to support development work on practitioner registration and to bring in a new online system for all registrants. This will help us work more efficiently, improve the online experience for our registrants, and allow us to meaningfully analyse the data we hold and make appropriate changes. All of this requires some investment.

While we continue to spend in line with our budget and make savings in areas such as office and meeting costs, this alone will not be enough to ensure that the organisation remains financially sustainable for the future. We've described some of our ambitions in our recent newsletter to registrants and next year we aim to proceed with additional development projects such as an SRbPA e-portfolio, a governance review to ensure we're making robust and efficient decisions, and operating in a streamlined way so as not to overburden our potential and current registrants.

In response to the pandemic, we did not raise fees and we have not imposed any changes since 2020. Unfortunately this is not sustainable for us due to rising costs, the growing Register, and our intention to provide our staff with reasonable pay increases. The UKPHR Board therefore intends to increase registration fees and other fees and charges with effect from 01 July 2023 as outlined below. We seek the views of registrants and other stakeholders on these proposals.

Registration fees

The Board has agreed to set a financial strategy based on the following registration and renewal fee increases to be implemented over the next two years. Because of widespread financial uncertainty, we felt it more appropriate to introduce a phased fee rise, to spread the cost and to ensure our registrants are aware of our intentions.

For the financial years running 2023-2024 and 2024-2025, the Board's proposed increases are as follows:

Category	Current fee £	23-24 fee	24-25 fee
Specialist	336	366 (+9%)	388 (+6%)
Specialty Registrar	108	115.50 (+7%)	121 (+5%)
Practitioner	108	115.50 (+7%)	121 (+5%)

The Board took salary levels into consideration and therefore felt that it was appropriate to apply a higher fee raise for specialists than practitioners or registrars.

Other fees and charges

Other fees and charges rose slightly in 2018 and then again in 2020. Proposed increases to run through April 2023 through March 2025 are as follows:

	Other registration fees and charges					
	Current fee			April 23- March 25		
	Practitioner	Specialist	Specialty Registrar	Practitioner	Specialist	Specialty Registrar
Specialist Portfolio Assessment Fee	-	£525	-	-	£690	-
SRbPA preapplication fee	-	£105	-	-	£200	-
Admin fee for un-assessable SRbPA portfolios		£0			£150 at full assessment stage (the rest is re-funded)	
Restoration Administrative Fee	£42	£80	£42	£42	£80	£42
Appeal	£525	£525	£525	£950 (to be refunded if appeal is upheld)	£950 (to be refunded if appeal is upheld)	£950 (to be refunded if appeal is upheld)

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 slight deficit at the end of its Financial Year 2023-24 (approximately £14,000), and a slight surplus at the end of its Financial year 2024-25. This is based on an

approximate turnover of approximately £400,000-£420,000 for 2023-24 and £420,000-£440,000 for 2024-25.

The main expenditure headings are for staff and office accommodation, and we're investing in better IT to increase efficiency and reduce administrative burden. Reserves are set at the level of approximately half of one-year's running costs, which is in line with recommended best practice. The Company is a not-for-profit charity and any surplus is retained within the organisation. Board members are unpaid.

Key points for consideration for this consultation:

1. We are a small but growing organisation with six salaried employees and about 1,300 registrants. The Company is self-sufficient, relying entirely on income generated by its own registration and training activities.
2. Our work programme for 2023-25 will benefit registrants by streamlining our processes and reducing burden, while working to support the public health workforce. These include:
 - a) Review of revalidation requirements
 - b) Introduction of a new IT system which will provide a more user-friendly interface for registrants. This will be cost saving in the long run, but requires up-front investment
 - c) Development of the e-portfolio for specialist registration by portfolio assessment (SRbPA)
 - d) Implementation of a programme of work designed to promote equality, diversity, and inclusion to ensure we operate as a fair regulator, including a review of our governance and decision making
 - e) Introduction of an apprenticeship route to practitioner registration
 - f) Continuous improvement of practitioner registration schemes to promote broader access and improve the experience of those engaging with the schemes.
 - g) Support local initiatives for developing individuals to successfully attain specialist registration through the SRbPA route
 - h) Develop, draft, and publish a new strategic plan which will take into consideration the findings of the *Value of Registration* report.
3. Price inflation, measured by the Government's preferred CPIH measure, rose by 9.3% in the 12 months to November 2022. Nearly all UKPHR's vendors have raised prices.
4. We have not raised any fee levels since 2020. Past fee rises have generally been incremental, approximately 2% per year. If we had continued with this trend, fees would have risen across the board by more than 6% from 2020 levels by now.
5. We are working on a new reduced fees policy for registrants experiencing hardship; this will be implemented for the 2023-24 financial year.
6. All registrants can claim tax relief on renewal fees <https://ukphr.org/claiming-tax-relief-on-annual-renewal-fees/>

To respond to this consultation

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, which can be accessed here:

<https://www.surveymonkey.co.uk/r/2YQ29MX>

Alternatively, you can email us your response at register@ukphr.org

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 the consultation period.

How to respond

You are welcome to complete the following survey:

<https://www.surveymonkey.co.uk/r/2YQ29MX>

Alternatively, you can email written responses to register@ukphr.org, with 'Fees Consultation' in the subject line.

When to respond

This consultation will be open from 5 January and will close at 10.00hrs on **Monday 13 February 2023**. The Board intends to consider responses to this consultation at its meeting to be held in April 2023 when UKPHR's budget for 2023-24 will be finalised.

Any queries?

If you have any queries about this consultation, please email or phone us at register@ukphr.org or 0121 296 4370

Consultation questions

Q1. Registration fees will rise according to the following table:

Category	Current fee £	23-24 fee	24-25 fee
Specialist	336	366 (+9%)	388 (+6%)
Specialty Registrar	108	115.50 (+7%)	121 (+5%)
Practitioner	108	115.50 (+7%)	121 (+5%)

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 for 2023-2025 are:

- a) Review of revalidation requirements
- b) Introduction of a new IT system which will provide a more user-friendly interface for registrants. This will be cost-saving in the long run, but requires up-front investment
- c) Development of the e-portfolio for specialist registration by portfolio assessment (SRbPA)
- d) Implementation of a programme of work designed to promote equality, diversity and inclusion to ensure we operate as a fair regulator, including a review of our governance and decision-making
- e) Introduction of an apprenticeship route to practitioner registration
- f) Continuous improvement of practitioner registration schemes to promote broader access and improve the experience of those engaging with the schemes.
- g) Supporting local initiatives for developing individuals to successfully attain specialist registration through the SRbPA
- h) Develop, draft, and publish a new strategic plan which will take into consideration the findings of the *Value of Registration* report.

Do you agree with the Board's priorities?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
Any comment:				

Q3. The Board has decided to increase other fees and charges this year, having left them unchanged since 2020, according to the following table:

	Other registration fees and charges					
	Current fee			April 23- March 25		
	Practitioner	Specialist	Specialty Registrar	Practitioner	Specialist	Specialty Registrar
SRbPA Portfolio Assessment Fee	-	£525	-	-	£690	-
SRbPA preapplication fee	-	£105	-	-	£200	-
Admin fee for un-assessable SRbPA portfolios		£0			£150 (the rest is refunded)	
Restoration Administrative Fee	£42	£80	£42	£42	£80	£42
Appeal	£525	£525	£525	£950	£950	£950

Do you agree with the Board's proposal?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
Any comment:				

Q4. Do you have any further comment in response to UKPHR's consultation?