

Board meeting
Minutes of the public meeting
20 November 2024



Unapproved Minutes of the Board meeting, 20 November 2024

Present

Caroline Corby (CC - Chair)
Alan Clamp (AC - Chief Executive)
Marcus Longley (ML)
Candace Imison (CI)
Juliet Oliver (JO)
Moi Ali (MA)
Nick Simkins (NS)
Ruth Ajayi (RA)

In Attendance

Collette Byrne
Marija Hume
Oyinkan Onile-Ere
Akua Dwomoh-Bonsu
Ryan Davison
Colette Higham
Melanie Venables
Jane Carey
Graham Mockler
Douglas Bilton
Melanie Hueser (Secretariat)

Observers

See below

1. Welcome and Introductions & Declarations of Interest

- 1.1 The Chair opened the meeting and welcomed everyone to the Board meeting. Observers included members of staff and external observers: Janet Collins (GPhC), Carole Haynes (NMC), Anisah Chowdhury (GMC), Nasia Nicou-Panayiotou (HCPC) and Aveen Croash (HCPC)
- 1.2 This was Moi Ali's last Board meeting and the Chair thanked her on behalf of the Board for her time with the PSA.

2. Apologies

- 2.1 Tom Frawley sent apologies.

3. Minutes of meeting held on 18 September 2024

- 3.1 The minutes of the last Board meeting held on 18 September 2024 were accepted as a true and correct record and approved.

4. Actions and Matters Arising from the meeting on 18 September 2024

- 4.1 All actions were complete or on track.

5. Chair's report

- 5.1 The Chair introduced the item and updated the Board on further activities. Interviews for new Board members had taken place in Northern Ireland and Scotland and two new Board members had been identified. Once they have been confirmed they will be introduced.
- 5.2 The Chair had met with the Chairs of the regulators on 18 November. Sir David Warren, Chair of the Nursing and Midwifery Council (NMC) had given a presentation on the Independent Culture Review that had been undertaken. Two more reports, one on whistleblowing and one on Fitness to Practice, were expected for early 2025.
- 5.3 The NMC had now also appointed a new interim Chief Executive, Paul Rees, who will start in January.
- 5.4 The Chair undertook mid-year appraisals with all Board members who are staying on. It was confirmed that themes that were picked up in the appraisals will feed into a number of different pieces of work, into the work of the Board and also into Board training. The Board will be updated on consultation proposals for Right touch regulation at the January Board meeting.
- Action:** AC to add Right Touch Regulation to the January Board meeting agenda.
- 5.5 The Chair highlighted to the Board the review of anaesthesia associates and physician associates that had just been announced. The PSA will contribute to the review.

6. Executive report and project dashboard

- 6.1 The Chief Executive introduced the item and noted that the new website was nearly complete. The launch was planned for December.
- 6.2 The fees consultation was due to close on 25 November. The regulators' comments on the proposed budget and business plan will be reviewed and a response will be produced. The budget and business plan will then be submitted to the Privy Council and should be approved by the end of February.
- 6.3 All actions from the Board evaluation exercise held in the spring had been completed.
- 6.4 The Board queried by how much the publication of the outstanding NMC external reports should allow the pushing back of their Performance Review (PR) report. It was confirmed that the PR report would be published by the end of March and that the reports will be considered in the analysis. It will be evaluated how much the format of the PR report will have to change this time if we do not have timely access to the external reports. It was confirmed that the Scrutiny Committee will also feed into the approach to this report.
- Action:** GM to bring an update on the plan for the NMC Performance Review to the January 2025 Board meeting, taking into account the position of the outstanding commissioned reports.
- 6.5 **Section 29:** Case numbers had dropped but appeals remained steady. Some analysis will take place of the reasons. It was explained that there were a number of reasons why case numbers had not reached the high levels seen

before Covid, including the large push seen then from the NMC to clear its backlog.

- 6.6 **Accredited Registers Programme:** Performance against KPIs was steadily improving and number of new applications was high. Improvements had been made to keep track of the registers' conditions to allow the KPIs to be met more often.
- 6.7 It was highlighted that there had been an error on the project dashboard and that the Standards Review project was amber and not green.
- 6.8 The Barriers to Complaints research tender was ongoing and interviews were scheduled for the coming week. It was confirmed that the tender included that this research would take place in all four countries, and this will be emphasised again to the researcher who will be chosen.
- 6.9 The research on common codes of practice had been published. It was confirmed that consideration will be given to common principles as this would have benefits for patients and service users. This will be weighed up against the amount of work it would mean for the regulators as well. The Board emphasised that it would be useful to engage with a larger number of respondents and a broader range of stakeholders for this area.
- 6.10 The guidance for regulators on regulatory reform will be published once the government confirms its intentions. Once the independent review on Anaesthesia Associates and Physician Associates starts, the PSA will offer its views.
- 6.11 Work on the safeguarding project was continuing but as the government had not published a timeline for this it had not been a priority for a while. The Board emphasised that this remained an area of risk and that it remained committed to the work in this area.
Action: MV to bring an update on safeguarding to the January Board meeting.
- 6.12 The Policy team attended the Scottish professional regulation event and delivered several sessions. The next Welsh seminar was scheduled for March and the joint event for Northern Ireland with the Patient Client Council for January.
- 6.13 It was highlighted that the Research Conference had been a great success and the Chair thanked DB for putting together such a successful event. The full feedback report will be shared with the Board at the January meeting.
- 6.14 **Corporate Services:** A new HR Administrator will start from December. Recruitment for the new lawyer post had not been successful and a new attempt will be undertaken in January.
- 6.15 A meeting with Willis Towers Watson regarding the selection of a new pension scheme would be held soon.
- 6.16 It was confirmed that JC will check that the new website will not have certain vulnerabilities that had shown up on the current site during PEN testing.

7. Finance report

- 7.1 The Director of Corporate Services introduced the item. A deficit of £431,000 was now forecast, with the increase due to Section 29 legal cost. The overall

deficit will go down to £332,000 thanks to the profit of the commissioned work for the General Teaching Council (Scotland) and the Accredited Registers Programme.

- 7.2 It was confirmed that the increase in investment income was due to better management of investments.
- 7.3 It was highlighted that while efforts were being made to more accurately predict Section 29 recovery cost this was and would remain a difficult undertaking.
- 7.4 The Board agreed for the table that includes the Accredited Registers surplus in the PSA's overall surplus will be removed from the report and replaced with a note at the end about the net effect.

8. Committee updates

- 8.1 **Audit and Risk Committee:** The Board **noted** the report.

9. Reserves policy

- 9.1 The Director of Corporate Services introduced the item. The Audit and Risk Committee had reviewed the policy and recommended that the Board approve it.
- 9.2 The Board **approved** the increase of reserves to £1.365m from 1 April 2025.

10. Plan for a Board meeting in Sheffield

- 10.1 The Chief Executive introduced the plan of holding the March 2025 Board meeting in Sheffield. As the meeting falls during Social Work Week it was suggested that meetings with Social Work England will be organised around the Board meeting.
- 10.2 The Board **approved** the plan.

11. Board workplan 2024/25

- 11.1 The Board **noted** the workplan.

12. Audit and Risk Committee deep dive topics

- 12.1 NS asked the Board for suggestions for Audit and Risk Committee deep dive topics.
- 12.2 AI and cyber review had been suggested, as well as training for the Board in those areas.
- 12.3 The Executive Leadership Team will also discuss possible topics.
- 12.4 It was suggested that the Legal Services Board could be approached for suggestions. NS confirmed that he was already in touch with their Chair and would discuss this as well. A meeting with the Chief Executive of the Legal Services Board will be organised for CC and AC.

13. Any other business

13.1 There was no other business discussed.

14. Questions from Members of the Public

14.1 There were no questions.

14.2 The Chair thanked the observers for their interest in the PSA.

Signed by Chair..... Date.....

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Action Log

On track (including not started) Delayed (or medium risk of delay for projects) Overdue (or high risk of delay for projects) Complete

Mtg. Date	Item No.	Action point	Owner	Date required	Action progress	Status
15 May 2024	6.11	Bring a forecast of likely numbers of appeals to the January 2025 Board meeting.	GM	January 2025	Complete	
20 November 2024	5.4	Add Right Touch Regulation consultation to the January Board meeting agenda.	AC	January 2025	Complete	
20 November 2024	6.4	Bring an update on the plan for the NMC Performance Review to the January 2025 Board meeting, taking into account the position of the outstanding commissioned reports.	GM	January 2025	Complete	
20 November 2024	6.11	Bring an update on safeguarding to the January Board meeting.	MV	January 2025	Complete (paper to be considered in Private session)	