Board meeting
Public minutes of the meeting
17 May 2023

professional
standards
authority

Approved Minutes of the Board meeting, 17 May 2023

Present	In Attendance
Caroline Corby (Chair)	Jane Carey
Alan Clamp (Chief Executive)	Graham Mockler
Juliet Oliver (JO)	Douglas Bilton
Frances Done (FD)	Melanie Venables
Moi Ali (MA)	Dami Olatuyi
Marcus Longley (ML)	Louise Appleby
Tom Frawley (TF)	Rebecca Senior
Nick Simkins (NS)	Joella Hazel
Amrat Khorana (AK)	Suzanne Dodds
	Daisy Blench
	Oyinkan Onile-Ere
	Dan Scott
	Collette Byrne
	Colette Higham
	Karen Smith
	Rebecca Moore
	Melanie Hueser (Secretariat)

Observers
See below

1. Welcome and Introductions & Declarations of Interest

1.1 The Chair opened the meeting, which was the first Board meeting the PSA had held in Northern Ireland.

1.2 The Chair welcomed everyone to the Board meeting which included members of staff and external observers: Anisa Chowdhury (GMC), Terry Korateng (NMC), Uzma Mahmood (NMC), Natalie Cowland (NMC), Janet Collins (GPhC), Nasia Nicou Panayiotou (HCPC) and Aveen Croash (HCPC) online, and Aislinn McAllister (NI DoH), Michaela McAleer (PSNI), Laura Hughes (PSNI), William Stockdale (GOC) and Andrew Smith (HCPC) in person.

2. Apologies

2.1 Christine Braithwaite sent apologies.

3. Minutes of meeting held on 15 March 2023

3.1 The minutes of the last Board meeting held on 15 March 2023 were accepted as a true and correct record and approved.

4.   Actions and Matters Arising from the meeting on 15 March 2023

4.1   All actions were complete or on track.

5.   EDI

5.1   **EDI group report:** The Chair of the EDI Group, introduced the item and thanked the Board members who have been taking turns attending the EDI group meetings. The Board agreed that they appreciated this opportunity.

5.2   The Board expressed its appreciation of the work undertaken by the group so far. It was queried whether the cost of the work had been captured and it was explained that some of it was – the work of consultants and salary of the EDI Manager – and that a budget line had been agreed to cover Comms and other expenses in 2023/24. At present, staff time was not included in the budgeting. The Board agreed that it would be useful to have an estimate of the cost for the work as one metric for measuring its impact.

5.3   The Board asked the EDI Group Chair what the biggest area of internal work was that remained to be done. The Group Chair felt that this would be work on further developing the internal culture.

5.4   The Board agreed that practical actions should be a focus of the group's work and get initiatives like the work experience scheme up and running quickly.

5.5   The Board agreed that our focus should be outward facing EDI work. The group will support this work but much of its focus will remain on internal activities.

5.6   **Action plan:** The EDI Manager introduced the item. 30 of the identified 40 actions for 22/23 had been completed. Those not completed are being reviewed to consider if they remain valid.

5.7   Work was underway on the plan for 23/24, with a focus on an appropriate balance of internal and external actions. The Board agreed that the external impact should be a focus for next year. The Board supported the suggestion of a workshop on trans rights, gender self-identification and the implications for health regulation as a high priority workshop for this year.

Action: AC to organise a Board workshop on trans rights, gender self-identification and any implications for the regulation of health and social care professionals.

5.8   The Board acknowledged the difficulty of these issues and others that were at the forefront of the debate and far from settled.

5.9   The Board agreed that a decision needed to be made on whether an advisory panel should still be considered.

5.10   The Board emphasised that more needed to be done to integrate EDI into every part of the PSA's work.

5.11   The Board agreed that capturing the s29 data consistently, which had been a challenge, should be a focus for the 23/24 action plan.

6.   AR safeguarding consultation

6.1   The Head of Accreditation introduced the paper. When the paper had been drafted the team had not expected that the government's independent review of

the Disclosure and Barring Regime (the Bailey Review) would be available but the review has now been published. The Board will receive options for next steps taking account of the findings of the Review and full consultation analysis, in July.

6.2 The aim of the pilot that had been undertaken with the Disclosure and Barring Service was to test the practicalities of Accredited Registers accessing enhanced criminal records checks (with a check of the relevant barred list). Under the current definitions of regulated activity this will not be possible for all AR registrants, but there is potential for this to change in future subject to next steps by the Government following the Bailey review. The majority of the respondents to the consultation responded positively towards rolling out these checks wider.

6.3 It was not yet clear what direction the government will take in relation to the recommendations from the Bailey review but one option for the ~~PSA~~ could be to offer to work with others to pilot preferred options for checks for self-employed practitioners.

6.4 The Board **noted** the report.

7. Stakeholder engagement strategy

7.1 The Chief Executive introduced the paper. The new stakeholder engagement strategy had been aligned with the strategic plan. The Board was asked for comments, which will be used to finalise the strategy.

7.2 It was agreed that references to patients and service users needed to be emphasised more.

7.3 The pace of the action plan will be adjusted, and a number of activities brought forward.

7.4 The Board queried the cost of the redevelopment of the website. This will be reviewed.

7.5 The Board agreed that work needed to be done on defining the tone of our communications and to clarify the aims and current position on metrics as well as be more consistent with terminology.

7.6 The Board agreed that more work was needed particularly on the patient and service user section and the section on the devolved administrations, with details added on the proposed activities and aims.

7.7 The Board agreed that the strategy would be a crucial tool to improve the PSA's visibility and therefore impact. The Board was pleased that the AR programme was a central focus of the proposed work.

7.8 Social work and social care will need to be referenced in the strategy.

7.9 The Board felt that the PSA needed a strapline. One suggestion was 'safer care for all'.

7.10 The Board welcomed the references of Board involvement in stakeholder engagement but felt that this could be emphasised more.

7.11 The Board agreed that the word 'thought leader' was preferable to 'campaigner'.

7.12 The Board agreed that the PSA should strive to be ahead of the curve and anticipate issues.

7.13 The Board requested that a specific section on 'where are we now' be added to the report.

7.14 The Board agreed that, depending on the level of changes that will be identified, the strategy will either be agreed by email or brought back to a future Board meeting.

Action: OO and CB to update the stakeholder engagement strategy and circulate it to the Board for sign-off before the next Board meeting in July 2023.

8. Chair's report

8.1 The Chair gave an update in addition to the report.

8.2 The six-monthly Chairs roundtable meeting which was planned for 31 May will be rescheduled due to the rail strike.

8.3 The Board appraisals were currently underway.

8.4 The Board **noted** the report.

9. Executive report and project dashboard

9.1 The Chief Executive introduced the report.

9.2 The reform consultation response was submitted last week. The consultation closed on 16 May.

9.3 Update on the project plans: The ICT project was nearly complete. The wayleave agreement between the landlord and the internet provider had been signed and the internet connection could now be installed.

9.4 The report on the racism and discrimination complaints research had been received and will now be analysed. The findings will be shared with the Board and staff soon.

9.5 The Board requested that ways to pull together findings on discrimination and racism in the sector from the various research should be considered.

Action: DB to consider ways to capture racism and discrimination experiences in health and social care in the *Safer Care for All* action plan 2023/24.

9.6 A plan for the evaluation of the hybrid working policy will come to the July Board meeting.

10. Finance report

10.1 The Director of Corporate Services introduced the item. The report showed the end of year financial position and the new budget for 23/24.

10.2 There had been a £228k deficit in regulatory activity in 22/23, which was only £12k more than planned. The Accredited Registers Programme had generated a surplus so the final position was a £169k deficit overall.

10.3 The Board **noted** the report.

11.   Committee reports

11.1   **Audit and Risk Committee report:** The Committee Chair requested that the Board delegate the approval of the Annual Report and Accounts to the Committee.

11.2   The Committee received the annual opinion of the internal auditors which had been the second highest rating.

11.3   The Board **noted** the Audit and Risk Committee report and **delegated** the approval of the Annual Report and Accounts to the Committee.

12.   Forward plan 2023/24

12.1   The Chief Executive noted one correction to the plan: The updated Board Effectiveness action plan will come to the November meeting.

12.2   The Board **approved** the plan.

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 Authority.

Signed by Chair   **Date 19/07/23**

Board meeting

Public minutes of the meeting

17 May 2023

professional
standards
authority

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
18 January 2023	5.3	Bring a proposal for a Section 29 review to the July Board meeting.	GM	19 July	Moved to the September 2023 meeting	
15 March 2023	6.14	JC to report on project evaluations and benefits realisation for the IT, accommodation and pensions projects at the July Board meeting.	JC	19 July	IT project not yet complete. Report on other projects on the agenda	
15 March 2023	10.12	Consider how the moral injury concern could be picked up within the SCFA work.	CB	Q3/Q4	To be incorporated in safe spaces discussions	
17 May 2023	5.7	Organise a Board workshop on trans and gender self-identification and any implications for the regulation of health and social care professionals.	AC	Q2	In the diary for 24 July	
17 May 2023	7.14	Update the stakeholder engagement strategy and circulate it to the Board for sign-off.	CB/OO	30 June	Complete	
17 May 2023	9.5	Consider ways to capture racism and discrimination experiences in health and social care in the Safer care for all action plan 2023/24.	DB	19 July	Complete: to be considered in research topics and incorporated into relevant events	