

Approved Public Board meeting minutes
22 May 2025

Present

Caroline Corby (CC - Chair)
Alan Clamp (AC - Chief Executive)
Candace Imison (CI)
Juliet Oliver (JO)
Nick Simkins (NS)
Ali Jarvis (AJ)
Geraldine Campbell (GC)
Eleanor Marks (EM)
Ruth Ajayi (RA)

In Attendance

Melanie Venables (MV)
Jane Carey (JC)
Amanda Partington-Todd (APT)
Douglas Bilton (DB)
Polly Rossetti
Dinah Godfree
Rachael Culverhouse-Wilson
Suzanne Dodds
Marija Hume
Oyinkan Onile-Ere
Melanie Hueser (Secretariat)

Observers
See below

1. Welcome and Declarations of Interest

- 1.1. The Chair opened the meeting and welcomed everyone to the Board meeting, which was taking place in Belfast. Observers included members of staff and external observers: Aveen Croash (HCPC), Sarah Barlow (GMC) and Anisah Chowdhury (GMC).

2. Apologies

- 2.1. There were no apologies.

3. Minutes of meeting held on 19 March 2025

- 3.1. The minutes of the last Board meeting held on 19 March 2025 were accepted as a true and correct record and approved, with the follow corrections:
- 3.2. Paragraph 6.11 should read: ‘The Board also agreed that choosing the most appropriate venue was key.’
- 3.3. Paragraph 7.1: Change deficit from £101,000 to £391,000.

4. Actions and matters arising from the meeting on 19 March 2025

- 4.1. All actions were complete, on the agenda or on track.

5. Chair's report

- 5.1. The Chair introduced the item.
- 5.2. Government Commitment to Reform: On the 8th of May, Karin Smyth, the Minister of State for Health, confirmed the government's commitment to proceed with plans to update the legislation of the healthcare professional regulators. The work will begin with the General Medical Council's (GMC) framework for doctors, before moving on to the Health and Care Professions Council (HCPC) and Nursing and Midwifery Council (NMC).
- 5.3. Statement on Surgical Cosmetic Interventions: A piece has been written by the PSA about concerns regarding the patchiness of regulation in terms of non-surgical cosmetic interventions, which would be shared with the board.
- 5.4. Meeting with Statutory Regulators: On the 14th of May, The Chair met with all the chairs of statutory regulators. She highlighted the importance of these meetings for collaboration and shared updates from various chairs.
- 5.5. Carrie MacEwen from the GMC discussed the regulation of Physicians Associates and Anaesthesia Associates, noting the challenges and the need for regulation.
- 5.6. The General Pharmaceutical Council is working on drugs for weight loss and coordinating with GMC. They are also considering the implications of the assisted dying bill.
- 5.7. The Chairs are monitoring the outcome of the Supreme Court judgment¹ on the meaning of 'sex' in the Equality Act 2010 and its implications.

6. Executive report and project dashboard

- 6.1. The Chief Executive introduced the item. The consultation for the Standards Review closed on 8 May with over 160 responses from a diverse range of organisations. The analysis will be presented to the Board at the next meeting.
- 6.2. The Right Touch Regulation consultation closed with 32 responses. There was significant support for collective and collaborative regulation, with some questioning about the inclusion of fairness as a new principle
- 6.3. A high-level timeline and plan for Regulatory Reform will come to the next Board meeting.
- 6.4. No publication date for the Omambala NMC reports had been announced yet. The PSA's performance review report was currently with the NMC for factual accuracy checks, targeting mid-June for publication.
- 6.5. The PSA's submission to the Leng Review on Physician Associates and Anaesthesia Associates was published, with significant interest on social media. The review was expected to report in June 2025.
- 6.6. The Barriers to Complaints research had concluded and will be published in September. Key findings will be shared with the Board in July.
- 6.7. The PSA may be moving forward with using social media influencers to raise awareness of the Accredited Registers program. Mitigations and impact measurement had been discussed by the Executive.
- 6.8. The Equality and Human Rights Commission consultation on guidance to support public bodies in implementing the new Supreme Court ruling on sex and gender went live. The PSA will consider responding based on its relevance.
- 6.9. Concerns have been raised regarding counselling and psychotherapy risks, and the Chair had written to Minister Stephen Kinnock.

¹ [Supreme Court judgment on the meaning of "sex" in the Equality Act 2010: For Women Scotland - House of Commons Library](#)

7. Finance report

- 7.1. The Director of Corporate Services introduced the item, which was the end-of-year financial report for 2024/2025. The original forecast for the performance review regulatory activity was a £290,000 deficit, but the actual deficit came in at £124,000. This improvement was attributed to increased legal cost recoveries, better investment income, and a slightly higher turnover rate, reducing staff costs.
- 7.2. The Accredited Registers side had an original forecast of an £82,000 surplus, but the year-end position was £44,000 due to the recruitment of additional staff.
- 7.3. Section 29 activities, which were the biggest variable, had a quieter Q4, leading to lower spending. Long-term trends will be used for better forecasting.
- 7.4. The Board agreed that forecasting should attempt to be more realistic, and it was confirmed that more detailed forecasting meetings with all budget holders will take place regularly.
- 7.5. The Board noted that training spending had decreased and emphasised that training should be encouraged for all staff. It was highlighted that training costs had decreased due to the shift to online training and that all staff were reminded frequently through appraisals and catch-ups to book training courses, and that efforts will be stepped up even more. Personal development plans are required as part of appraisals and forms are sent back where this section has not been completed.
- 7.6. The Board **noted** the report.

8. Risk register

- 8.1. The Chief Executive introduced the discussion on the risk register, emphasising the need for fresh perspectives. Feedback was requested on whether any risks were missing, unnecessary, or needed re-evaluation.
- 8.2. The Board suggested including a risk related to risk appetite, particularly in light of the new strategic plan's ambitions. It was highlighted that the PSA needed to be comfortable with making decisions based on incomplete information. The Board agreed that resetting the risk register in line with the new strategic plan in November was sensible.
- 8.3. The Standards Review should be added to the risk register, emphasising the importance of having robust standards in place.
- 8.4. The Board discussed that the register should reflect potential risks associated with under or unregulated high-risk areas, such as non-surgical cosmetics.
Action: AC to add a risk on under or unregulated areas like non-surgical cosmetics to the risk register.
- 8.5. The Board noted the concerns regarding the review of Arms-Length Bodies, emphasising that the PSA was not currently in scope but that there remained a potential risk due to political factors. The importance of adding value to the system to mitigate this risk was highlighted.
- 8.6. It was confirmed that the risk register will be revisited in November, following the strategic plan's finalisation, to ensure it aligns with the new strategic goals and risk appetite.

9. Committee updates

- 9.1. Audit and Risk Committee Report: The Committee Chair provided an update on the recent Audit and Risk Committee meeting. EM had attended her first meeting, while RA attended her last.
- 9.2. The Committee received the 2024-2025 internal audit annual report, which provided overall assurance on the areas reviewed. This will feed into the annual assurance review.
- 9.3. The external audit by the NAO was underway. The committee received a surprise proposed fee increase of 32% from the NAO, which was challenged, and the Chair requested a written justification for the increase.
- 9.4. The Committee reviewed the draft financial statements and annual report. The next committee meeting in June will look at these in detail and review the results of the external audit.
- 9.5. The Board delegated authority to the Committee to approve the accounts.
- 9.6. The Committee also examined the overall governance assurance framework, which includes the processes involving the Board and Committees. Some minor changes were suggested, and the updated framework will be presented to the Board in July.

10. Board workplan 2024/25

- 10.1. It was agreed that the risk appetite discussion would be scheduled for November, following the finalisation of the strategic plan.
Action: AC to schedule Board risk appetite discussion for November.
- 10.2. The Board **noted** the workplan.

11. Any other business

- 11.1. There was no other business discussed.

12. Questions from Members of the Public

- 12.1. There were no questions.
- 12.2. The Chair thanked the observers for their interest in the PSA.



Signed by Chair

Date 16 July 2025

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 |
|---------------|----------|---|-------|----------------|-----------------|--------|
| 19 March 2025 | 5.2 | Invite all Board members to attend the next Staff day. | MH | September 2025 | | |
| 19 March 2025 | 7.3 | Invite the new Board members to attend the next Business Planning Review Committee meeting. | MH | July 2025 | Complete | |
| 22 May 2025 | 8.4 | Add a risk on under or unregulated areas like non-surgical cosmetics to the risk register. | AC | July 2025 | Complete | |
| 22 May 2025 | 10.1 | Schedule Board risk appetite discussion for November. | AC | November 2025 | | |