

Minutes of the Board Open Session meeting held on 03 July 2025 via VC

CHAIR

Polly Curtis

NON-EXECUTIVE MEMBERS:

John Ainsworth

Anne Davies

Michael Parsons

Amerdeep Somal, Ex-Officio Member

Dave Thompson

EXECUTIVE MEMBERS:

Karl Banister, Director, Operations, Legal and Clinical

ATTENDEES

Rebecca Hilsenrath, Chief Executive

Maria Mansfeld, Chief of Staff and Interim Director of Resources

Roz Pedersen, Assistant Director, Finance

Donna Linton, Governance and Risk Manager (minutes)

APOLOGIES

Paula Sussex, Ombudsman

1. Chair's Introduction and Welcome

- 1.1 The Chair welcomed members and attendees to the meeting, noting apologies from Anu Singh, non-executive Board member, and Paula Sussex, Ombudsman.

2. Declarations of Interest

- 2.1 No new interests were declared.

3. Feedback from Audit and Risk Assurance Committee

- 3.1 The Audit and Risk Assurance Committee Chair Michael Parsons provided a verbal update on the Committee's discussion about the Annual Report and Accounts 2024-25:
- The Committee endorsed the NAO's External Audit Report to the Board;
 - The Ombudsman had joined the Audit and Risk Assurance Committee to consider the Annual Report and Accounts 2024-25;
 - The Committee reviewed the unadjusted miss-statements in the accounts and management's reasons for not adjusting them;

- The Committee noted that following any change in Accounting Officer, a new Letter of Understanding needed to be signed by the Accounting Officer and provided to the NAO ahead of certification of the accounts; and
- The Committee recommended the NAO's Letter of Representation and the 2024-25 Annual Report and Accounts to the Board to be signed by the Ombudsman.

3.2 The Chair thanked the Committee, NAO and all involved in developing the Annual Report and Accounts 2024-25

4. PHSO Annual Report and Accounts 2024-25

4.1 Members noted the Chief of Staff's update, which included the below key points:

- The draft Annual Report was last considered by the Board on 18 June 2025. Since, then the forward and governance statement have been updated to reflect Paula Sussex's appointment as Ombudsman as of 26 June 2025;
- The NAO had reviewed the Annual Report. They had not yet reviewed the updated governance statement in Paula Sussex's name. However, comments were expected to be minimal; and
- The NAO had identified two recommendations for improvement in the future preparation of the financial statements, which had been accepted. PHSO remained on track to lay before the summer recess, subject to certification from the Controller and Auditor General, the aim was to lay by 17 July 2025.

4.2 Members **approved** the Annual Report and Accounts 2024-25, and Letter of Representation for signature.

5. Any Other Business

5.1 Members noted that the next meeting will be at Citygate on 17 September 2025.

The meeting ended at 11.30