

NHS Business Services Authority

Summary of Minutes of the NHSBSA Board Meeting held at 2.30pm on 5 July 2018 via telephone.

Present:

Silla Maizey	Chair
Alistair McDonald	Chief Executive
Debra Bailey	Non-Executive Director
Andrew Flanagan	Non-Executive Director
Tim Nolan	Non-Executive Director
Karen Seth	Non-Executive Director
Mark Dibble	Executive Director of Corporate Services
Andrew McKinlay	Executive Director of Finance and Commercial Services
Allison Newell	Executive Director of Strategy, Business Development and Growth

In Attendance:

Nigel Zaman	Department of Health and Social Care (DHSC)
David Jukes	Head of Governance and Secretary to the Board

Apologies:

Mark Ellerby	Non-Executive Director
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1. NHS Pension Scheme Accounts 2017/18

With the recommendation of the Audit and Risk Management Committee, Mr Flanagan proposed the Board approve and adopt the Pension Accounts.

Outcome: The Board **APPROVED** and **ADOPTED** the NHS Pension Scheme Accounts 2017/18.

2. Board Approvals

a) Capita DCSS MITI Service Agreement

Outcome: The Board **APPROVED** a 12 month extension of the above contract with Capita Business Services Ltd for the period 1 January 2019 to 31 December 2019, as permitted by the contract and authorised the Chief Executive to issue the formal contract extension notice to Capita.

b) ITIS Programme – Contracts for WAN/LAN and Telephony

Outcome: The Board confirmed that it endorsed the two procurement processes undertaken to date. The Board **also:-**

- gave **APPROVAL** to delegate authority to the Chief Executive to approve the award of the above two contracts, both with values in excess of £1m, to the providers who are selected following completion of the procurement processes,
- **APPROVED** the delegation of authority for the Chief Executive to execute the above two contracts, and
- **APPROVED** the ITIS FBC addendum to be submitted reflecting the outcome of the two procurements.

c) NHS Pensions Digitisation Partner

Outcome: Following discussion of the competitive procurement process undertaken, the Board **APPROVED** the authorisation of a commitment to enter into a contract with a value in excess of £1m with Valtech Ltd, and granted delegated authority to the Chief Executive to sign the call-off contract on behalf of the NHSBSA.

3. Any Other Business

The Board received and **NOTED** an update from the Audit Committees held on 4 July 2018.

The Board discussed and **APPROVED** the appointment of Mr Nolan as the NHSBSA Non-Executive Whistleblowing Champion.

Ms Maizey highlighted the celebrations taking place to mark the 70th birthday of the NHS, and wished to thank all colleagues involved in organising and attending events across the business.

4. Date and Venue of the next Meeting

The next Board meeting was planned for 13 September 2018 at Stella House, Newcastle.