

NHS Business Services Authority

Summary of Minutes of the NHSBSA Board Meeting held at 9.00am on 18 April 2019 at Don Valley House, Sheffield.

Present:

Silla Maizey	Chair
Alistair McDonald	Chief Executive
Debra Bailey	Non-Executive Director
Mark Ellerby	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:

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

1. Chief Executive's Report

Mr McDonald presented the Chief Executive's Report, highlighting the key points, including:

- The legislative proposal on the transfer of Arm's Length Body (ALB) functions;
- NAO's investigation into healthcare penalty charge notices update;
- EU Exit preparedness work;
- Leadership strategy events update, and
- Charity fundraising update for 2018/19, and 2019/20 plans.
- Performance using the Balanced Business Scorecard.

Outcome: The Board **NOTED** the report.

2. NHS Supply Chain Update

Mr McKinlay presented the NHS Supply Chain Update paper. It was highlighted that the amendments required to remove Supply Chain from NHSBSA Directions were made and approved. Responsibility for Supply Chain Co-ordination Limited (SCCL) would sit with DHSC from 1 April 2019. A number of services would continue to be delivered for SCCL by NHSBSA.

From 1 April 2019, accounting for the transactions and balances of the Supply Chain business would pass from NHSBSA to SCCL. This would be reflected in the NHSBSA's 2019/20 Accounts.

Outcome: The Board **NOTED** the report.

3. NHS System & Long Term Plan (LTP) Update

Ms Newell presented the NHS System and Long Term Plan (LTP) Update paper providing a summary of the key areas of development.

Outcome: The Board **NOTED** the report.

4. Finance and Commercial Report

Mr McKinlay presented the Finance and Commercial Report, including an update on the end-of-year accounts process, revenue position, and capital position

Outcome: The Board **NOTED** the report.

5. Board Approvals

ITIS - IT Hardware

Outcome: Mr McKinlay presented the ITIS – IT Hardware summary paper. Following discussion, the Board **APPROVED** the award of a 3 year contract to Computacenter (UK) Ltd to allow IT hardware to be purchased under a call-off arrangement up to a maximum total contract value of £3million, and delegated authority to the NHSBSA Chief Executive to execute the contract on behalf of the NHSBSA.

6. Any Other Business

The Board **NOTED** an update from the Remuneration and Nominations Committee meeting held on 17 April 2019, and confirmed minutes from the Audit and Risk Management Committee meeting held on 22 November 2018.

The Board wished to thank and congratulate all colleagues involved in fund raising for the British Heart Foundation. The Board wished to thank Electronic

Staff Record (ESR) colleagues for their warm welcome, and for the sessions they had delivered to the Board.

7. Date and Venue of the next Meeting

The next Board meeting was planned for 6 June 2019 at Stella House, Newcastle.