**Unconfirmed Minutes of the NHSBSA Public Meeting held at 3.00pm on**

**Tuesday 1 August 2023 in the**

**Board Room, Stella House, Newcastle upon Tyne**

**Present:**

Sue Douthwaite Chair

Michael Brodie Chief Executive

Mel Tomlin Non-Executive Director (via video conference)

Brendan Brown Chief Operating Officer

Darren Curry Chief Digital, Data & Technology Officer

**In Attendance:**

Debra Bailey Associate Non-Executive Director

David Jukes Head of Governance and Corporate Secretary (Secretary to the Board)

David Walton Head of Financial Accounting & Reporting

**PM23/01 Welcome, Introductions, Apologies for Absence and Declarations of Interest**

Apologies were received from Mark Dibble, Kathy Gillatt, Andy McKinlay, Allison Newell and Karen Seth. There were no declarations of interest declared in relation to Board meeting agenda.

S Douthwaite welcomed those present to the NHSBSA Annual Public Meeting. S Douthwaite noted no members of the public were present.

**PM23/02 Introduction to the NHS Business Services Authority**

M Brodie presented an overview of the NHSBSA, including an overview of the business and operational services, Strategy, and stakeholders.

M Brodie reminded attendees that the NHSBSA’s Strategy and Business Plan were available on the website.

M Brodie thanked colleagues and partners for their hard work during the last year.

**PM23/03 Performance Overview**

M Brodie presented an overview of performance. M Brodie reminded attendees that the Annual Report and Accounts were available on the NHSBSA website.

**PM23/04 Accounts 2021/22 Overview**

M Brodie presented key aspects of the NHSBSA’s financial performance during the year.

**PM23/05 Questions from the Public**

No members of the public were present.

**PM23/06 Any Other Business**

There were no matters of any other business.

**PM23/07 Date of Next Public Meeting**

The next public meeting of the NHSBSA Board was likely to be held in January 2024 although this date would be confirmed nearer the time.