

NHS Business Services Authority**Summary of Minutes of the NHSBSA Board Meeting
held at 9.00am on 6 February 2020 at Stella House, Newburn
Riverside, Newcastle Upon Tyne.****Present:**

Silla Maizey	Chair
Michael Brodie	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 People and Corporate Services
Andrew McKinlay	Executive Director of Finance and Commercial Services
Allison Newell	Executive Director of Strategy, Performance, 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
Brendan Brown	Director of Citizen Services (items 3 and 4 only)
Nick O'Reilly	Chief Technology Officer (item 5 only)
Jane Miller	Head of Wellbeing and Inclusion (item 8 only)

Apologies for Absence and Declarations of Interest:

There were no apologies received. There were no declarations of interest declared in relation to Board meeting agenda.

1. Chief Executive's Report

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

- Ministerial Team for Health and Social Care;
- visit of the Secretary of State for Health and Social Care, Matt Hancock, to the NHSBSA;

- ongoing relationship building work with external stakeholders;
- NHSBSA Senior Leadership Forum;
- update on NHSBSA 'Catalyse' sessions;
- Public Accounts Committee's (PAC) report on Penalty Charges in Healthcare, and
- NHSBSA Balanced Business Scorecard and service performance.

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

2. Strategy and Business Planning Update

Ms Newell provided the Board with an update on the development of the Business Plan for 2020/21 and Strategy for 2020-23.

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

3. NHS Student Funding Update

Mr Brown provided the Board with an overview of the recently announced new NHS student funding which was being made available from September 2020 and would be administered by the NHSBSA.

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

4. EU Exit Update

Mr Brown provided the Board members with an update on EU Exit, and the actions being taken by the NHSBSA.

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

5. ITIS Update

Mr O'Reilly presented the report providing an update to the Board on the progress of the ITIS programme.

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

6. Health and Social Care System Update

Ms Newell presented the Health and Social Care System Update paper, providing the Board with a summary of recent activity across the health and care system.

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

7. Finance Report

Mr McKinlay presented the Finance Report highlighting key points, including the revenue and capital position.

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

8. People Update – Wellbeing and Inclusion

Mr Dibble and Ms Miller provided an overview of the achievements and ongoing work related to wellbeing and inclusion.

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

9. NHSBSA Risk Review

Mr Jukes presented the paper, outlining risk management arrangements, ongoing benchmarking and development work, the outcome of the recent audit of Risk Management undertaken by Internal Audit and the resulting 'substantial' rating and the draft NHSBSA Risk Appetite Statement for 2020/21.

Outcome: The Board **NOTED** the update and **AGREED** the NHSBSA Risk Appetite Statement.

10. Any Other Business

The Board recognised the ongoing efforts of all colleagues involved in delivering the ITIS Programme, and wished to thank all involved. They also wished to congratulate all colleagues involved in the Wellbeing and Inclusion agenda, including achieving 51st place on this year's Stonewall Workplace Equality Index.

The Board received training on Service Accessibly.

11. Date and Venue of the next Meeting

The next Board meeting was planned for 12 March 2020 in Stella House, Newcastle upon Tyne.