**NHS Business Services Authority**

**Summary of Minutes of the NHSBSA Board Meeting**

**held at 1.00pm on 9 August 2017**

**Present:**

Silla Maizey Chair

Alistair McDonald Chief Executive

Debra Bailey Non-Executive Director

Patrick McGahon Director of Finance and Corporate Services

Steven Pink Director of Change & Commercial Delivery

**In Attendance:**

Mark Dibble Corporate Secretary

Nigel Zaman Department of Health

Jhun Almadin Ernst and Young (item 1 only)

Lugman Balogun Ernst and Young (item 1 only)

Jim Craig Procurement Transformation Programme (item 2 only)

Nayan Rughani Procurement Transformation Programme (item 2 only)

**Apologies:**

Mark Ellerby Non-Executive Director

Andrew Flanagan Non-Executive Director

Tim Nolan Non-Executive Director

Ben Masterson Department of Health

1. **NHS Supply Chain Continuity Plan**

Mr Pink introduced the background to the Continuity Plan. The plan had been developed by Ernst and Young on behalf of the NHSBSA.

Jhun Almadin and Lugman Balogun from Ernst and Young joined the meeting and shared the very latest version of the contingency plan. Mr Almadin outlined the remaining work to finalise the continuity plan.

The Board discussed the Continuity Plan.

**Outcome:** The Board **NOTED** progress on the NHS Supply Chain Continuity Plan.

1. **NHS Supply Chain Category Tower Contracts**

Jim Craig from DH’s Procurement Transformation Programme introduced the report, the category towers and provided context around the wider delivery timescales.

**Outcome:** The Board **APPROVED** the award of the category towers.

1. **Any Other Business**

Mr McDonald highlighted his plans to re-organise the NHSBSA’s senior management structure. A formal consultation was due to commence on 14 August 2017 for two weeks. Ms Maizey confirmed the proposals had been discussed and agreed by the Remuneration and Nominations Committee.

1. **Date and Venue of the next Meeting**

The next meeting was planned for 14th September2017 at Stella House in Newcastle.