

NHS Business Services Authority

Summary of Minutes of the NHSBSA Board Meeting held at 9.00am on 9 July 2020 via video conference.

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
Andy 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
Gordon Coyne	Director of NHS Workforce Services
Darren Curry	Chief Digital Officer
Martin Kelsall	Director of Primary Care Services
Nick O'Reilly	Chief Technology Officer
Paul McGettigan	Head of Business Development (Interim) (items 1 and 2 only)
Paul Spooner	NHS ESR Programme Director (items 1, 2, 3 and 4 only)
David Roberts	Head of Service – NHS Jobs (item 5a only)

Apologies for Absence and Declarations of Interest (Register of Interests – Formal Review):

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

1. COVID-19 Update (inc. People Update)

M Brodie and M Dibble provided an overview of the ongoing COVID-19 response.

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

2. Strategic Ambition Update: Population Health

A Newell and P McGettigan provided an update on progress with the NHSBSA Population Health Strategic Ambition.

The Board thanked A Newell, P McGettigan and their team for their ongoing work in this area.

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

3. Learning Support Fund Update

B Brown took the Board through the Learning Support Fund Update presentation.

The Board wished to thank and congratulate all colleagues involved in the successful launch of the service, recognising the additional challenges faced due to COVID-19.

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

4. ESR Business Case

G Coyne and P Spooner presented the ESR Re-procurement Outline Business Case (OBC) briefing to the Board.

Outcome: The Board **APPROVED** the ESR Re-procurement Outline Business Case.

5. Commercial Board Approvals/ Briefings

a) NHS Jobs

Outcome: The Board **APPROVED** the amendment of the existing contract for NHS Jobs to include additional options to extend the Contract with the supplier, Methods Consulting Limited (“Methods”), and granted delegated authority to the Chief Executive Officer to execute the required contract variation agreement.

b) Healthy Start (HS) Scheme Payments Briefing

A McKinlay presented the Healthy Start (HS) Scheme Payments Briefing paper.

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

6. Any Other Business

The Board wished to thank the Leadership Team and their teams for their ongoing hard work and dedication in response to COVID-19, and in ensuring critical NHSBSA services continued to operate.

7. Date and Venue of the next Meeting

The next Board meeting was planned for 10 September 2020 via video conference.