

BOARD MEETING HELD IN PRIVATE

Date/Time Thursday, 28 July 2016
Location Room 405, Southside, 105 Victoria Street, London, SW1E 6QT

MINUTES

RECORD OF MEETING

Opening Administration

- I. Apologies were received from Michelle Mitchell, Non-Executive Member.
There were no declarations of interest over and above those held on record.

1. Review of the minutes from the meeting held on 26 May 2016

- 1.1 The minutes of the meeting held on 26 May 2016 were approved as an accurate record.
There were no matters arising.

2. Shared Business Services Incident update

- 2.1 TEXT REDACTED. Karen informed the Board that the Audit and Risk Assurance Committee (ARAC) had reviewed the incident and the handling in some detail, and had requested a further update be brought to the wider Board.
- 2.2 TEXT REDACTED
- 2.3 The Board noted the update on the decisions and actions being taken to address the SBS issue, and endorsed the approach being taken to resolve the incident.
- 2.4 TEXT REDACTED
- 2.5 A recovery plan is in place with Capita, who had worked through the root causes of the issues and were now on trajectory to resolve this. Karen assured the Board that the relationship with Capita remains strong and work continues to monitor the situation.
- 2.6 The Board noted the update.

3. Verbal update on the TPP/QRisk incident

- 3.1 Matthew Swindells informed the Board of a problem with an algorithm (Q-Risk) which assesses the likelihood of patients having a stroke or a heart attack within 10 years, TEXT REDACTED. However, TPP [TEXT REDACTED] had recently discovered an error which had occurred TEXT REDACTED. This error had resulted in some patients having been misidentified.
- 2.7 3.2 TEXT REDACTED
- 2.8 3.3 TEXT REDACTED
- 2.9 3.4 The Board noted the update

4. Review of Board Agendas for the September Meetings

- 4.1 The draft agendas for the Board meetings in September were discussed and approved with some caveats. The Board agreed that the Chairman and Chief Executive would finalise these with the Board Secretary.

5. Any Other Business

- 5.1 David Roberts informed the Board that, following recent opinions received from both the National Audit Office and the Head of Internal Audit for NHS England progress was required around internal control procedures (such as third party management, and off-payroll workers etc) within NHS England. An initial meeting between David, as Chairman of ARAC, Paul Baumann and Karen Wheeler had been held to discuss how best to address this, but David stressed that, alongside each of the other priorities over the coming months, it was important to make material progress in these areas. David alerted National Directors to the fact that they would be invited, on an individual basis, to attend ARAC meetings to set out their own current position, particularly on high priority incomplete audit actions.
- 5.2 The Board noted this high priority status of this issue.

Agreed as an Accurate Record of the Meeting

Date:	
Signature:	
Name:	Professor Sir Malcolm Grant
Title:	NHS England Chairman

Members:

Professor Sir Malcolm Grant	Chairman
David Roberts	Vice Chairman
Simon Stevens	Chief Executive Officer (CEO)
Lord Victor Adebowale	Non-Executive Member
Wendy Becker	Non-Executive Member
Professor Sir John Burn	Non-Executive Member
Dame Moira Gibb	Non-Executive Member and Investment Committee Chairman
Noel Gordon	Non-Executive Member and Specialised Services Commissioning Committee Chairman
Paul Baumann	Chief Financial Officer (CFO)
Professor Jane Cummings	Chief Nursing Officer (CNO)
Sir Bruce Keogh	National Medical Director (NMD)
Ian Dodge	National Director: Commissioning Strategy (ND:CS)
Matthew Swindells	National Director: Operations & Information (ND:O&I)
Karen Wheeler	National Director: Transformation and Corporate Operations (ND:TCO)

Apologies:

Michelle Mitchell	Non-Executive Member
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Secretariat:

Lesley Tillotson	Board Secretary
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