

**Minutes of the Eighty Fourth Meeting of NHS Blood and Transplant
held at 09.30am on Thursday 29th March in the Intavent Room at The Association of
Anaesthetists, 21 Portland Place, London, W1B 1PY**

Present: Ms M Banerjee Mr K Rigg
 Mr R Bradburn Mr I Trenholm
 Mr R Griffins Mr J Monroe
 Ms S Johnson Mr C St John
 Dr G Miflin Dr H Williams
 Lord J Oates Prof P Vyas
 Mr G Methven Ms L Fullwood

In attendance: Ms L Austin Mr J Mean
 Mr I Bateman Ms S Baker
 Ms K Robinson Mr J Magee
 Mr M Stredder Mr A Powell
 Mr B Hume Ms C Rose
 Mr M Taylor Mr S Park
 Ms R Cornish Mr A Khan
 Mrs S Baker

1 APOLOGIES AND ANNOUNCEMENTS

The Board welcomed Samantha Baker and Joe Magee, representing the Scotland and Northern Ireland Health Departments, respectively.

The Board welcomed Jeremy Mean from the Department of Health and Rae Cornish from the Welsh Health Department.

2 DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest.

3 (18/107) BOARD 'WAYS OF WORKING'

The 'Ways of Working' were noted.

4 (18/108) MINUTES OF THE LAST MEETING

The minutes of the last meeting were approved.

5 (18/109) MATTERS ARISING

The Matters Arising were noted as complete

6 (18/110) PATIENT STORY

Dr Miflin presented a patient story to the Board that highlighted the important role that Donor Carers as front line staff, have in advocating blood donation.

The Board commended the work of the donor who is a great advocate for NHSBT and has donated over 400 units in the past 40 years. The Board also recognised the hard work that Donor Carers do on a day to basis.

7 (18/111) **CHIEF EXECUTIVE'S BOARD REPORT**

Mr Trenholm presented the Chief Executive's Report as detailed in paper 18/111. This report focused on our key communications activity and highlighted other issues of performance and risk. The report focused on the following key points:

- A) The NHS require NHS Blood and Transplant to adopt the new UK Government Security Classification Scheme which will replace the existing NHS information classification policy. Mr Trenholm said that the new classification system will introduce fewer information classifications at NHSBT, reducing complexity.

- B) Media coverage has helped to alleviate blood stock issues caused by severe weather through March which has seen NHSBT lose around 8000 units of red blood cells. Mr Griffins said that the note from the CEO on the update on NHSBT's stock position in March was extremely useful and comprehensive.

- C) Mr Trenholm said that the Government has now concluded its consultation on a proposed "opt-out" system of organ donation with a view to hear the findings and the Governments response in June. Mr Trenholm said that Geoffrey Robinsons MP's Private Members Bill on organ donation opt out has successfully passed the Second Reading and will now go before the Committee. The briefing we provided to MPs was used extensively during the debate.

- D) In terms of internal activity, we have promoted the new national Liver Offering Scheme as part of the ODT Hub Programme. NHSBT also celebrated Lesbian, Gay, Bisexual and Transgender history in the month of February, which saw a number of colleagues share their personal stories in a series of blogs.

Mr Stredder delivered a presentation on our stock position. The key highlights of the presentation were:

- A) The low stocks seen since December were driven by under collection through the Autumn and in turn reflect a fall in the number of active donors. Due to the bad weather in March we have struggled to re-build stock levels. The bad weather has resulted in stock levels falling to a further low and are unlikely to recover by Easter

- B) In the month of November we met our collections target, 1000 units ahead of target. As such on the 1st December we were in a strong stock position. The snow in December had a relatively small impact on blood supply which cost us around 2000 units.

Mr Stredder said that we have taken necessary actions to increase collections. The two key actions that were highlighted were:

- A) We have significantly increased the number of sessions as well as increased the grid sizes, in total adding 10,000 appointments. There

are also incentives in place to encourage colleagues to work additional shifts.

- B) We have increased PR activity and focused marketing spend on stock build.

8 (18/112) **BOARD PERFORMANCE REPORT**

Mr Bradburn provided an overview of the position as detailed in paper 18/112. The paper focused on the following key points:

- A) Due to the bad weather in March we have struggled to re-build stock levels. The bad weather has resulted in stock levels falling to a further low and are unlikely to recover by Easter. Mr Bradburn said that we aim to return to our stock target level by June. The Board noted that despite the ongoing winter conditions, sickness absence remained unchanged this month.
- B) The Board noted that the number of deceased donors year to date is now 2.2% ahead of plan and 11% higher than last year. The number of deceased transplants is now 3.3% lower than plan, but 8% higher than last year.
- C) Mr Bradburn said that the income trend in TAS, RCI and SCDT continues to be positive with year to date income growth of 10% of DTS overall.

ACTION: Mr Khan to add “Triennial review report” to the May Board agenda.

AK

9 (18/113) **CLINICAL GOVERNANCE REPORT**

Dr Mifflin presented the Clinical Governance Report as detailed in paper 18/113.

The Board noted that there were no new Serious Incidents between the 1st December 2017 and the 31st January 2018. Dr Mifflin said that despite the recent extreme weather conditions NHSBT did not fail to deliver blood to any hospital.

10 (18/114) **BUDGET APPROVAL**

Mr Bradburn presented the budget as detailed in paper 18/114

OUTCOME: The Board approved the NHSBT budget for 2018/19

ACTION: Mr Bradburn to provide a further update in May to reflect the NHS pay settlement and the impact of the revised approach to CSM

RB

11 (18/115) **OVERVIEW OF PRELIMINARY PRICING FOR NCG 2019/20**

Dr Williams presented the paper as detailed in paper 18/115

Dr Williams provided a summary of the preliminary pricing proposals for NHSBT's blood components and specialist services for 2019-20. He said that upon approval from the Board these pricing proposals will be submitted to the National Commissioning Group in May with a view to implementation in 2019/20.

The Board noted the proposal to increase the red cell unit price by 2.9% which, when netted off against the decline in demand would result in an overall decline in NHS expenditure on blood products.

Dr Williams said that although we can reduce the overall cost of blood to the NHS in 19/20 removing the cost and capacity to keep pace with reducing red cell demand will become increasingly challenging. The Board noted that there would need to be a further price increase in 2020/21.

OUTCOME: The Board approved the preliminary pricing proposals prior to the NCG meeting in May.

12 (18/116) **SECURING CYBER RESILIENCE IN HEALTH AND CARE**

Mr Powell presented the paper as detailed in 18/116. The Board noted the assurance that the cyber stance at NHSBT is at least consistent with the minimum requirements outlined in the letter.

ACTION: Mr Griffins said that it would be useful to review NHSBT's current position on cyber security, particularly given the extensive ongoing modernisation of the technology estate as a standing item at the next few Board meetings.

AK

13(18/117) **DELIVERY PARTNER CONTRACT**

Mr Powell presented the paper.

The Board noted that a recent procurement exercise was undertaken to support NHSBT with the delivery of the CSM and ODT programmes.

OUTCOME: The Board approved the award of a 2-year contract to provide management support, guidance and software development support services for NHSBT across the CSM and ODT programmes.

14 (18/119) **ODT STRATEGIC PERFORMANCE REVIEW INCLUDING NED REVIEW**

Ms Johnson delivered the presentation. The presentation focused on the following key points:

- A) The Board noted that ODT are on course for another record year with over 1400 deceased donors at the end of February – this surpassed 2016/17. Mr Johnson said that there were approximately 3600 transplants at the end of February – which will also be another record achievement

- B) Ms Johnson said that in preparation for a strategy beyond 2020, we are exploring the proposition of “missing no opportunity” as well as aiming to “reduce the wait for a transplant”.
- C) A comprehensive review was conducted by Mr St John, who had identified a myriad of positives as well as areas of improvement, as detailed in the presentation. One of the key points highlighted in the presentation and in the NED review was the challenge around recruitment in ODT which is becoming increasingly difficult as we exhaust the pool of ITU nurses, particularly in London, and those with BAME heritage.

15 (18/120) **ODT TRANSFORMATION 2018/2019**

Mr Hume delivered the presentation on the ODT Hub Programme 2018/19 business case. The presentation focused on the following three points:

- A) The programme took an incremental approach – Mr Hume said that over the past two years several changes have been made including safely implementing Heart, Lung, Liver and Intestinal offering schemes on new platforms. Organ offering was also centralised and a single referral line was implemented for deceased organ donation.
- B) The Board noted that the 2017/18 business case benefits that were brought to the Board have been delivered.
- C) Mr Hume said that in 2018/19 the programme will continue changes within NHSBT and for our hospital partners. The programme will implement new Kidney and Pancreas Offering Schemes to ODT Hub organ offering platforms. The Board also noted that the programme intends to provide simple and effective electronic solutions for completing regulatory HTA A and B forms.

OUTCOME: The Board approved the paper.

16 (18/121) **GENDER PAY GAP REPORTING**

Ms Robinson presented the paper as detailed in the paper 18/121

OUTCOME: The Board noted the data that NHSBT will publish in relation to the Gender Pay Gap reporting and agreed the actions proposed as next steps as detailed in paper 18/121

17 (18/122) **MARKETING AND COMMUNICATIONS FUNCTIONAL REVIEW INCLUDING NED REVIEW**

Ms Austin, Mr Park and Ms Rose delivered the Marketing and Communications Functional Review. The key highlights of the presentation were:

- A) The Board noted the specific targets assigned to the Marketing and Communications function in 2017/18. Ms Austin said that we have secured 197,000 new blood donor attends with a particular focus on O negative which is on track to meet our target.
- B) We are also on track with ODR registrations as well as promoting both sales and innovation in our specialist areas and products.
- C) The NED evaluation suggested that NHSBT should consider trialling more demanding messaging in its marketing.

18 (18/123) **CHAIR FEEDBACK ON BOARD WAY FORWARD**

The Chair's feedback was noted and the proposals were approved.

19 (18/124) **MINUTES OF THE TRUST FUND COMMITTEE FEBRUARY 2018**

The minutes were approved

20 (18/125) **MINUTES OF THE GOVERNANCE AND AUDIT COMMITTEE JANUARY 2018**

The minutes were approved

21 (18/126) **MINUTES OF THE NATIONAL ADMINISTRATIONS COMMITTEE JANUARY 2018**

The minutes were approved

22 (18/127) **REPORTS FROM THE UK HEALTH DEPARTMENTS**

Reports were noted from Scotland and Wales.

23 **ANY OTHER BUSINESS**

There was no other business

24 **DATE OF NEXT MEETING**

24th May at the Royal College of Anaesthetists