

**Minutes of the Seventieth Meeting of NHS Blood and Transplant  
held at 09.00am on Thursday 26 November 2015 at the  
Royal College of Obstetricians & Gynaecologists  
27 Sussex Place, Regent's Park, London NW1 4RG**

Present:            Mr J Pattullo            Ms S Johnson  
                         Mr A Blakeman        Mr P Lidstone  
                         Mr R Bradburn        Mr J Monroe  
                         Dr C Costello          Mr K Rigg  
                         Ms L Fullwood        Mr I Trenholm  
                         Mr R Griffins          Mr S Williams  
                         Ms C Howell           Dr L Williamson

In attendance:    Ms L Austin            Mr M Stredder  
                         Mr I Bateman          Ms K Phillips  
                         Mr D Evans            Mr E Webb  
                         Mr A Powell           Ms J Minifie

#### **15/126 APOLOGIES AND ANNOUNCEMENTS**

Mr Pattullo said he, Mr Trenholm and members of the Executive Team had attended the National Awards Ceremony on 25 November. He congratulated the Team on the number of high performers and on the spirit in the room on the day.

Mr Pattullo welcomed Peter Lidstone, Director of Manufacturing and Logistics, to his first NHSBT Board meeting.

Apologies had been received from Dr Williams, Mr Brown and Ms Evans.

Mr Pattullo welcomed Catherine Howell, Chief Nurse – Diagnostic & Therapeutic Services, who was representing Dr Williams; and Karin Phillips from the Welsh Government. He also welcomed Jo Tossell, SaBTO Secretariat/NHSBT Safety Programme Co-ordinator, and Denise Dourado, Assistant Director Business Transformation services, who were attending the meeting as observers as part of their development.

Mr Pattullo said that the GAC had proposed at its recent meeting that the Performance reports should feature higher on the Board agenda as they were frequently squeezed for time and it was agreed to change the order of the agenda at this and future meetings.

#### **15/127 DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest.

#### **15/128 AGREED WAYS OF WORKING**

A revised document was the subject of agenda item 10.

#### **15/129 MINUTES OF THE LAST MEETING**

The minutes of the previous meeting were agreed.

## 15/130 MATTERS ARISING

Paper 15/85 was noted.

Mr Evans said it had been difficult to obtain useful data to benchmark our Workforce Development Expenditure. Mr Blakeman said that what was available suggested our contribution is correct. There will be a further review of the function in 2016. Mr Bradburn commented that Sir Keith Pearson, who chairs the Health Education Authority, was extremely complimentary about our programme for leadership development.

Ms Johnson agreed to report on the outcome of the submissions on organ donation opt out arrangements to the Northern Ireland and Scottish Ministers at the next meeting. Ms Austin commented that any centralisation of cross government marketing spend would exclude blood but could affect organs although the potential centralisation related only to England.

**SJ**

## 15/131 IMPLEMENTATION OF THE SUPPLY OF HEPATITIS E VIRUS (HEV) TESTED COMPONENTS

Dr Williamson presented paper 15/86. The Board noted the implementation plans and anticipated increase in demand for HEV tested components and approved the additional charge for HEV-negative components. They also noted that an extra surge in demand was anticipated in the final quarter of 2015/16 when the product would be available at no extra charge and that it was expected that this pressure could be absorbed. The Board also noted the proposed research priorities which had been reviewed by the R & D Committee on 23 November.

The Board confirmed they were content with the way in which they had been asked to consider this change to the approval they had given at the previous meeting.

Dr Williamson said a number of learning points had arisen from the process of this particular SaBTO recommendation and she agreed to provide a paper for discussion at the January Board meeting.

**LW**

## 15/132 CHANGES TO TESTING FOR HUMAN T-LYMPHOTROPIC VIRUS (HTLV) TESTING

Dr Williamson presented paper 15/87. The Board approved the adoption of the SaBTO recommendation to move from universal HTLV screening of donors to screening only new donors, plus those donations being used to manufacture non-leucodepleted components (pooled granulocytes and clinical buffy coats). The Board noted that manual control steps will be validated and adopted pending PULSE development later in 2016.

It was suggested that a mechanism for reviewing the need for continuing with specific tests when circumstances change would be appropriate and Dr Williamson agreed to follow this up with JPAC.

**LW**

## 15/133 CHIEF EXECUTIVE'S BOARD REPORT

Mr Trenholm presented paper 15/95, highlighting the key points. In particular he congratulated Ms Johnson and the ODT team for the exceptional performance figures for October. He also summarised the key points for NHSBT from the Government Spending Review and the implications for NHSBT of the potential strikes by Junior Doctors. Mr Trenholm had participated in a DH 2020 challenge session on 20 November and Mr Pattullo encouraged Directors to take up any further opportunities for NHSBT involvement.

#### **15/134 BOARD PERFORMANCE REPORT**

Mr Bradburn presented paper 15/96, highlighting the key points. In Blood he noted that collection volumes were behind plan in October but plans were in place to improve stock levels for the Christmas period. Although absolute stock levels continued to be lower than ideal the blood group mix remained strong. He also noted that Oneg issues were the highest on record at 12.9% of total issues although this was partially driven by supply switching in respect of Ro units as well as demand. Mr Rigg asked for details of the differential between O negative supply and demand and Mr Bradburn agreed to provide these. It was agreed to receive an update on progress on the 2020 strategy at the January meeting.

**RB  
PL**

In DTS, cord blood issues and BBMR matches continued to run significantly behind plan and were the primary cause of the budget shortfall. The Board agreed to review our approach to commercial activity at the March meeting; (Ms Howell to inform Dr Williams).

**CH**

For ODT the highlights were the record month for deceased donation and for transplants and a significant increase in the consent rate to 69%. Ms Austin said she would be providing feedback on evaluation of the work aimed at improving consent rates at the January meeting.

**LA**

#### **15/135 NHS ENGLAND WORKFORCE RACE EQUALITY STANDARD REPORT**

Ms Johnson and Mr Evans presented paper 15/88 and the supporting appendix. The Board supported the actions proposed to implement the new standard and address areas for improvement.

#### **15/136 TRANSPLANT POLICY REVIEW COMMITTEE: REVISED TERMS OF REFERENCE**

The Board approved the changes to the Terms of Reference as set out in paper 15/92.

#### **15/137 ABO NEW SAFETY FRAMEWORK: RISK BASED DECISION MAKING**

Dr Williamson presented paper 15/89. The Board approved replacement of the current safety framework with that developed by the ABO group. They also agreed that the framework should be assessed for suitability for safety decisions relating to organ transplantation. In giving their approval they stressed the importance of ensuring the new processes are "Lean".

#### **15/138 REVIEW OF THE BOARD "WAYS OF WORKING"**

Mr Pattullo presented paper 15/90 which had been prepared by Mr Evans and Ms Austin with input from Mr Williams. A number of points were raised which were noted by Mr Evans. It was agreed that Mr Evans would incorporate these into the document which he would circulate for final comment. The resulting document would then be used at the front of the agenda for the next meeting when Mr Evans will lead a discussion on how the Board will use the principles.

DE

DE

#### 15/139 **EXTENSION OF NATIONAL COURIER CONTRACT**

Mr Lidstone presented paper 15/91. The Board approved the extension of the current national courier contract with TNT for a third and final period of one year from 1 February 2016 to 31 January 2017. Mr Lidstone was asked to check the arrangements for changes of control as TNT are currently being acquired.

PL

#### 15/140 **REVIEW OF STRATEGIC TARGETS 2016-21**

Mr Bradburn presented paper 15/93. The Board agreed that the targets for the Organ Donor Register should be revisited, because of the different approaches being taken by individual countries within the UK; and agreed that a revenue target for DTS as a whole should be included in addition to those for its individual components. The Board agreed to receive a final document for approval at the March meeting.

RB

#### 15/141 **BUSINESS TRANSFORMATION SERVICES FUNCTIONAL REVIEW**

Paper 15/94 was received. Following introductory comments by Mr Evans, Denise Dourado, Assistant Director Business Transformation Services, gave a presentation which set out the way in which the BTS function is supporting NHSBT's strategy. This was extremely well received.

#### 15/142 **CLINICAL GOVERNANCE REPORT**

Dr Williamson presented paper 15/97 and this was noted.

Dr Williamson presented paper 15/98 which concerned a Serious Incident Requiring Investigation (SIRI) relating to a transcription error in the H & I laboratory. The outcome of the review of our overall testing protocols for deceased donor typing will be presented to the Board at its meeting in January; (Ms Howell to inform Dr Williams). Ms Howell agreed to provide Dr Costello with the full report relating to this particular event in the meantime.

CH

CH

Dr Williamson presented paper 15/99 which concerned a SIRI relating to a known, rare, complication of bone marrow donation and this was noted.

Regrettably, since these papers had been issued, three further SIRIs had been reported to the Board as follows:

- (i) An error in the Organ Donation Duty Office which had resulted in a kidney being allocated to a patient in incorrect order. Investigations as to whether the patient to whom the offer should have been made has been disadvantaged are not yet complete. The Board will be kept informed.

(ii) Dr Williamson summarised events which had led to incorrect blood being transfused to a baby. Work is taking place to identify systemic issues which allowed this to happen and to take steps to avoid a repetition. The Board will receive a report on the outcome of this work at its meeting in January.

**LW**

(iii) A small number of records on the Organ Donor Register (ODR) were found to have been corrupted. Immediate action was taken to ensure that no wrong actions could be taken on the basis of these records and the records have now been corrected. Investigations had highlighted another potential issue which is also under control. Root Cause Analyses are being carried out. These issues have raised very serious concern and there will be a review of our validation and stress testing processes once the Root Cause Analysis is completed to take account of lessons learned. The outcome of this review will be reported to the Board at its meeting in March.

**AP**

#### **15/143 MINUTES OF THE GAC MEETING 25.9.15**

The minutes were noted. Mr Griffins also reported briefly on the GAC meeting of 20.11.15, highlighting a discussion at this meeting about NHSBT's role in the UK's potential handling of a mass casualty incident like the very recent one in Paris. While the GAC had been assured about NHSBT's level of preparedness for the part it would need to play, the Board should be informed of the outcome of the latest inter-agency NHS coordination on the subject. Ms Howell agreed to arrange a report for Board members.

**CH**

#### **15/144 MINUTES OF THE EXPENDITURE CONTROLS COMMITTEE MEETING 19.10.15**

The minutes were noted.

#### **15/145 REPORTS FROM THE UK HEALTH DEPARTMENTS**

Paper 15/102 was noted.

#### **15/146 ANY OTHER BUSINESS**

Mr Trenholm was pleased to announce that our National Blood Week campaign involving Missing Types had swept the board at the Drum awards in London the previous evening. The campaign won four awards, including the Grand Prix for best campaign of the year, in competition against prominent organisations including Sony, British Airways, Virgin and Direct Line.

There was no further business.

#### **15/147 DATE OF NEXT MEETING**

The next meeting will be held on Thursday 28 January at the Royal College of Obstetricians and Gynaecologists.

**15/148 RESOLUTION ON CONFIDENTIAL BUSINESS**

The resolution, 15/103, was agreed.

**15/149 REGISTER OF SEALINGS**

Paper 15/104 was noted.

**15/150 HUMAN TRANSPLANTATION (WALES) ACT 2013: PROGRESS WITH IMPLEMENTATION**

Paper 15/105 was noted.

**15/151 FORWARD AGENDA PLAN**

Paper 15/106 was noted.