

## DRAFT

### Minutes of the Fifteenth Meeting of NHS Blood and Transplant held at 9.30am on Thursday 5<sup>th</sup> April 2007 at the Royal College of Obstetricians and Gynaecologists 27 Sussex Place, Regent's Park, London NW1 4RG

Present:	Mr E Fullagar	Dr A Robinson
	Mrs E Buggins	Dr C Ronaldson
	Mr J Forsythe	Mr C Rudge
	Mr M Gorham	Mr B Savery
	Mr D Greggains	Dr D Walford
	Mrs J Gubbins	
In attendance:	Mr D Evans	Mr A McDermott
	Mr C Hartley	Mr W Connon
	Mr T Male	Ms J Minifie

#### 07/24 **APOLOGIES AND ANNOUNCEMENTS**

Apologies for absence had been received from Mrs Reynolds, Mr Dryburgh, Mr Garwood and Mr Jenkins. The Board wished Mr Garwood a speedy recovery and Mr Gorham said he would be speaking to him during the following week.

This being Dr Robinson's last Board meeting before her retirement, Mr Fullagar thanked her on behalf of the organisation for all she had done for NHSBT and its predecessor organisations. He had heard only admiration for her work and experience and said that her contribution would remain visible into the future. Dr Robinson thanked Mr Fullagar for his comments.

#### 07/25 **MINUTES OF THE LAST MEETING**

The minutes of the previous meeting were agreed.

#### 07/26 **MATTERS ARISING**

##### 26.1 **Tissue Services – Skin**

A note had been circulated.

##### 26.2 **Performance Report**

Mr Rudge had responded to Dr Robinson's query about road traffic accidents.

##### 26.3 **Finance Report**

Mr Gorham had received confirmation from Directors that all capital expenditure made in the remainder of the 06/07 financial year would represent value for money.

Mr Savery said the DH had approved NHSBT's request to open a new dollar account for BPL with Lloyds, and thanked Mr Connon for his help with this matter.

#### 07/27 **FINAL DRAFT OF 2007/08 BUSINESS PLAN**

Mr Male said that the document presented at the last meeting had been amended to take account of the Board's comments and comments made by the DH.

Mr Male said that Mr Jenkins had asked him to point out that the GAC had requested that the Assurance Framework be used by managers as a living document. He said

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that Mr Jenkins had also asked some specific questions on funding with regard to Colindale and with regard to changes in capital investment charges in the NHS and Mr Savery was following up on these. Mr Jenkins had also asked some questions about timings in the Work Plan (Appendix 1) which Mr Male would respond to, but these were not material to the plan itself.

Mr Greggains said that Mr Jenkins had asked him to raise another point. This was that the Business Plan did not include milestone points at which progress could be assessed. The Board noted that this was a high level version of the plan and Directors would be working to the more detailed work programmes that supported it.

Mr Fullagar said that he had asked Mr Gorham and Mr Male to meet with him and members of the GAC on 4<sup>th</sup> April to consider various issues arising from the implementation of the strategy; and that Mr Jenkins had raised most of these comments at that meeting. Mr Gorham said that work taking place around those issues would address all Mr Jenkins' questions.

Mrs Buggins said she was pleased with the final draft of the Business Plan, having found it easy to track the changes made following the last meeting. She also felt it would be understandable to people not familiar with NHSBT's activities.

The final draft of the 2007/08 Business Plan was approved.

### 07/28 **ANY OTHER BUSINESS**

There was no other business.

### 07/29 **DATE OF NEXT MEETING**

The next meeting would be held on Thursday 3 May at the Royal College of Obstetricians and Gynaecologists, London NW1.

### 07/30 **RESOLUTION ON CONFIDENTIAL BUSINESS**

The resolution was approved.