

NHS Blood and Transplant National Administrations Committee Annual Report 2018/19

Status: Official

1 PURPOSE OF THE REPORT

The National Administrations Committee has prepared this report for the NHSBT Board. It sets out how the Committee has satisfied its Terms of Reference during 2018/19.

2 OVERVIEW AND OBJECTIVES OF THE COMMITTEE

The National Administrations Committee exists to oversee on behalf of the Board the development and implementation of plans supporting the policies of the four Health Departments in the United Kingdom.

The objectives of the National Administrations Committee are to:

- Foster and support the maintenance of excellent working relationships and partnerships with the Health Departments of the three devolved administrations
- Provide challenge and scrutiny of detailed proposals and plans to implement the policies of the three devolved Health Departments
- Monitor risks to delivery and provide a forum to manage competing and/or contradictory requirements across the four UK Health Departments
- Review any specific issues the Board may ask the Committee to scrutinise
- Oversight of any Brexit implications on behalf of the Board

3 MEMBERSHIP

The National Administrations Committee membership in respect of the financial year 2018/19 was:

Millie Banerjee	Chair
Keith Rigg	Non-Executive Director (representing Scotland)
Jeremy Monroe	Non-Executive Director (representing Wales)
Louise Fullwood	Non-Executive Director (representing Northern Ireland)
Sally Johnson	Director of Organ Donation and Transplantation
Ceri Rose	Interim Director of Marketing and Communications (Secretary to the Committee)
John Forsythe	Associate Medical Director (Organ Donation and Transplantation)
Ian Bateman	Director of Quality and designated Executive lead for EU liaison

The National Administrations Committee had two further attendees throughout 2018/19:

Wayne Lawley, Head of Corporate Communications (Observer)
Cathy Allen, Corporate Communications Manager (Minutes)

4 TERMS OF REFERENCE

The Terms of Reference for the Committee were updated in September 2018.

5 MEETINGS

Three meetings were held during the year:

- 05 July
- 26 September
- 28 January

Leonie Austin, Director of Marketing and Communications left the organisation in May 2018 and has been replaced on an interim basis by Ceri Rose.

Louise Fullwood concluded her role as an NHSBT Non-Exec Director in December 2018. Louise has been replaced by new Non-Exec Director Helen Fridell who will join the Committee from July 2019.

All meetings during 2018/19 were quorate.

6 DUTIES AND FINDINGS

- 6.1 The Committee discussed and monitored relationships with each administration, particularly in relation to issues of organ donation and transplantation. It also discussed any developments in England that may have an impact on any of the National Administrations.
- 6.2 The Committee noted limited activity in Northern Ireland during this financial year due to delays in formulating a new government.
- 6.3 The Committee continued to scrutinise donation rates and performance; and supported close working with Ministers and policy officials.
- 6.4 The committee regularly discussed updates on Organ Donation and Transplantation funding.
- 6.5 The Committee continued to monitor the development of organ donation opt-out Bills and consultations put forward in Scotland and Northern Ireland during this period.
- 6.6 The Committee continued in its oversight role in overseeing the implications of Brexit on behalf of the NHSBT Board.

CONCLUSION

- The Committee has complied with its Terms of Reference during 2018/19.

Millie Banerjee
Chair, National Administrations Committee
July 2019