

Minutes of the

SBRI Healthcare Finance Audit & Risk Committee, Tuesday 16th January 2018

For agreement

Present		Representing
Anna King	(AK)	South London AHSN (Chair)
Chris Hart (Telephone)	(CH)	East Midlands AHSN
Cynthia Bullock	(CB)	Innovate UK SBRI Health & Social Care Lead
Andrew Cheesman (Telephone)	(AC)	NHS England Finance Representative
Karen Livingstone	(KL)	SBRI Healthcare Lead Director, Eastern AHSN
David Connell (Telephone)	(DC)	SBRI Expert and Industry Representative
In Attendance		Representing
Richard Philips (Telephone)	(RP)	SBRI Board Chair, ABHI
Anne Blackwood	(AB)	Health Enterprise East, Management Support
Joop Tanis	(JT)	Health Enterprise East, Management Support
Mike Parker (Telephone)	(MP)	Health Enterprise East, Management Support
Penny Richold (Telephone)	(PR)	Health Enterprise East Admin Manager (Minutes)

AGENDA:

Agenda Item	Minute	Action
1.	Welcome and introductions	
2.	<p>Minutes of the previous meeting</p> <p>Matters of accuracy</p> <ul style="list-style-type: none"> All actions were completed, and the Minutes were approved. <p>Independent Financial Report 2016/17</p> <ul style="list-style-type: none"> Action: Draft a response letter to PEM's recommendations 	MP
3.	Business Plan for 2017/18	
3.1	<p>Progress against Business Plan 2nd quarter 2017/18 - paper attached</p> <p>KL presented the paper to the committee</p> <p>KL raised the issue of NHS England not having provided a signed agreement committing to the future finances of the current SBRI contracts.</p> <p>Papworth currently have signed contracts which span into next years budget and they are looking for reassurance from NHS England that they will honour those financial commitments.</p> <p>The committee members discussed how to deal with this timing issue.</p>	

<p>3.2</p>	<p>AC indicated support for the SBRI programme however advised of concerns at NHS England and that the investment decision was going to be considered by the NHS England Investment Committee. The retendering and relicensing of the programme provides an opportunity to have a rolling contract in place.</p> <p>The FARC members expressed concern that if NHS England stopped the SBRI Healthcare programme here and now, they could be breaching a large number of contracts with successful SBRI applicants and would have to consider difficult reputational issues.</p> <p>AB highlighted that the forward commitment is covered in detail within NHS-England's contract. It states that phase 2 is a 12-month contract which means it will span over 2 financial years making NHS England committed to the future financials at the time of the successful applicants signing their contract.</p> <p>AC clarified that NHS England need to have a clearer agreement, and that they are recommending to the investment committee that they accept the results of the benefits review, the importance of the central government support for SBRI and the need to manage strategically over more than 1 year. He was confident that Lyndsey and Ian Dodge have everything they need to move forward with a decision regarding SBRI.</p> <p>AC had to leave the meeting</p> <p>JT presented current programme financial commitments to the FAR committee.</p> <p>FAR committee would like to understand the commitment in terms of:</p> <ul style="list-style-type: none"> • Contract - Contracts that have been signed by Papworth and are currently running • Committed - Contracts that have been drawn up and are waiting on Papworth's signature • Planned - Future contracts for calls currently in motion <p>Action: JT to circulate the above numbers in a clear concise manner</p> <p>Action: KL to draft an e-mail to AC articulating clearly the current SBRI financial commitment whilst highlighting that SBRI 13 contracts will be sent to Papworth imminently for signing. Papworth will only sign these contracts once they have a signed agreement from NHS England stating that they are committed to covering the finances for these contracts in their entirety.</p> <p>SBRI contract 2017/18</p> <ul style="list-style-type: none"> • SBRI Benefits Review <p>KL is in talks with PA Consulting regarding being able to publish the review, some redactions will be necessary due to data protection.</p> <ul style="list-style-type: none"> • NHS-E Internal Audit <p>KL gave a verbal update</p> <ul style="list-style-type: none"> • Governance review <p>The immediate work from this review centred around a communication plan. It has also been discussed that commercial directors could help the team with the selection process for the next competition. NHS England have said there will be no Spring competition this year.</p>	<p>JT</p> <p>KL</p>
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	<p>Action: AK to clarify with KS what if any competitions will be running this year.</p> <ul style="list-style-type: none"> Re-tendering process 2018/19 – verbal update <p>NHS England have not yet released the process for re-tendering the management of the SBRI programme.</p>	AK
3.3	<p>Updated scorecard as at end August 2017 KL gave a verbal update of the scorecard.</p>	
4	<p>Finance Papers</p>	
4.1	<p>Financial Report – paper presented by MP. Due to not finding a co-investor in this financial year the amount being ring fenced for this will now be used for Awards as the programme cannot carry money over into the next financial year.</p>	
4.2	<p>SBRI Management Accounts for June - August 2017 MP presented the August accounts</p>	
4.3	<p>SBRI Independent Financial Report MP presented the Financial Report</p>	
5	<p>Standing items of business (to note)</p>	
5.1	<p>Risk Register Up to date</p>	
5.2	<p>Register of Complaints and FOI Requests No new complaints registers in the last period</p>	
5.3	<p>Register of Interests</p> <p>Action: Remove Winscribe Europe Ltd from CH Declaration of interest</p>	PR
6	<p>Any Other Business</p>	

Future Meeting Dates:

Finance Audit & Risk

10 Apr 2018, 09.30 – HIN offices

Management Board

15th March 2018 – 12.00 – ABHI offices