##  Genomics England Limited - Board Meeting

## Minutes of Meeting held on 16 January 2018 at

## QMUL, Charterhouse Square, London, EC1M 6BQ

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| Present:  | Sir John Chisholm (Chair) (JC) |
|  | Prof Mark Caulfield (MC) |
|  | Prof Sir John Bell (JB) |
|  | Prof Ewan Birney (EB) |
|  | Dame Sally Davies (SD) |
|  | Prof Dame Kay Davies (KD) |
|  | Sir Malcolm Grant (MG) |
|  | Sir Ron Kerr (RK) |
|  | Andy McKinlay (AM) |
|  | Prof Michael Parker (MP) |
|  | Dr Keith Stewart (KS) |
|  | Jon Symonds (JS) |
|  | Nick Maltby (NM) |
|  |  |
| In attendance: | Mark Bale (MB) |
|  | Peter Counter (PC) |
|  | Graham Colbert (GC) |
|  | Joanne Hackett (JH) |
|  | Prof Sue Hill |
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| Apologies: | None |
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**17-18/078 – Apologies:** See above.

**17-18/079 – Chair’s Introduction:** JC welcomed the directors to the meeting including the two new Non-Executive Directors, Keith Stewart and Sir Ron Kerr and declared the meeting quorate.

**17-18/080 – Declarations of Conflicts of Interest:** JC reminded the Board that all conflicts needed to be declared.

**17-18/081 – Approval of the Minutes of the November Board Meeting and Actions Arising**

The minutes of the November Board Meeting were approved. The Company Secretary was authorised sign the minutes as a true record of the meeting. There were no actions arising.

**17-18/082– Executive Chair’s Report (JC):**

* JC referred to the Board to the draft submission to Ministers he had circulated the previous day. JC commented that the submission was timely because of changes to personnel within DHSC and the transition to the GMS. JC invited comments from the Board on the current draft. There followed a discussion of the paper.
* **Action: MG and JC would work together on a further draft.**

**17-18/083 – IT approach to GMS (PC/NM)**

* *Progress on the GMS*:
	+ PC described to the Board the work we are doing on delivering the GMS. After a slow start we are now making progress on the design and process map. We have most of the suppliers we need on board. To co-ordinate all the work to deliver by October while still achievable is challenging.
	+ It was confirmed that the GMS start date of 1 October 2018 is not moveable. NHSE would not wish to see any slippage.
	+ There followed a discussion of how plans to bring forward the GMS are progressing.
	+ The Board noted that 17 May is the date when NHSE will have awarded contracts for the GLHs. There will need to be something for them to link to at that point although it will develop through to the GMS go live date.
* *Lead Provider Framework (LPF)*:
	+ PC then presented his paper on the use of the LPF to get us to Release 2.0. We have gaps in capability that need to be plugged. What we need for Release 2.0 is the development of some products and a set of testing and implementation services.
	+ We have chosen the LPF as this is the appropriate framework for commissioning support. The work was not a big piece of work and wouldn’t prejudice future awards. However, if we are to hit the GMS go live date we need to procure this now.
	+ PC noted that support beyond Release 2.0 would be procured separately.
	+ It was confirmed that we just want a single provider.
	+ **The Board approved the use by GeL of the Lead Provider Framework to obtain the IT support it needed for Release 2.0.**
* *Procuring an IT partner*
	+ NM ran through his paper. His recommendation was that we procure the remaining IT support in two further phases as follows:
		- Phase 1 – find a partner to build industrial grade software.
		- Phase 2 – outsource or set up a JV to run and market it.
	+ We will revert to the Board once we have worked up the detail. **Action: provide a further paper on the next stage for procuring an IT partner for the February Board.**

**17-18/084 – Discovery Forum Pricing (JH)**

* JH ran through her recommendation on pricing for the Board, namely that there is a standard package for the next 12 months and a number of packages around this.
* It was noted that we do not at present have commercial organisations queuing up to access the data and that the key thing is to get organisations in and doing research.
* We will charge for the use of compute and support beyond a modest limit.
* **The Board approved the pricing model for the Discovery Forum for the next 12 months.**

**17-18/085 – Future UK Sequencing Capacity (GC):** There was a discussion of sequencing requirements following the 100KGP and the technology options available.

**17-18/086 – Update on GLH Tender (SH)**

* NHSE launched its tender the week before Christmas.
* Numbers have now been established for WGS but the money needs to be found for 19/20 and 20/21. Cancer volumes are deliberately conservative.
* GMCs will have a changed role in the GMS.

**17-18/087 – GeL/NHS England Joint Performance Report on GMC Activity (GC/SH):**

* SH noted that this was the first time we have produced a joint report. She and GC expect it to evolve for the February Board.
* Rare Disease recruitment is strong and remains on target. 9 of 13 GMCs are over contract. 152 sites are recruiting.
* Cancer performance remains challenging. There are 4 accelerator sites and 350 cancer pathways are now open.
* If we look at samples in GMCs the picture is promising. The picture at the biorepository is less so and samples at GMCs need to convert to samples at the biorepository.

**17-18/088 Pipeline Report and Dashboard (GC):** there was no discussion of the Pipeline Report and Dashboard report.

**17-18/089 CIO Report (PC):** there was no discussion of the CIO Report.

**17-18/090 - Science, Ethics and GeCIP Report (MC):** JC proposed that comments on GeCIP be discussed at the next meeting. **Action: discuss Board comments on GeCIP set out in the Science Report at the next meeting.**

**17-18/091 - Bioinformatics Report (AR):** there was no discussion of the bioinformatics report.

**17-18/092 – Commercial Report (JH):** there was no discussion of the commercial report.

**17-18/093 - Communications Report (GC):** there was no discussion of the communications report.

**17-18/094 - Board Committees**: there was no discussion of Board Committees.

**17-18/095 - Any Other Business:** JC informed the Board that we may sign a LOI with France which would provide for a joint programme. It was noted that the French Government has embarked on substantial programme. A summit was taking place on Thursday and JC and MC would be attending. There would be a letter of Intent. JC would sign on behalf of GeL. **The Board approved JC signing a letter of intent with the French Government.**

**17-18/096 - Date, Time and Agenda for Next Meeting**

**IT WAS NOTED that the next Board meeting would be held on 27 February 2018 between 14.00 – 17.00 at Genomics England in Carthusian Street.**

**Close: The meeting closed at 1435**.

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Signed Dated