## Genomics England Limited –Board Meeting

## Minutes of Meeting held on 29 January 2019

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| Present:  | Sir John Chisholm (JC) (Chair) |
|  | Prof Mark Caulfield (MC) (Interim CEO) |
|  | Prof Sir John Bell (JB) |
|  | Prof Ewan Birney (EB) |
|  | Prof Dame Kay Davies (KD) |
|  | Prof Dame Sally Davies (SD) |
|  | Sir Ron Kerr (RK) |
|  | Kristen McLeod (KM) |
|  | Steve Oldfield (SO) |
|  | Prof Michael Parker (MP) |
|  | Lord David Prior (DP) |
|  | Prof Keith Stewart (KS) |
|  | Jon Symonds (JS) |
|  | Nick Maltby (NM) |
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| In attendance: | Graham Colbert (GC) |
|  | Peter Counter (PC) |
|  | Gary Cook (GC) |
|  | John Davidson (JD) |
|  | Joanne Hackett (JH) |
|  | Prof Dame Sue Hill (SH) |
|  | Kathryn Mountford (KM) |
|  | Augusto Rendon (AR) |
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**18-19/080 – Apologies:** None.

**18-19/081– Chair’s Introduction:**

* JC welcomed the directors to the meeting. JC noted that the meeting was quorate and there was a full attendance.
* JC confirmed that this was his last meeting and asked that JS be confirmed as the new chair. **It was resolved that JS be appointed Chair from the end of the meeting.**
* JC also asked that DP now be confirmed as a director of the company. **It was resolved to appoint DP as a director**.

**18-19/082– Declarations of Conflicts of Interest:** JC reminded the Board that all conflicts needed to be declared.

**18-19/083– Approval of the Minutes of the November Board Meeting and Actions Arising:**

The minutes of the November Board Meeting were approved. NM was authorised sign the minutes as a true record of the meeting. The actions arising were as follows:

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| **ACTION** | **OWNER** | **STATUS** |
| Set up a specific meeting to consider the corporate plan. | JM | No longer required. |
| Consider further with DHSC and NHSE whether the Vision needs updating and publishing.  | JM | No longer required. **Action: NM to liaise with JS as to whether any action regarding the Vision was needed.**  |
| Explore further getting a more permanent representative on the audit committee. | JS/NM | Ongoing.  |
| Board members invited to share their individual comments on the plan with JM.  | All | Done.  |
| Carry out a review of accommodation and advise the Board accordingly.  | JM | In hand. See Board Pack.  |
| Come up with a plan to sequence the remaining samples and go to DHSC. | MC/GC/SH | GC confirmed that there were 20k GE still to be sequenced including in excess of the contract with illumina. GC was working with SH and her team to see if NHS can pay for some. MC commented that there should be no loss of amenity to individuals. It was noted that of the devolved nations, only Northern Ireland was still recruiting.  |

**18-19/084 Organisational Changes (MC)**

* JC congratulated MC on his appointment as Interim Chief Exec. MC thanked the Board for its support and commented that there was a lot to do.

**18-19/085 Interim Chief Executive’s Report (MC)**

* MC gave a verbal update on how he saw things going forward. This is a critical moment to come up with a clear plan in partnership with NHSE.
* MC outlined his priorities as follows:
	+ To return the outstanding results from the 100KGP. MC has drafted a letter to participants to share with JS. The participants need to see that we are committed to them;
	+ To support NHSE and bring live the GMS;
	+ To create a vision that this Board can sign up including areas we will work on in the future. MC will consult widely to reach a strategic vision, which will be calibrated in reality.
* MC referred to the announcement on genomic volunteers at the weekend. MC will establish groups to examine this, consulting NHS scientists and will bring forward a safe plan. There followed a discussion of the volunteers plan.
* MC noted that he and the executive team will need support: MC will engage directors and other stakeholders to finalise vision. The vison process will start again in a different more consultative manner.
* There followed a discussion of how MC might take the vision work forward.

**18-19/086 100KGP (SH/GC)**

* 100KGP Closing Position: SH outlined the closing position for NHS recruitment for the 100KGP: 101498 samples were collected. This exceeds the original commitment.
* Cancer: The final cancer number is projected to be 32, 413 samples supplied. The accelerator sites collected 68% of all samples. Recruitment was across the whole of England. The cancer pipeline has now closed. There followed a discussion of the cancer pipeline and samples from children.
* Rare disease: SH confirmed that 69379 rare disease samples had been collected. GMCs had recruited to most diseases. North Thames was the biggest recruiter.
* Technology platform: There followed a discussion about what was the most appropriate sequencing technology platform for GMS as this choice will drive future success.
* Dashboard: GC then took the Board through the dashboard looking particularly at cases done/remaining in terms of medical review, cases open at GMCs and diagnostic rate.
* WGS supply issue: There was a discussion of sample supply between the end of the 100KGP and the commencement of the GMS for WGS.
* GMC Funding: SH noted that funding of GMCs is now secured to March 20 so they can get through the results and evaluate impact of Additional Findings.

**18-19/087 – GMS Preparations (SH/PC)**

* SH advised the Board on where the GMS had reached. There are multiple references to genomics in the NHS Long Term Plan. The NHS investment in genomics is more than doubling. NHSE will commission 500k WGS in the next 5 years, treat children with cancer and extend the use of molecular diagnostics. All the relevant money will be centralised.
* There followed a discussion of where GMS preparations were up to. **Action: arrange a demonstration for the Board of the data we have**.
* CRUK: there followed a conversation as to where we are with CRUK. MC confirmed that we signed a partnership in July ‘18.
* WGS numbers/sequencing strategy: there followed a discussion as to likely sequencing numbers in relation to the GMS and how GeL might align with UK Biobank. **Action: GeL to develop its sequencing strategy and provide a report to the Board.**

**18-19/088 –Corporate Services Report (GC)**

* Management accounts – GC confirmed that the management accounts had been reviewed by the Audit Committee, which was happy with the numbers.
* Issue of shares: GC stated that GeL needed a further tranche of funding and therefore needed the Board to approve the issue of 52,700,000 additional shares of £1 each. GC confirmed that this number was agreed with DHSC Finance and is the number they are expecting and the remainder of our 18/19 funding. **The Board resolved to issue 52,700,000 additional shares of £1 only to DHSC.**

**18-19/089 - Science, Ethics and GeCIP Report (MC):** There was no discussion of the Science Report.

**18-19/090 - Bioinformatics Report (AR):** There was no discussion of the Bioinformatics Report.

**18-19/091– Commercial Report (JH):**

* JH confirmed that the Discovery Forum now has 9 full (paying) members. The need remains to have linked clinical and genomic data. JH is mobilising samples in a number of projects.
* IQVIA have kicked off our collaboration. There is an issue with getting synthetic data but this is now progressing with NHSD. GeL and IQVIA are prospectively going out to potential customers together. The clinical trials proposition is a key element of the collaboration and is now moving forward.
* There followed a discussion about the functionality of the research environment.

**18-19/092 - Communications Report (GC):** There was no discussion of the Communications Report.

**18-19/093 – DPO Report (NM):** There was no discussion of the DPO Report.

**18-19/094 - Board Committees**: There was no discussion of the Board Committee minutes.

**18-19/095- Any Other Business:** JS proposed a vote of thanks to JC for his considerable contribution over nearly 6 years. JS confirmed that a suitable event will be held to mark JC’s retirement.

[The executive team other than MC and SH left the meeting].

**18-19/096 – Directors only discussion (JS)**

* [Confidential - redacted]

**18-19/097 -** Date, Time and Agenda for Next Meeting: IT WAS NOTED that the next Board meeting would be held on Monday 25 March 2019 between 14.00 – 17.00 at Genomics England at Carthusian Street.

**Close: The meeting closed at 1710**.

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Signed Dated