**NATIONAL INSTITUTE FOR HEALTH AND CARE EXCELLENCE**

Board Meeting
held on 16 June 2021 at the Royal College of Physicians and via Zoom Unconfirmed

These notes are a summary record of the main points discussed at the meeting and the decisions made. They are not intended to provide a verbatim record of the Board’s discussion. The agenda and the full documents considered are available in accordance with the NICE Publication Scheme.

## **Board members present**

Sharmila Nebhrajani Chairman

Dr Mark Chakravarty Non-Executive Director

Jackie Fielding Non-Executive Director

Professor Gary Ford Non-Executive Director

Dame Elaine Inglesby-Burke Non-Executive Director

Professor Tim Irish Non-Executive Director

Professor Sir Bruce Keogh Non-Executive Director

Alina Lourie Non-Executive Director

Dr Rima Makarem Non-Executive Director

Dr Justin Whatling Non-Executive Director

Tom Wright Non-Executive Director

Professor Gillian Leng Chief Executive

Meindert Boysen Centre for Health Technology Evaluation Director

Dr Paul Chrisp Centre for Guidelines Director

Jennifer Howells Finance, Strategy and Transformation Director

Alexia Tonnel Digital, Information and Technology Director

## **Directors in attendance**

Jane Gizbert Communications Director

Dr Felix Greaves Science, Evidence and Analytics Director

Dr Judith Richardson Acting Health and Social Care Director

## **In attendance**

Dr Hugh McIntyre Medical Adviser to the Board

David Coombs Associate Director, Corporate Office (minutes)

Rebecca Threlfall Chief of Staff

Jane Lynn Head of Financial Accounts

Danielle Mason Associate Director, Brand and Marketing

## **Exclusion of the press and public**

1. The Board confirmed that representatives of the press and other members of the public would be excluded from the meeting having regard to the confidential nature of the business to be transacted in accordance with the Public Bodies (Admission to Meetings) Act 1960.

## **Apologies for absence**

1. None.

## **Declarations of interest**

1. There were no conflicts of interest relevant to the meeting.

## **Minutes of the last private Board meeting**

1. The minutes of the part 2 Board meeting held on 19 May 2021 were agreed as a correct record.

## **Annual report and accounts**

1. Jennifer Howells presented the annual report and accounts 2020/21 for the Board’s final approval, noting that the Board and Audit and Risk Committee had previously reviewed earlier drafts and the Audit and Risk Committee had met earlier that day to review this version, along with the external auditor’s report. A small number of minor typographical errors have been corrected since the Board papers were distributed, and once approved by the Board the document will be sent to NICE’s sponsor team at the Department for Health and Social Care for presentation to Lord Bethell, the Minister responsible for NICE. There may therefore be further changes to the annual report and accounts following Lord Bethell’s review and following that by the Comptroller and Auditor General. In addition, changes would be required if any post balance sheet events materialise after this meeting of such significance they need to be declared.
2. Rima Makarem, chair of the Audit and Risk Committee, confirmed the committee were pleased to recommend the annual report and accounts’ approval to the Board.
3. The Board approved the annual report and accounts 2020/21 and delegated to the Chief Executive the authority to agree any further amendments that may be required prior to signing.
4. The Board thanked staff involved for producing an excellent document that received a clean audit opinion.

## **Next meeting**

1. The next public meeting of the Board will be held on 21 July 2020 at 1.30pm, location TBC.