



Health and Social Care Information Centre

Board Meeting

Public Session

Title of Paper:	Update on action points from the previous meeting
Board meeting date:	14 May 2014
Agenda Item Number:	HSCIC 14 02 02 (c)
Paper presented by:	Chair
Paper prepared by:	Secretary to the Board
Paper approved by:	Action updates as submitted by the relevant director
Purpose of the paper:	To share an update on action points from the previous meeting for information
Risk and Issues:	As stated in actions
Patient/Public Interest:	Corporate Governance
Actions required by the Board:	To note for information

Summary of progress against Board meeting actions

✓ = completed

c/f = on-going

Status	Summary of Action	Commentary	Responsible Director	For Information Only
✓	The Board Register of Interests was confirmed as correct with one amendment from Sir John Chisholm to note that where it was stated he had Director status this should state Executive Chair.	Completed (on agenda)	Secretary to the Board	Yes
c/f	The Director of Operations and Assurance Services provided an update on the Microsoft XP support issue. The Board requested that a paper be tabled at the May or subsequent Board, which set out the options for addressing internal HSCIC and external system wide risks in respect to this issue.	Scheduled for the July Board	Director of Operations and Assurance Services	Yes
✓	The Board requested the proposals for the future management of the Internal Auditors be presented at the May Board.	On agenda	Director of Finance and Corporate Services	Yes
c/f	The Board requested that the Director of Strategy undertook a review of activity relating to the HSCIC's obligations and responsibilities under the Health and Social Care Act 2012 during 2013-14, and presented this to the July Board.	Scheduled for the July Board	Director of Strategy/ Assistant Director for Strategy and Policy	Yes
c/f	The non-executive directors stated that the Board performance Pack was challenging in its current format. The CEO stated he would review the pack and advise on steps to be taken to ensure the information met the needs of the Board.	On agenda	CEO	Yes
c/f	He stated that he intended to bring a paper to the July Board in respect to determining the organisations risk appetite.	Scheduled for the July Board	Director of Finance and Corporate Services	Yes

Status	Summary of Action	Commentary	Responsible Director	For Information Only
c/f	He stated that the detail of corporate risks and issues would be worked through in the Assurance and Risk Committee in May and June, with the aim of subsequently bringing to the Board the risks and issues the committee wished to bring to the Board's attention.	<p>Scheduled for the Executive Management Team on 22 May, and subsequently the Assurance and Risk Committee on 03 July.</p> <p>Scheduled for the Board on 03 September, and every second Board meeting following this.</p>	Director of Finance and Corporate Services	Yes