



Health and Social Care Information Centre

Board Meeting

Public Session

Title of Paper:	Update on action points from the previous meeting
Board meeting date:	04 June 2014
Agenda Item Number:	HSCIC 14 03 02 (c)
Paper presented by:	Chair
Paper prepared by:	Annabelle McGuire, 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
✓	Preparation of Annual Report and Accounts for HSCIC: The Board agreed to re-schedule approval of the Accounts 2013-14 to later in June, an additional Board meeting would be arranged.	Completed	Secretary to the Board	Yes
c/f	Preparation of Annual Report and Accounts for HSCIC: The Board requested that the Director of Finance and Corporate Services prepare a progress update for the 04 June Board meeting.	Progress paper provided to the ARC	Director of Finance and Corporate Services	Yes
c/f	The Board noted data quality was a fundamental issue for the organisation and requested that a paper be tabled at a subsequent Board that covered work in this area.	Update to be provided at the 04 June Board under matters arising	Director of Information and Analytics	No
✓	Transformation Programme Report: The Board requested that the paper was developed and brought back to the Board in September, which would cover a more detailed revised approach.	Has been scheduled for the September Board, and is included on the Board Forward Business Schedule	Director of Human Resources	Yes
c/f	HSCIC Hosting Strategy: The Board requested that the Director of Operations and Assurance Services extended discussions to ensure that all the issues and options were understood in line with an appropriate timetable that ensured business continuity. The Board deferred the item to return at a later date.	The Programme Board approved the procurement of the second data centre and work is progressing with Procurement to source this partner. Work has continued to transfer the Patient Identifiable Data from Trevelyan Square to a more secure data centre in Plymouth. The revised hosting strategy including cost analysis will initially be sent to a (Private) Board meeting in July.	Director of Operations and Assurance Services	Yes