



Health and Social Care Information Centre

Board Meeting

Public Session

Title of Paper:	Update on action points from the previous meeting
Board meeting date:	02 July 2014
Agenda Item Number:	HSCIC 14 05 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
✓	The register of interests was confirmed as correct. It was noted that Peter Counter CTO, would be required to submit a form to update the register of interests prior to the next Board meeting being held.	Completed, the register has been updated HSCIC 14 05 02 a	Secretary to the Board	Yes
✓	The Chair informed the Board there would be a paper tabled at the July Board to elaborate a proposal for the future format and location of the Board meetings.	On the agenda HSCIC 14 05 03 a ii	Chair	Yes
✓	He also intended to write to Mike Wheeler, the Chair of the DH Assurance and Risk Committee, to register the issues that the HSCIC inherited which, although not material at the level of the department, were for HSCIC. A copy of the letter would be provided for the July Board meeting.	Update to be provided at the July Board, under item HSCIC 14 05 03 b ii	Assurance and Risk Committee Chair	Yes
✓	The Board requested that Sir Nick Partridge's recommendations were monitored, and progress tabled as a paper at each of the subsequent HSCIC public Board meetings from September onwards.	On the Board Forward Business Schedule	Director of Information and Analytics	Yes
✓	The Board noted that the new processes were now in place for handling data releases, which had restarted. There was however a backlog to work through. However, a plan was in place that would ensure returning to normal levels. It was noted that the Director of Information and Analytics was bringing a paper to the July Board to detail the current situation.	On the agenda HSCIC 14 05 04 d ii	Director of Information and Analytics	Yes