



Health and Social Care Information Centre

Board Meeting

Part 1 - Public Session

Title of Paper:	Update on action points from the previous meeting
Board meeting date:	28 January 2015
Agenda Item Number:	HSCIC 15 08 02 (c)
Paper presented by:	Chair
Paper prepared by:	Secretary to the Board
Paper approved by:	Action updates as submitted by the relevant Executive Management Team director
Purpose of the paper:	To share an update on action points from the previous meeting for information
Risk and Issues:	As stated in the action and commentary
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
✓	Data Access Request Backlog: The Board noted the update and requested a completion report at the January Board.	On the agenda	Director of Finance and Interim Director of Information and Analytics	yes
c/f	Board Performance Pack Reputation: It was confirmed that the Director of Customer Relations would be progressing the development of this key performance indicator. The Board requested that she bring her proposals to a future Board meeting when they were established.	Scheduled for the statutory public Board on 31/03/15	Director of Customer Relations	yes
c/f	Mid-year Review 2014-15 (Business Plan): It was confirmed that further discussion on organisational performance in relation to business planning, and delivery against the strategy was to take place at the February Board Strategy Session. The Board noted the update.	Scheduled for a Board Strategy Session on 25/02/15	Director of Programmes	yes
c/f	Secretary of State for Health's (SoS) Commission for the Protection of Patient Data Update: The scheduled completion date of the report was the end of December 2014. After which the report was to be submitted to the Department of Health for consideration of the next steps. He highlighted that the main overall trends would shape the future programme of work. He said that the planned presentation of the report to the Board was 28 January 2015.	Pending the outcome of further discussions – update to be provided at the Board meeting	Director of Operations and Assurance Services	No