



Health and Social Care Information Centre (ENDPB)

Board Meeting

Public Session

Title of Paper:	Update on action points from previous meetings
Board meeting date:	23 October 2013
Agenda Item Number:	HSCIC 13 10 02 (c)
Paper presented by:	Chair
Paper prepared by:	Board Secretary
Paper approved by (Sponsor Director)	
Purpose of the paper:	To share an update on action points from previous meetings for information
Patient/Public Interest:	Corporate Governance
Actions required by the Board:	To note for information

Summary of progress against Board meeting actions

✓ = done, c/f = on-going

Status	Summary of Action	Commentary
✓	The Board ratified the minutes of the meeting on 19 June as correct, with an amendment to the wording in 3.1 (b) NHS Workforce Statistics to reflect that there is one pay review body.	Completed
✓	The main objective of these meetings was to track the progress of key milestones and metrics delivered by the Department of Health, NHS England and the HSCIC against the Secretary of States priorities with respect to technologies. The CEO recommended that consideration be given to including these as part of the HSCICs key metrics within the Board pack to ensure appropriate on-going management.	All relevant HSCIC directors have been consulted and the view is that the metrics shown in the Secretary of State dashboard are for the Department of Health to measure. However, the HSCIC will be contributing to the successful delivery of these metrics and associated targets through the delivery of its programmes. The risks on the HSCIC shown in the dashboard have also been checked against local HSCIC risk registers. In agreement with the Department of Health the Secretary of State dashboard can be included in the private session of the Board. However, it is still a draft document and therefore cannot be published in the public domain.
c/f	The Chair said that the end of the LSP contracts is 2015-16 and that there was the potential for resource issues and overall risk to the wider system. The Chair asked for a paper to be brought to the December Board meeting setting out a strategic view of the position beyond 2015-16, the plans in place for exit and an update on progress.	Included on the Board Foreword Business Schedule for 04 December Board meeting
c/f	Care.data - the Chair requested that a Care.Data programme update and assessment of risk was brought back to a subsequent Board meeting.	Included on the Board Foreword Business Schedule for 04 December Board meeting

✓	The Chair observed that, as ASHs would be in a form of contractual relationship with the HSCIC in future, the Board should consider how best this would be managed. A paper was requested for the next Board meeting which should include what forms of contractual relationships the HSCIC will enter into, and whether this would include being in the manner of a regulator to other bodies.	On the agenda
✓	The Chair noted the section in the CEO update regarding the NHS Safety Thermometer, and emphasised how the data had been used to achieve positive patient outcomes. The question arose as to if this had been promoted, the Director for Information and Data Services said he would determine this.	The Director of Data and Information Services will provide the Board with a verbal update
c/f	The Chair referred to the tabled paper, and recommended that he, the CEO and the Board Secretary meet outside the Board meeting to establish the forward business schedule.	Meeting scheduled for 13/11/2013
✓	The CEO observed that the Board and sub-committee meeting dates would require revisiting for 2013-14, in order that as full a set of performance and financial information was presented to the Board as possible, and setting for 2014-15.	Completed – Board meeting dates established to March 2015