

Health and Social Care Information Centre (ENDPB)

Board Meeting – Public Session

Title of Paper:	Update on action points from previous meeting
Board meeting date:	26 April 2013
Agenda Item No:	HSCIC 13 02 02 (c)
Paper presented by:	Chair
Paper prepared by:	Ruth Miller, Board Secretary
Paper approved by (Sponsor Director)	
Purpose of the paper:	To share update on action points from previous meeting for information
Actions required by the Board:	As above

Agenda Item HSCIC IC 13 02 02 (c)

Summary of progress against Board meeting action points

√ = done, c/f = on-going

Status	Summary of Action	Commentary
√	<p>Arrange next meeting of Board in London.</p> <p>Arrange induction session for Board – including scenarios on funding flows and handling business cases.</p>	<p>Done.</p> <p>Initial Induction session held prior to public session on 26 April</p>
√	<p>Put information on the website on conduct of public sessions.</p>	<p>Done.</p>
√	<p>Send register of Interest forms to Sir Nick Partridge, Mike Pearson and Max Jones to complete.</p>	<p>Completed forms received.</p>
√	<p>Incorporate the comments on the corporate governance manual.</p>	<p>Done.</p>
√	<p>Contact Board members to discuss representation on Board Committees</p>	<p>Membership agreed as:</p> <p><u>Assurance & Risk</u> Tony Allen (Chair) Sir Ian Andrews Lucinda Bolton Sir Nick Partridge</p> <p><u>Remuneration Committee</u> Candy Morris (Chair) Lucinda Bolton Sir Nick Partridge Mike Pearson</p>
√	<p>Put appointment of deputy Chair on agenda for next meeting.</p>	<p>On agenda for 26 April</p>
√	<p>Incorporate comments and further action on Business Plan for 2013-14</p>	<p>Incorporated by business planning team</p>