

Agenda

Inaugural Meeting of Health and Social Care Information Centre (ENDPB) Board

3 April 2013 – 10.45am to 2.00pm

Diggory and Hill Rooms, Ground floor, Trevelyan Square, Leeds

<u>Ref no</u>	<u>Agenda Item</u>	<u>Timing</u>	<u>Items Presented By</u>
HSCIC 13 01 01	Chair's Introduction and Apologies (oral)	10.45 to 10.50	Interim Chair
HSCIC 13 01 02	(a) Round table discussion of Board members' background and aims for new organisation (5 mins each) (b) Induction to new organisation (initial briefing pack to follow)	10.50 to 12.15	All
	Lunch	12.15 to 12.45	
HSCIC 13 01 03	Governance and related issues (a) Declaration of Interests (oral) (b) Recommendation on appointment of Executive Directors to Board – for approval (c) Corporate Governance Manual – for approval in principle – including: <ul style="list-style-type: none">▪ Board terms of reference and code of practice▪ Assurance and Risk Committee Terms of Reference▪ Remuneration Committee Terms of Reference	12.45 to 1.15	Chair/CEO
HSCIC 13 01 04	Strategic Items (a) Business Plan and budget allocation for 2013-2014 – for approval	1.15 to 1.50	CEO
HSCIC 13 01 05	Any other Business (subject to prior agreement with Chair)	1.50 to 2.00	All
HSCIC 13 01 06	Date of next meeting – 24 April 2013 (date TBC) Draft agenda items (for discussion) <ul style="list-style-type: none">▪ Framework document with DH – for approval▪ Strategic direction and engagement approach▪ Update on response to Francis recommendations▪ Approach to development of performance pack for new organisation (will have pack for existing HSCIC to share)▪ Forthcoming statistical publications (standard background paper for Board)▪ Corporate risks and issues		