

Health and Social Care Information Centre (ENDPB)

Board Meeting – Public Session

Title of Paper:	Update on action points from previous meeting
Board meeting date:	30 May 2013
Agenda Item No:	HSCIC 13 03 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 03 02 (c)

Summary of progress against Board meeting action points

√ = done, c/f = on-going

Status	Summary of Action	Commentary
c/f	Draw up programme of pre-Board meeting sessions	CEO to discuss with new Chair
√	Confirm arrangements for Board workshop in July	Provisional date of 3 July identified and arrangements being confirmed
√	Provide a timetable for approval of the various programme contract extensions/replacement arrangements and who would be involved. Establish process for introduction of Service Level Agreement/Memorandum of Understanding arrangements with sponsors and SROs for the items in the HSCIC's portfolio	On agenda for 30 May meeting
√	Incorporate Board comments on the proposed performance pack and put "mock up" to the next meeting on 30 May	On agenda for 30 May meeting