HSCIC – Draft Board Business Schedule 2013-14

26 April 13	30 May 13	12 June 13	19 June 13	18 Sept 13	23 Oct 13	20 Nov 13	18 Dec 13	22 Jan 14	19 Feb 14	19 March 14
Governance & Accountability	Governance & Accountability	Governance & Accountability	Governance & Accountability	Governance & Accountability	Governance & Accountability	Governance & Accountability	Governance & Accountability	Governance & Accountability	Governance & Accountability	Governance & Accountability
Declaration of Interests	Declaration of Interests	Declaration of Interests	Declaration of Interests	Declaration of Interests	Declaration of Interests	Declaration of Interests	Declaration of Interests	Declaration of Interests	Declaration of Interests	Declaration of Interests
Minutes of meeting on 3 April – to ratify	Minutes of meeting on 26 April – to ratify	Minutes of meeting on 30 May – to ratify	Minutes of meeting on 12 June – to ratify	Minutes of meeting on 19 June – to ratify	Minutes of meeting on 18 Sept – to ratify	Minutes of meeting on 23 Oct – to ratify	Minutes of meeting on 20 Nov – to ratify	Minutes of meeting on 18 Dec – to ratify	Minutes of meeting on 22 Jan – to ratify	Minutes of meeting on 19 Feb- to ratify
Progress on action points	Progress on action points	Progress on action points	Progress on action points	Progress on action points	Progress on action points	Progress on action points	Progress on action points	Progress on action points	Progress on action points	Progress on action points
Recommendation on appointment of deputy Chair – for approval Recommendation on	Progress on preparation of annual report and accounts for HSCIC (SpHA)	Annual Report and accounts for HSCIC (SpHA) – for approval	Framework agreement with DH – for approval Corporate Governance Manual – for approval	Forward Board business schedule for 2013-14	Forward Board business schedule for 2013-14	Forward Board business schedule for 2013-14	Arrangements for annual review of Board effectiveness Forward Board	Forward Board business schedule for 2014-15	Outcome of annual review of Board effectiveness Forward Board	Forward Board business schedule for 2014-15
appointment of Caldicott Guardian and SIRO - for approval	Forward Board business schedule for 2013-14		Forward Board business schedule for 2013-14				business schedule for 2013-14		business schedule for 2014-15	
Forward Board business schedule for 2013-14										
Strategic/Policy Items	Strategic/Policy Items	Strategic/Policy Items	Strategic/Policy Items	Strategic/Policy Items	Strategic/Policy Items	Strategic/Policy Items	Strategic/Policy Items	Strategic/Policy Items	Strategic/Policy Items	Strategic/Policy Items
Strategic direction and engagement approach	Approach to patient and public engagement		To be confirmed	Mid-year review of Business Plan for 2013-14	Approach to Business Planning for 2014-15	Annual review of information governance activity	Draft Business Plan for 2014-15	Update on Business Plan for 2014-15	Update on Business Plan for 2014-15	Approval of Business Plan for 2014-15
Update on response to Francis recommendations				Progress report on implementation of Organisational Development Strategy						
Business/Performance Reporting	Business/Performance Reporting	Business/Performance Reporting	Business/Performance Reporting	Business/Performance Reporting	Business/Performance Reporting	Business/Performance Reporting	Business/Performance Reporting	Business/Performance Reporting	Business/Performance Reporting	Business/Performance Reporting
CEO report on business activity	CEO report on business activity		CEO report on business activity	CEO report on business activity	CEO report on business activity	CEO report on business activity	CEO report on business activity	CEO report on business activity	CEO report on business activity	CEO report on business activity
Development of Board performance pack	Contract approval processes/approach to		Board performance pack	Board performance pack	Board performance pack	Board performance pack	Board performance pack	Board performance pack	Board performance pack	Board performance pack
Forthcoming statistical publications	SLAs/MoUs with customers		Corporate risks and issues	Corporate Risks and Issues	Corporate Risks and Issues	Corporate Risks and Issues	Corporate Risks and Issues	Corporate Risks and Issues	Corporate Risks and Issues	Corporate Risks and Issues
	Board performance pack		Forthcoming statistical publications	Forthcoming statistical publications	Forthcoming statistical publications	Forthcoming statistical publications	Forthcoming statistical publications	Forthcoming statistical publications	Forthcoming statistical publications	Forthcoming statistical publications
	Forthcoming statistical publications									
				Sub-Committee Meetin	gs and Board workshops					
April 13	May 13	June 13	July 13	Sept 13	Oct 13	November 13	December 13	January 14	Feb 14	March 14
26 April – Initial Board induction session	15 May – Assurance & Risk	12 June – Assurance & Risk	17 July Assurance & Risk	11 Sept – Assurance & Risk		13 Nov – Assurance & Risk	4 Dec – Board workshop (provisional)	15 Jan – Assurance & Risk		12 Mar – Assurance & Risk
	29 May – Assurance & Risk (tele-conference)		24 July - Board workshop	6 Sept – Remuneration Committee						
	30 May – Remuneration Committee		26 July – Remuneration Committee							
	Governance & Accountability Declaration of Interests Minutes of meeting on 3 April – to ratify Progress on action points Recommendation on appointment of deputy Chair – for approval Recommendation on appointment of Caldicott Guardian and SIRO - for approval Forward Board business schedule for 2013-14 Strategic/Policy Items Strategic direction and engagement approach Update on response to Francis recommendations Business/Performance Reporting CEO report on business activity Development of Board performance pack Forthcoming statistical publications April 13 26 April – Initial Board	Governance & Accountability Declaration of Interests Minutes of meeting on 3 April – to ratify Progress on action points Recommendation on appointment of deputy Chair – for approval Recommendation on appointment of Caldicott Guardian and SIRO - for approval Forward Board business schedule for 2013-14 Strategic/Policy Items Strategic direction and engagement approach Update on response to Francis recommendations Business/Performance Reporting CEO report on business activity Development of Board publications April 13 May 13 26 April – Initial Board and conditions Minutes of meeting on 26 April – to ratify Progress on action points Minutes of meeting on 26 April – to ratify Progress on action points Progress on action proports of an unual report and accounts for HSCIC (SpHA) Forward Board business schedule for 2013-14 Strategic/Policy Items Strategic/Policy Items Strategic/Policy Items Strategic/Policy Items Approach to patient and public engagement Approach to patient and public engagement CEO report on business activity Contract approval processes/approach to development of SLAS/MOUS with customers Board performance pack Forthcoming statistical publications April 13 May 13 26 April – Initial Board and counts for HSCIC (SpHA) The progress on action points Minutes of meeting on 26 April – to ratify Progress on action progress on acti	Governance & Accountability Declaration of Interests Minutes of meeting on 3 April – to ratify Progress on action points Recommendation on appointment of deputy Chair – for approval Recommendation on appointment of Caldicott Guardian and SIRO - for approval Proward Board business schedule for 2013-14 Strategic/Policy Items Strategic direction and engagement approach Update on response to Francis recommendations Business/Performance Reporting CEO report on business activity Development of Board publications April 13 May 13 Declaration of Interests Minutes of meeting on 30 May – to ratify Progress on action points Annual Report and accounts for HSCIC (SpHA) Progress on action points Annual Report and accounts for HSCIC (SpHA) – for approval for HSCIC (SpHA) – for approval Porward Board business schedule for 2013-14 Strategic/Policy Items Strategic/Policy Items Strategic/Policy Items Strategic/Policy Items Strategic/Policy Items Strategic/Policy Items CEO report on business activity Contract approval processes/approach to development of SLAS/MoUs with customers Board performance pack Forthcoming statistical publications April 13 May 13 June 13 26 April – Initial Board Induction session April 30 May – Assurance & Risk (tele-conference) 30 May – Remuneration	Governance & Accountability Declaration of Interests Minutes of meeting on 3 April – to ratify Progress on action points Progress on action appointment of deputy Chair – for approval report and accounts for HSCIC (SpHA) – for approval Porward Board business schedule for 2013-14 Strategic/Policy Items Strategic direction and engagement and public engagement and public engagement and problemance activity Development of Board performance pack Forthcoming statistical publications April 13 May 13 June 13 July 13 Lipin - to ratify Progress on action points Accountability Minutes of meeting on 30 May – Remover the accounts for HSCIC (SpHA) — to ratify Progress on action points Annual Report and accounts for HSCIC (SpHA) — for approval accounts for HSCIC (SpHA) — for approval for approval for approval for approval business schedule for 2013-14 Strategic/Policy Items CEO report on business activity Development of Board performance pack Forthcoming statistical publications Strategic direction and engagement approach to depend on the pack pack pack pack pack pack pack pack	Governance & Accountability	Governance & Accountability Accounta	Governance & Accountability Governance & Accountability Accountabili	Covernance & Accountability Covernance & Cover	Governance & Accountability Accounta	Generative & Accountability Accounta