

**HSCIC – Draft Board Business Schedule 2013-14**

<b>3 April 13</b>	<b>26 April 13</b>	<b>30 May 13</b>	<b>12 June 13</b>	<b>19 June 13</b>	<b>18 Sept 13</b>	<b>23 Oct 13</b>	<b>20 Nov 13</b>	<b>18 Dec 13</b>	<b>22 Jan 14</b>	<b>19 Feb 14</b>	<b>19 March 14</b>
<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>	<b>Governance &amp; Accountability</b>
Declaration of Interests Recommendations on appointment of Executive Directors to Board – <b>for approval</b> Corporate Governance Manual - <b>to agree in principle</b>	Declaration of Interests Minutes of meeting on 3 April – <b>to ratify</b> Progress on action points Recommendation on appointment of deputy Chair – <b>for approval</b> Recommendation on appointment of Caldicott Guardian and SIRO - <b>for approval</b> Forward Board business schedule for 2013-14	Declaration of Interests Minutes of meeting on 26 April – <b>to ratify</b> Progress on action points Progress on preparation of annual report and accounts for HSCIC (SpHA) Forward Board business schedule for 2013-14	Declaration of Interests Minutes of meeting on 30 May – <b>to ratify</b> Progress on action points Annual Report and accounts for HSCIC (SpHA) – <b>for approval</b>	Declaration of Interests Minutes of meeting on 12 June – <b>to ratify</b> Progress on action points Framework agreement with DH – <b>for approval</b> Corporate Governance Manual – <b>for approval</b> Forward Board business schedule for 2013-14	Declaration of Interests Minutes of meeting on 19 June – <b>to ratify</b> Progress on action points Forward Board business schedule for 2013-14	Declaration of Interests Minutes of meeting on 18 Sept – <b>to ratify</b> Progress on action points Forward Board business schedule for 2013-14	Declaration of Interests Minutes of meeting on 23 Oct – <b>to ratify</b> Progress on action points Forward Board business schedule for 2013-14	Declaration of Interests Minutes of meeting on 20 Nov – <b>to ratify</b> Progress on action points Arrangements for annual review of Board effectiveness Forward Board business schedule for 2013-14	Declaration of Interests Minutes of meeting on 18 Dec – <b>to ratify</b> Progress on action points Forward Board business schedule for 2014-15	Declaration of Interests Minutes of meeting on 22 Jan – <b>to ratify</b> Progress on action points Outcome of annual review of Board effectiveness Forward Board business schedule for 2014-15	Declaration of Interests Minutes of meeting on 19 Feb – <b>to ratify</b> Progress on action points Forward Board business schedule for 2014-15
<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>	<b>Strategic/Policy Items</b>
Business Plan 2013-14 – <b>for approval</b>	Strategic direction and engagement approach  Update on response to Francis recommendations	Approach to patient and public engagement		To be confirmed	Mid-year review of Business Plan for 2013-14  Progress report on implementation of Organisational Development Strategy	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
<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>	<b>Business/Performance Reporting</b>
	CEO report on business activity Development of Board performance pack Forthcoming statistical publications	CEO report on business activity Contract approval processes/approach to development of SLAs/MoUs with customers Board performance pack Forthcoming statistical publications		CEO report on business activity Board performance pack Corporate risks and issues Forthcoming statistical publications	CEO report on business activity Board performance pack Corporate Risks and Issues Forthcoming statistical publications	CEO report on business activity Board performance pack Corporate Risks and Issues Forthcoming statistical publications	CEO report on business activity Board performance pack Corporate Risks and Issues Forthcoming statistical publications	CEO report on business activity Board performance pack Corporate Risks and Issues Forthcoming statistical publications	CEO report on business activity Board performance pack Corporate Risks and Issues Forthcoming statistical publications	CEO report on business activity Board performance pack Corporate Risks and Issues Forthcoming statistical publications	CEO report on business activity Board performance pack Corporate Risks and Issues Forthcoming statistical publications
<b>Sub-Committee Meetings and Board workshops</b>											
	<b>April 13</b>	<b>May 13</b>	<b>June 13</b>	<b>July 13</b>	<b>Sept 13</b>	<b>Oct 13</b>	<b>November 13</b>	<b>December 13</b>	<b>January 14</b>	<b>Feb 14</b>	<b>March 14</b>
	26 April – Initial Board induction session	15 May – Assurance & Risk 29 May – Assurance & Risk (tele-conference) 30 May – Remuneration Committee	12 June – Assurance & Risk	17 July Assurance & Risk 24 July - Board workshop 26 July – Remuneration Committee	11 Sept – Assurance & Risk 6 Sept – Remuneration Committee		13 Nov – Assurance & Risk	4 Dec – Board workshop (provisional)	15 Jan – Assurance & Risk		12 Mar – Assurance & Risk