

**Agenda**

**MEETING OF THE BSO BOARD**

A meeting of the BSO Board will take place on **Thursday 24 October 2019 at 10.00 am in the Boardroom, BSO HQ, 2 Franklin Street, Belfast, BT2 8DQ**

1. Chair's Welcome and Apologies:-
2. Declaration of Conflicts of Interest
3. **Minutes**
- 3.1 Minutes of Meeting held on 26 September 2019 – **Marked A** **For Approval**
4. **Matters Arising from Minutes**
- 4.1 Action Template – **Paper BSO 56/2019 refers** **For Noting**
5. **Chairs Business** **For Noting**
6. Chief Executive's Report – **to Follow** **For Noting**
7. **ITEMS FOR APPROVAL**
- 7.1 Draft Annual Quality Report for 2018/19 – **Paper BSO 57/2019 refers** **For Approval**  
**Director of CCP to Report**
- 7.2 **HR&CS Policies**
- 7.2.1 Revised Draft Complaints Procedure – **Paper BSO 58/2019 refers** **For Approval**  
**Interim Director of HR&CS to Report**
- 7.2.2 BSO Manual Handling Policy – **Paper BSO 59/2019 refers – Interim** **For Approval**  
**Director of HR&CS to Report**
- 7.3 Revision to Standing Orders and Standing Financial Instructions – **For Approval**  
**Paper BSO 60/2019 refers – Director of CCP to Report**
8. **ITEMS FOR NOTING:-**
- 8.1 Finance Report – Month 6 – **Paper BSO 61/2019 refers – Interim DoF** **For Noting**  
**to Report**
- 8.2 Encompass Update – Paper **BSO 62/2019 refers – Encompass** **For Noting**  
**Programme Director to Report**

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| 8.3 | Corporate Balanced Scorecard – <i>Paper BSO 63/2019 refers – Director of CCP to Report</i>  | <b>For Noting</b> |
| 8.4 | Annual Business Plan Update Performance Report, Period Ending 30 September 2019 – <i>Paper BSO 64/2019 refers – Director of CCP to Report</i> | <b>For Noting</b> |
| 8.5 | BSTP Update – <i>Paper BSO 65/2019 refers – Head of SS to Report</i>  | <b>For Noting</b> |
| 8.6 | EU Exit Preparedness – <i>Director of Ops to Report</i>   | <b>For Noting</b> |
| 8.7 | Pals Assurance Reports – <i>Paper BSO 66/2019 refers – Director of Ops to Report</i>  | <b>For Noting</b> |
| 8.8 | Corporate Risk and Assurance Report 2019/20 – <i>Paper BSO 67/2019 refers – Director of CCP to Report</i>                                     | <b>For Noting</b> |
| 8.9 | Executive Summary of Annual Report for OREC NI 2018/19 – <i>Paper BSO 68/2019 refers – Director of CCP to Report</i>                          | <b>For Noting</b> |
| 9.  | <b><i>Governance and Audit Committee</i></b>  |                   |
| 9.1 | Report of Meeting held on 15 October 2019 – <i>Paper BSO 69/2019 refers – Chair of GAC to Report</i>  | <b>For Noting</b> |
| 10. | <b><i>Any Other Business</i></b>  |                   |
| 11. | Date of Next Meeting  |                   |
| (i) | <b><i>Thursday 28 November 2019</i></b> – 10 am – Boardroom, BSO HQ, 2 Franklin Street, Belfast   |                   |