

Agenda

MEETING OF THE BSO BOARD

A meeting of the BSO Board will take place on **Thursday 28 September 2017 at 10.00 am in Conference Room, SS Recruitment Centre, Rosewood Villa, 73 Loughall Road, Armagh, BT61 7PR**

1. Chair's Welcome and Apologies
 - Apologies – Robert Bannon
2. Declaration of Conflicts of Interest
3. **Minutes**
 - (i) Minutes of Meeting held on 24 August 2017 – **Marked A** **For Approval**
4. **Matters Arising from Minutes**
 - (i) Action Template – **Paper BSO 69/2017 refers** **For Noting**
5. Chairs Business **For Noting**
6. Chief Executive's Report **For Noting**
7. **Finance**
 - (i) Finance Report – Month 5 - **Paper BSO 70/2017 refers – (DoF) to Report** **For Noting**
8. Corporate Balanced Scorecard – **BSO 71/2017 refers – Director of CCP to Report** **For Noting**
9. Business Services Transformation Programme (BSTP) - Shared Services Project - Highlight Report– **Paper BSO 72/2017 refers – Director of Operations to Report** **For Noting**
10. Report on BSO Prompt Payment for Period Ending 31 July 2017 – **Paper BSO 73/2017 refers** **For Noting**
11. Property Asset Management Plan (PAMP) 2017/18 – 2022/23 – **Paper BSO 74/2017 refers – Director of HR&CS to Report** **For Approval**
12. BSO Communication Strategy and Implementation Plan – 2017 – 2022 – **Paper BSO 75/2017 refers – Chief Executive to Report** **For Approval**
13. BSO HR&CS Policies and Procedures – **Paper BSO 76/2017 refers – Director of HR&CS to Report:-** **For Approval**

- (i) Draft Recruitment Strategy
 - (ii) Draft Recruitment and Selection Policy
 - (iii) Draft People Strategy
 - (iv) Regional Disciplinary Policy
 - (v) Regional Grievance Policy
14. HR and Corporate Services Report – *Paper BSO 77/2017 refers – Director of HR&CS to Report* **For Noting**
15. Encompass Programme Update – *Paper BSO 78/2017 refers* **For Noting**
16. Report of Remuneration and Terms of Service Committee – 19 September 2017 – *Chair to Report* **For Noting**
17. Presentation by Head of SS Recruitment - ‘Recruitment & Selection Service Update’ **For Noting**
18. Any Other Business
- (i) International Travel – Mrs Karen Bailey and Mr David Bryce – Gartner Symposium – Barcelona 5 – 9 November 2017
19. Date of Next Meeting – *Thursday 26 October 2017* – 10am – BSO HQ, 2 Franklin Street, Belfast