

**Agenda****MEETING OF THE BSO BOARD**

A meeting of the BSO Board will take place on **Thursday 26 October 2017 at 10.00 am in Boardroom, BSO HQ, 2 Franklin Street, Belfast, BT2 8DQ**

1. Chair's Welcome and Apologies
  - Apologies – Sam Waide
2. Declaration of Conflicts of Interest
3. **Minutes**
  - (i) Minutes of Meeting held on 28 September 2017 – **Marked A** **For Approval**
4. **Matters Arising from Minutes**
  - (i) Action Template – **Paper BSO79/2017 refers** **For Noting**
5. Chairs Business **For Noting**
6. Chief Executive's Report **For Noting**
7. **ITEMS FOR APPROVAL**
8. **ITEMS FOR DISCUSSION:-**
  - 8.1. **Finance**
    - (i) Finance Report – Month 6 - **Paper BSO 80/2017 refers – (DoF) to Report** **For Discussion**
  - 8.2 BSO Corporate Risk and Assurance Report – **Paper BSO 81/2017 refers – Director of CCP to Report** **For Discussion**
  - 8.3 Assessment of BSO Board Effectiveness – **Paper BSO 82/2017 refers – Chair to Report** **For Discussion**
9. **ITEMS FOR NOTING:-**
  - 9.1 Corporate Balanced Scorecard – **BSO 83/2017 refers – Director of CCP to Report** **For Noting**
  - 9.2 Business Services Transformation Programme (BSTP) - Shared Services Project - Highlight Report – **Chief Executive to Report** **For Noting**

- 9.3 Report on BSO Prompt Payment for Period Ending 31 August 2017 – *Paper BSO 84/2017 refers* **For Noting**
- 9.4 NI Infected Blood Scheme – *Paper BSO 85/2017 refers – DoF to Report* **For Noting**
- 9.5 Annual Reports for Financial Year 2016/17 for Health and Social Care Research Ethics Committees – *Paper BSO 86/2017 refers – Director of CCP to Report* **For Noting**
- 9.6 *International Travel* – Mr Gary Loughran – Attendance at EU Workshop on GDPR in Brussels – 22 and 23 October 2017. **For Noting**
- 9.7 Annual Business Plan Performance Report, Period ending 30 September 2017 – *Paper BSO 87/2017 refers – Director of CCP to Report* **For Noting**
10. **REPORTS FROM COMMITTEES**
- 10.1 ***Business and Development Committee (BDC)***
- (i) Report of Meeting held on 20 October 2017 – *Chair of BDC to Report* **For Noting**
- (ii) Minutes of Meeting held on 14 September 2017 – *Paper BSO 87/2017 refers* **For Noting**
- 10.2. ***Governance and Audit Committee (GAC)***
- (i) Report of Meeting held on 17 October 2017 – *Paper BSO 88/2017 refers – Chair of GAC to Report* **For Noting**
- (ii) Minutes of Meeting held on 17 August 2017 refers – *Appendix A Refers* **For Noting**
- (iii) GAC Terms of Reference – *Appendix B refers – Chair of GAC to Report* **For Approval**
- (iv) Draft Year Assurance Statement – *Appendix C refers – Chair of GAC to Report* **For Discussion**
11. ***Any Other Business***
12. Date of Next Meeting – ***Thursday 23 November 2017*** – 10am – Conference Room, Accounts Payable, Greemount House, Woodside Industrial Estate, Ballymena, BT42 4TP