

**Agenda**

**MEETING OF THE BSO BOARD**

A meeting of the BSO Board will take place on **Thursday 24 February 2011 at 2.00 pm in the Boardroom, BSO HQ, 2 Franklin Street, Belfast.**

1. Apologies –
2. **Chairman's Business**
3. Minutes of the Meeting held on 27 January 2011 – *Marked A* **For Approval**
4. Action Sheet Arising from Board Meeting held on 27 January 2011 – *Paper BSO 11/2011 refers – Chief Executive to Report* **For Noting**
  - (i) BSO's Response to Consultation Paper on the Draft Budget 2011/2015: Settlement and Proposals – *BSO 11/2011 (a) refers* **For Noting**
5. (i) Director of Finance's Report to the Board for Period Ended 31 January 2011 – *Paper BSO 12/2011 – Director of Finance to Report* **For Noting**
6. Action Plan for the Completion of 2010/2011 Annual Accounts – *Paper BSO 13/2011 refers – Director of Finance to Report* **For Noting**
7. **Balanced Scorecard**
  - Corporate Balanced Scorecard – April – January 2011 – *Paper BSO 14/2011 refers – Director of Customer Care and Performance to Report* **For Noting**
8. Electronic Document Storage – *Paper BSO 15/2011 refers – Director of HR & Corporate Services to Report* **For Approval**
9. Adverse Incident Reporting Policy – *Paper BSO 16/2011 refers – Director of HR & Corporate Services to Report* **For Approval**
10. Update on Production of Service Delivery Plan for 2011/2012 – *PAPER TO FOLLOW – Director of Customer Care and Performance to Report* **For Noting**
11. Presentation on TOPs Programme by Nigel Reynolds **For Noting**

12. Update on BSTP –*BSTP Programme Director to Report* **For Noting**
13. Any Other Business
14. Date of Next Meeting – *Thursday 31 March 2011 – 2.00 pm Boardroom, BSO HQ.* **For Noting**