Human Tissue Authority
Board Meeting Conducted in Public

**Date:** 29 June 2023

**Paper reference:** HTA 18/23

**Agenda item:** 12

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Matters arising from previous HTA Board meetings

# Purpose of paper

1. To provide an update to the Board on the actions arising from previous Board Meetings. Colour coding used is blue = completed, green = on target and amber = at risk of not meeting target date.

# Decision making to date

1. The SMT agreed this paper on 31st May for submission to the Board.

# Action required

1. The Board is to note the report.

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| B\_2022\_10 | July 22 | **Development Programme**The Board noted the review of the former Development Programme and the reframed work and endorsed the revised scope of work. The Board also agreed that a Programme Initiation Document (PID), be shared with the Board following agreement by SMT in Q2.  | Director of Data, Technology and Development | Sept 22 | **Review in July** | An initial PID has been drafted that sets out the approach to be adopted. Further detail including timescales and updates to risks will be included following the outcome of a high-level discovery phase that is focused on affordability which is due to report in early July. **Completed.**  |
| B\_2023\_01  | March 23 | HTA’s differentiated, risk-based approach to developing the inspection programme 2023/24 The Board noted HTA’s developing approach to using data to inform sectoral risk assessment through the implementation of a segmented approach to its inspection work. The Board noted this approach has been used to inform the inspection programme for 2023/24. | Director of Regulation  |  |  | **Completed** No further action required.  |
| B\_2023\_02 | March 23  | **Review of HTA’s Risk Tolerance** The Board approved the revised risk tolerance statements for the HTA’s strategic risks 2, 3 and 7. | Director of Resources  |  |  | **Completed**No further action required. |

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| B\_2023\_03  | March 23  | **Business Plan**The Board approved, in principle, to the HTA Business Plan for 2023/24 subject to the final draft being distributed via correspondence, and taking into account the proposed changes agreed by the Board Meeting. | Deputy Director for Performance & Corporate Governance  |  |  | **Completed**No further action required. |
| B\_2023\_04  | March 23  | **Audit, Risk and Assurance Committee Terms of Reference**The Board agreed the amended Terms of Reference for the Audit, Risk and Assurance Committee.  | Head of Finance  |  |  | **Completed**No further action required. |