

# Human Tissue Authority Board Meeting Conducted in Public

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**Date:** 29 June 2023

**Paper reference:** HTA 18/23

**Agenda item:** 12

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**Protective Marking:** OFFICIAL

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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

2. The SMT agreed this paper on 31<sup>st</sup> May for submission to the Board.

### Action required

3. The Board is to note the report.

Number	Date added	Action	Assigned to	Target date	Revised date	Status
B_2022_10	July 22	<p><b>Development Programme</b> 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.</p>	Director of Data, Technology and Development	Sept 22	<b>Review in July</b>	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. <b>Completed.</b>
B_2023_01	March 23	<p><b>HTA's differentiated, risk-based approach to developing the inspection programme 2023/24</b> 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.</p>	Director of Regulation			<b>Completed</b> No further action required.
B_2023_02	March 23	<p><b>Review of HTA's Risk Tolerance</b> The Board approved the revised risk tolerance statements for the HTA's strategic risks 2, 3 and 7.</p>	Director of Resources			<b>Completed</b> No further action required.

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Number	Date added	Action	Assigned to	Target date	Revised date	Status
B_2023_03	March 23	<b>Business Plan</b> 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			<b>Completed</b> No further action required.
B_2023_04	March 23	<b>Audit, Risk and Assurance Committee Terms of Reference</b> The Board agreed the amended Terms of Reference for the Audit, Risk and Assurance Committee.	Head of Finance			<b>Completed</b> No further action required.

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