

HTA Board meeting, 27th June 2024

Agenda item	1.4 Matters arising from previous Board meetings
Purpose: for information or decision?	Information
Decision making to date?	N/A
Recommendation	The HTA Board is asked to note two completed actions from the last meeting on the 7 th March 2024, and one action from the meeting on 7 th December 2023, which will be completed at the Board meeting on 27 th June 2024
Which strategic risks are relevant?	All
Strategic objective	Efficient and Effective
Core operations / Change activity	Core operations
Business Plan item	Senior Management Team – strategic direction and leadership of operational delivery across the organisation (including risk management)
Committee oversight?	Board only
Finance and resource implications	Various due to the range of items covered
Timescales	Various due to the range of items covered
Communication(s) (internal/external)	N/A
Identified legislative implications	N/A

Matters Arising / Action Log

R: action not completed by due date

A: action not yet due

G: action complete

Board date and agenda item:	Action	Owner	Deadline	Status	Update
07/12/2023 Item 7: Fees Review	To provide the Board with an update on discussions with the Devolved Administrations at the Board meeting on 28th June. The action was carried over from the last Board meeting.	Tom Skrinar, Director of Resources	By next Board meeting (27/06/2024)		Update to be given at the Board meeting on 27/06/2024
07/02/2024 Item 8: HTA Strategy	(HTA Strategy) Board members to submit any final comments on the draft HTA Strategy by close of 15 th March.	Board members. Louise Dineley, Director of Data, Development and Policy to coordinate.	15/03/2024.		Action completed
07/02/2024 Item 9: HTA Business Plan	HTA Business Plan) Board members to submit any final comments on the draft HTA Business Plan by close of 15 th March.	Board members. John McDermott, Deputy Director of Performance and Corporate Governance to coordinate.	15/03/2024		Action completed Business Plan has been submitted to DHSC