

HTA Board meeting, 19 September 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 completed actions from recent meetings and progress on actions from the meeting of 27 June 2024
Which strategic risks are relevant?	Risk 1: Regulation Risk 2: Sector Risk 3: Staff Risk 4: Financial Risk 5: Digital
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 and seeking opportunities for ALB collaboration)
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 / Actions Log

Board date and item	Action	Owner	Deadline	Status	Update
7 Dec 2023 Item 7	Fees Review Provide Board with an update on discussions with the Devolved Administrations.	Tom Skrinar, Director of Resources	Board meeting of 27 Jun 2024	G	Update provided at Board meeting of 27 Jun 2024
27 Jun 2024 Item 2.1	Chair's Objectives Cascade objectives to board members and CEO when finalised	Chair	Board meeting of 19 Sep 2024	A	Update to be provided at Board meeting of 19 Sep 2024
27 Jun 2024 Item 4.1	HTA Strategic Risk Register Take account of Board feedback on SRR (incl. amending Risk 1 'effects' column in line with Board suggestions around patient safety; and working with risk owners to make all mitigations more SMART).	Tom Skrinar Director of Resources	Board meeting of 19 Sep 2024	G	Feedback duly shared with risk owners and SRR amended.
27 Jun 2024 Item 4.2	HTA Digital Strategy Circulate Strategy to interested Board members	Louise Dineley Director, Data, Technology & Development	Board meeting of 19 Sep 2024	G	Circulated to members on 23 July 2024.

R	R: action not completed or reported on by due date
A	A: action not yet due
G	G: action complete
<ul style="list-style-type: none"> Where no deadline specified in minutes, Action Holders to report on progress at next meeting Actions will be removed from the log only when completion has been reported to the Board, or if the Board agree that they have been superseded or may otherwise be closed. 	