

Board Meeting Agenda

10:00 – 15.15, 6 March 2025, Wandle 40/41, 2 Redman Place, London, E20 1JQ

Time	Item	Subject	Paper	Lead
1. OPENING ADMINISTRATION				
10:00	1.1	Welcome and apologies for absence	[oral]	Chair
	1.2	Declaration of interests	[oral]	Chair
	1.3	Minutes of the previous meeting	HTA 01-25	Chair
	1.4	Actions Log	HTA 02-25	Chair
2. ASSURANCE / REPORTING ITEMS				
10:10	2.1	Chair's report	[oral]	Chair
10:20	2.2	DHSC Sponsor Team Report	[oral]	DHSC representative
10:30	2.3	Chief Executive's Report	HTA 03-25	CEO
10:40	2.4	HTA Performance Report	HTA 04-25	CEO
3. DECISION ITEMS				
10:55	3.2	Proposed changes to the Police Referral and Warrants Policy	HTA 06-25	Director of Regulation
11:10	3.4	Business Plan 2025/26	HTA 07-25	Deputy Director Performance and Corporate Governance
4. INFORMATION ITEMS				
11:25	4.1	People Strategy	HTA 05-25	Director of Finance and Resources
11:50	4.2	Horizon Scanning	HTA 08-25	Director of Data, Technology & Development
5. GOVERNANCE ITEMS				
12:05	5.1	Remuneration Committee (RemCo) Chair's Report	[oral]	RemCo Chair
	5.2	Audit & Risk Assurance Committee (ARAC) Chair's Report	HTA 09-25	ARAC Chair
6. CLOSING ADMINISTRATION				
12:15	6.1	Board Forward Plan	HTA 10-25	Chair
	6.2	Any Other Business	[oral]	Chair
	6.3	Board Reflections	[oral]	Board
12:30	Formal meeting closes			

Afternoon informal Sessions

Time	Activity	Papers	Lead
12:30	Lunch break and informal networking	-	-
13:30	Confidential Discussion: Criteria for referring Living Organ Donation cases to Panel	On-the-day presentation (TBC)	Director of Regulation / Director of Data, Technology & Development
14:10	Regulation Update: Public Display	On-the-day presentation	Head of Regulation (MW)
14:35	Communications and Engagement	On-the-day presentation	Head of Comms and Engagement
15:00	<i>Afternoon sessions close. 'Touch-down' workspace available for members if needed for the remainder of the afternoon.</i>		