

## Board Meeting Agenda

10:00 – 15:00, 26 June 2025, Wandle 40/41, 2 Redman Place, London, E20 1JQ

Meeting to be held in public, with non-participating observers joining remotely by Teams

From 09:00 the informal seating area adjacent to the meeting room, and tea and coffee will be available for members who wish to arrive early for networking.

Time	Item	Subject	Paper	Lead
<b>1. OPENING ADMINISTRATION</b>				
10:00	1.1	Chair's welcome and introductory comments	[oral]	Chair
10:05	1.2	Apologies for absence	[oral]	Chair
	1.3	Declaration of interests	[oral]	Chair
	1.4	Minutes of the previous meeting	HTA <b>11-25</b>	Chair
	1.5	Actions Log	HTA <b>12-25</b>	Chair
<b>2. ASSURANCE / REPORTING ITEMS</b>				
10:10	2.1	Chair's report	[oral]	Chair
10:20	2.2	Audit and Risk Assurance Committee (ARAC) Chair's 2024-25 Annual Report to Board	HTA <b>13-25</b>	ARAC Chair
10:30	2.3	Remuneration Committee (RemCo) Chair's 2024-25 Annual Report to Board	HTA <b>14-25</b>	RemCo Chair
10:40	2.4	DHSC Sponsor Team Report	[oral]	DHSC representative
10:50	2.5	Chief Executive's Report	HTA <b>15-25</b>	CEO
11:05	2.6	HTA Performance Report	HTA <b>16-25</b>	CEO
<b>3. INFORMATION ITEMS</b>				
11:25	3.1	12 Month Evaluation of the Human Tissue Act 2004 (Supply of Information about Transplants) Regulations 2024.	HTA <b>17-25</b>	Director of DTD
11:40	3.2	HTA Strategy 2024-27: our review of year 1	HTA <b>18-25</b>	Director of DTD
11:55	3.3	Evidential Compliance Assessments (ECA) trialled in the PM sector during 2024-25	HTA <b>19-25</b>	Director of Regulation
12:05	3.4	Responses to questions submitted by observers	[oral]	Chair and CEO
<b>4. GOVERNANCE ITEMS</b>				
12:15	4.1	Review of Board Standing Orders, Committee ToR and supporting documents	HTA <b>20-25</b>	Chair
<b>5. CLOSING ADMINISTRATION</b>				
12:25	5.1	Board Forward Plan	HTA <b>21-25</b>	Chair
	5.2	Any Other Business	[oral]	Chair
12:30	Formal meeting closes			

## Afternoon informal Sessions (not held in public)

Time	Activity	Papers	Lead
13:30	<b>Regulation sector update / Living Organ Donation Training for Board Members</b>	On-the-day presentation and interactive session	Head of Regulation (ODT) and relevant colleagues
13.50	<b>Living Organ Donation panel cases: presentation on proposals to seek amendment to statutory panel cases</b>	On-the-day presentation	Head of Regulation (ODT) and Director of Regulation
14.10	<b>Fuller Independent Inquiry and legal update [specific operational matter]</b>	Oral update	Director of Regulation
14:30	<b>Annual Report and Accounts</b> (5 mins)  and then  <b>24/25 Annual Review</b> (25 mins)	Oral update   Review of draft document	Director of Finance and Resources   Director of Data, Technology and Development
15:00	<i>Afternoon sessions close. 'Touch-down' workspace available for members if needed for the remainder of the afternoon</i>		