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| **Agenda item:** | **12** |
| **Attachment:** | **G** |

**HRA BOARD COVER SHEET**

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| **Date of Meeting:** | 20 March 2019 |

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| **Title of Paper:** | **A review of the terms of reference of the Transparency Forum & the Collaboration & Development Forum** |
| **Purpose of Paper:** | An opportunity to review the terms of reference for the Transparency Forum and the Collaboration & Development Forum to ensure they remain it for purpose and aligned to support the promotion of research transparency and the delivery of improvements to the research journey. |
| **Reason for Submission:** | For review and discussion |
| **Details:** | The Board agreed at its meeting in November 2018 it would be an appropriate time to review the terms of reference. |
| **Time required for item:** | **10 minutes** |

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| **Recommendation / Proposed Actions:** | **To Approve** | |  |
| **To Note** | | **x** |
| **For Discussion** | | **x** |
| **Comments** |  | |

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| **Name:** | Steve Tebbutt |
| **Job Title:** | Head of Corporate Governance & Risk |
| **Date:** | 19 February 2019 |