# HRA Board Meeting Agenda (Part 1 – Public Session)

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| Date: | 16 September 2020 |
| Time: | 10.30am – 12.55pm |

Attendees:

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| Teresa Allen (TA) | Chief Executive |
| Ian Cook (IC) | Director of Transformation & Corporate Services |
| Richard Cooper (RC) | Non-Executive Director |
| Graham Clarke (GC) | Non-Executive Director |
| Jonathan Fennelly-Barnwell (JFB) | Deputy Director Approvals Service |
| Professor Andrew George (AG) | Non-Executive Director |
| Penelope Gregory (PG) | PA to Deputy Chief Executive & Board Support Officer |
| Katherine Guerin (KG) | Deputy Director Corporate Services |
| Sylvia Hazard (SH) | Deputy Director of Finance |
| Dr Nicole Mather (NM) | Non-Executive Director |
| Dr Janet Messer (JM) | Director of Approvals Service |
| Juliet Tizzard (JT) | Director of Policy |
| Professor Sir Terence Stephenson (TS) | Chair |
| Stephen Tebbutt (ST) | Head of Corporate Governance & Risk |
| Karen Williams (KW) | Deputy Chief Executive & Director of Finance |

Venue: Via Zoom

| No. | Agenda item | Presenter | Time | Papers |
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|  | Welcome, housekeeping and apologies | TS | 0 mins | N/A |
|  | Conflict of interests | TS | 0 mins | N/A |
|  | Review of minutes from previous meeting | TS | 5 mins | 3A Minutes |
|  | Matters arising | TS | 5 mins | Verbal |
|  | Update from Chair | TS | 5 mins | Verbal |
|  | **Update from Chief Executive** | TA | 5 mins | 6A Chief Executive update |
|  | **Board effectiveness review action plan** | ST | 20 mins | 7A |
|  | Performance report – 2020/21  Including:   * July 2020 Finance report * HRA accountability KPIs for DHSC (for information) | KW | 20 mins | 8A Performance report – to follow  8B July 2020 finance report |
|  | **Confidentiality Advisory Group caseload update** | PM | 20 mins | 9A – CAG update |
|  | **Proportionate review of research for educational purposes** | MW | 20 mins | 10 |
|  | Strategic risk register | ST | 10 mins | 11A Strategic risk register |
|  | Corporate risk register (Quarter 1 2020/21) | ST | 10 mins | 12A Corporate risk register |
|  | **Freedom of Information and complaints summary 2019/20** | ST | 10 mins | 13A FOI summary & complaints summary |
|  | **Summary of Audit & Risk Committee meeting** | GC | 5 mins | 14A ARC 11/08/20 |
|  | **Out of session items / items for Board interest to note:** | TS | 0 mins | N/A |
|  | Any other business  *(Any AOB items should be notified to the Head of Corporate Governance & Risk no later than 24 hours prior to the Board meeting barring exceptional circumstances)* | TS | 5 mins | N/A |
|  | Questions from members of the public  *(Any questions regarding matters not covered on the agenda should be notified to the Head of Corporate Governance & Risk 24 hours prior to the meeting)* | TS | 5 mins | N/A |
|  | Date of next meeting:  18 November 2020, location TBC |  |  |  |

**Resolution to exclude members of the public**

*Members of the board are invited to resolve that representatives of the press and members of the public be excluded from the remainder of the meeting as any publicity would be prejudicial to the public interest by reason of the confidential nature of the business*