**HEALTH RESEARCH AUTHORITY**

**BOARD MEETING**

**AGENDA**

**PART 1 – PUBLIC SESSION**

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| **Date:** | **Wednesday 20th January 2016** |
| **Time:** | **10.15am – 3.00pm** |
| **Venue:** | **HRA 1, Skipton House, 80 London Road, London, SE1 6LH** |

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| --- | --- | --- | --- | --- |
| **Item** | **Item details** | **Time**  **(mins)** | **Attachment** | **Page no** |
|  | **Apologies** | 10 | Verbal | - |
|  | **Conflicts of interest** | Verbal | - |
|  | **Minutes of last meeting** | **A** |  |
|  | **Matters arising**  *Including:*   * *Code of Conduct – Confirmation that all staff have signed the code* | Verbal | - |
|  | **Update from Chair** | 5 | Verbal | - |
|  | **Update from Chief Executive** | 5 | To be tabled | - |
|  | **HRA Approval Programme**  *Including:*   * *HRA Approval progress report* * *NHS Healthcheck Review - Jonathan Sheffield attending at 10.30am* * *Management response to Healthcheck report* | 30 | **B**  **C**  To be tabled | - |
|  | **Update from Confidentiality Advisory Group**   * *Mark Taylor attending at 2.00pm* | 30 | Verbal | - |
|  | **HRA Standing Orders, Reservation and Delegation of Powers and Standing Financial Instructions; and**  **HRA Delegation of Financial Powers** | 10 | **D**  **E** |  |
|  | **Finance Report**   * *October 2015* * *November 2015* | 20 | **F**  **G** |  |
| *Items for discussion* | | | |  |
|  | **Research Ethics Committee decision making in relation to novel methodologies for efficient trial design – ‘Mystery shopper’**   * *Report* * *Management response* | 20 | **H**  **(I - to follow)** | - |
| *Items for information* | | | |  |
|  | **“Point of Care” trials (PoCTs): Their importance for public and patients and helping RECs review them fairly**   * *Update for the Board for Developing a Policy Strategy* | 15 | **J**  **K** |  |
|  | **Update on Business Planning 2016/17** | 10 | Verbal | - |
|  | **Estates Strategy – update on progress and next steps** | 15 | Verbal | - |
|  | **Out of session business conducted**   * *Contract for the maintenance and development of the Integrated Research Application System (IRAS) and the HRA Assessment and Review Portal (HARP) and IRAS/HARP helpdesk service.* * *Sub-group of Board met in December to discuss stakeholder event to support the HRA’s development of strategic objectives with a view to a 3-5 year strategic plan.* | 5 | Verbal | - |
|  | **Any other business**  *(Any AOB items should be notified to the Board Secretary no later than 24 hours prior to the Board meeting barring exceptional circumstances)* | 5 | Verbal | - |
|  | **Questions from the public** | 5 |  | - |
|  | **Date of next meeting**  17th February 2016, Bristol HRA Centre |  |  | - |
|  | **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* |  |  | - |

**Part 2 – Confidential session**

The remainder of the HRA Board meeting will be deliberated in private due to the confidential nature of the business to be transacted. Papers and minutes will not be published for this part of the meeting.