**NATIONAL INSTITUTE FOR HEALTH AND CARE EXCELLENCE**

# Senior Management Team Agenda

**There will be a Senior Management Team meeting 10.45am – 1.00pm on**

**Tuesday 10 December 2019 in Medway, London and Mersey, Manchester**

**AGENDA**

**1. Apologies for absence**

**2. Freedom of Information and Publication Scheme**

To consider whether any of the information in the attachments are exempt from disclosure

(Oral)

**3. Declarations of interest**

To note any new interests and consider any conflicts of interest specific to the meeting

(Attached)

**4. Minutes of the last meetings**

To consider and approve the minutes of the meeting on 3 December 2019 (Attached)

**5. Matters arising**

To consider any matters arising from the meeting on 3 December 2019 (Oral)

**6. For consideration and approval**

6.1Finance and resource report

To receive the report (Attached)

6.2Communications directorate: New Brand and Marketing Communications team

To approve the proposals (Attached)

6.3Abdominal Aortic Aneurysm (AAA) guideline

To review the paper for submission to the December Board meeting (Attached)

6.4 CHTE topic selection processes – proposals for change

To approve the proposals for submission to the December Board meeting (Attached)

6.5Guideline committee chair appointment

To approve the appointment to the guideline committee on Barrett's oesophagus: ablative therapy (Attached)

**7. EU Exit**

To receive an update (Oral)

**8. NICE Connect**

To receive an update (Oral)

**9. London office move**

To receive an update (Oral)

**10. Chair and Chief Executive appointments**

To receive an update (Oral)

**11. Weekly staff updates**

To agree key messages (Oral)

**12. Any other business**

To consider any other business of an urgent nature (Oral)