**National Institute for Health and Care Excellence**

Senior Management Team

# Minutes of the meeting held on 21 January 2020

## Present

Andrew Dillon Chief Executive

Meindert Boysen Director – Centre for Health Technology Evaluation

Paul Chrisp Director – Centre for Guidelines

Jane Gizbert Director – Communications

Gill Leng Director – Health and Social Care (part of meeting)

Alexia Tonnel Director – Evidence Resources

Catherine Wilkinson Acting Business Planning and Resources Director

## In attendance

Rebecca Albrow Technical Adviser – Centre for Health Technology Evaluation (for item 6.2)

David Coombs Associate Director – Corporate Office (minutes)

Nick Crabb Programme Director – Science Advice and Research (item 6.1 only)

Carla Deakin Programme Director – Commercial and Managed Access (item 6.1)

Pall Jonsson Associate Director – Science Policy and Research (items 6.3 and 7)

Fay McCracken Associate Director – AAC Secretariat and Office for Market Access (item 6.1)

Susan Roberts Public Health Specialty Registrar – Health and Social Care (item 6.2)

## Also present

Anna Dijkstra Accelerated Access Collaborative (item 6.1)

Carole Longson Accelerated Access Collaborative (item 6.1)

Sam Roberts Accelerated Access Collaborative (item 6.1)

## Apologies (item 1)

1. None

## Accelerated Access Collaborative (AAC) (item 6.1)

1. Andrew Dillon welcomed Sam Roberts, AAC Chief Executive, and colleagues to the meeting. Sam gave a presentation setting out the AAC’s composition, remit and aims. SMT discussed the current interaction between NICE and the AAC, noting this is greatest in relation to creating a single ‘front door’ for innovators, horizon scanning for new innovations, and helping the NHS adopt new innovations. SMT noted the areas where there is currently less engagement between NICE and the AAC, including the collaborative’s work on ‘demand signalling’ which seeks to help innovators understand the innovations patients and the NHS needs. It was suggested that it would be helpful for the AAC to consider further the next steps once a priority area is identified and what this means in terms of the support for innovators. It was also noted that the NICE Connect project could help with this demand signalling, as setting out treatment options in a pathway could help identify gaps and therefore priorities for future innovations. Sam explained the AAC’s role in creating a world-leading testing infrastructure, which seeks to provide clarity for innovators on the evidence that is required for adoption and spread. The importance of including the data required for a NICE evaluation was highlighted.
2. Meindert Boysen referred to the AAC’s recent consultation on the medtech funding mandate. While NICE supported the policy in principle, there were concerns about the proposed criteria for selecting the eligible products, in particular the requirement for a product to deliver in-year cost savings in its first year. Sam set out the background to the consultation proposals and stated these reflected the need to reconcile different stakeholder positions. It was agreed that the proposals were a starting point for the new policy, and it is important for NICE and the AAC to work together on the communication about the new policy.
3. The discussion then moved on to the AAC’s support for priority areas, both in terms of non-product specific support focused on priorities at an early stage of development and which may be challenging to take through existing NICE processes, such as histology independent cancer drugs, and support for the rapid uptake of specific products following evaluation by NICE. It was suggested that innovative treatments for Alzheimer’s may be suitable to consider for early stage support.
4. Andrew thanked Sam and colleagues for attending and reaffirmed NICE’s commitment to working with the AAC.

## Freedom of Information and publication scheme (item 2)

1. The final minutes will be made available on the NICE website subject to the redaction of any exempt material.

## Declarations of interest (item 3)

1. The previously declared interests were noted. There were no conflicts of interest relevant to the meeting.

## Notes of the previous meeting (item 4)

1. The minutes of the meeting held on 14 January 2020 were agreed as a correct record.

## Matters arising (item 5)

1. The actions from the meeting held on 14 January 2020 were noted as complete or in hand.

## The current role of NICE in supporting screening decision making (item 6.2)

1. Paul Chrisp presented the draft paper for the UK Screening Advisory Body Working Group meeting on 14 February that set out NICE’s current role in providing advice on population and targeted screening.
2. SMT reviewed the draft paper and agreed that it would be helpful to add further information about the expertise and unique features of NICE’s work in this area, and the potential risk of disruption to these. Subject to these amendments, SMT supported the paper for discussion at the meeting in February.

ACTION: PC

## NICE Connect project (item 8)

1. Gill Leng highlighted that the vision video has launched and has been viewed 4,000 times on LinkedIn alone. A key issue to resolve is whether NICE can access additional funding for NICE Connect. There is also the related matter, discussed by directors last week, about management capacity to deliver NICE Connect alongside other priorities.

## An introduction to the quarterly reports from NICE’s research register (item 6.3)

1. Pall Jonsson presented the paper that set out the arrangements for the quarterly reports from the research register that are sent to directors with information on research projects in their respective centre/directorate.
2. It was agreed that it would be helpful for SMT meetings to receive quarterly reports on current research projects and those that completed within the last year. The reports should include a short statement on how each project contributes to NICE’s objectives, and a summary of the process for prioritising which research projects to pursue.

ACTION: PJ/NC

## EU exit (item 7)

1. SMT discussed the implications of EU exit on current and future research. It was noted that discussions have taken place with the Department of Health and Social Care (DHSC) sponsor team who have given support for NICE continuing to participate in EUnetHTA meetings. Meindert Boysen highlighted a potential risk to the NICE Scientific Advice service’s ability to access confidential data in the context of EU exit, and stated there also remains some uncertainty about research funding.

## London office move (item 9)

1. Andrew Dillon noted the updated proposals circulated by Catherine Wilkinson outside of the meeting about the arrangements for the facilities service in the new office. Catherine noted that HR advice is being sought, but it is not envisaged that a management of change exercise will be required. This work also includes clarifying roles, responsibilities and reporting lines.
2. Alexia Tonnel stated that the emerging clarity on the desk configuration in the new office should enable a decision to be made about which laptops to purchase. She would aim to bring a short paper to SMT setting out the options and cost implications. Catherine and Alexia highlighted that the greatest risks relate to ensuring the IT is in place and staff are used to the required new ways of working prior to the move. There is also the need to work through the AV and VC solutions for the meeting rooms.
3. Catherine stated that she will start to regularly bring the risk register and progress updates that are produced for the programme board to SMT meetings, which would enable SMT to maintain oversight of these issues.

## Chair and Chief Executive appointments (item 10)

1. Andrew Dillon noted that the interviews for the Chief Executive are due to take place next week. There is no further update on the Chair appointment.

## Weekly staff SMT updates (item 11)

1. SMT agreed the staff updates.

ACTION: DC

## Other business (item 12)

1. It was agreed that Gill Leng, Alexia Tonnel and Catherine Wilkinson would liaise outside of the meeting to discuss the external funding for NICE Connect, to inform discussions at next week’s quarterly accountability meeting with DHSC.

ACTION: CW/GL/AT

1. It was noted that Jane Gizbert, Meindert Boysen and Paul Chrisp would liaise outside of the meeting to discuss the arrangements for implementing the NICE Principles.

ACTION: JG/MB/PC