

NATIONAL INSTITUTE FOR HEALTH AND CARE EXCELLENCE

Senior Management Team

Minutes of the meeting held on 11 September 2017

Present

Andrew Dillon	Chief Executive
Mark Baker	Director – Centre for Guidelines
Ben Bennett	Director – Business Planning and Resources
Jane Gizbert	Director – Communications

In attendance

David Coombs	Associate Director – Corporate Office (minutes)
Paul Chrisp	Programme Director and Deputy Director – Health and Social Care
Mirella Marlow	Programme Director and Deputy Director – Centre for Health Technology Evaluation
Mark Salmon	Programme Director and Deputy Director – Evidence Resources

Apologies (item 1)

1. Apologies were received from Gill Leng, Carole Longson and Alexia Tonnel who were represented by Paul Chrisp, Mirella Marlow and Mark Salmon respectively.

Freedom of Information and publication scheme (item 2)

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

Notes of the previous meeting (item 3)

3. The minutes of the meeting held on 5 September 2017 were approved with the amendment of paragraph 11 to state that an update on the 2020 programme will be provided to the SMT strategy meeting in November.

Matters arising (item 4)

4. All actions from the meeting held on 5 September were noted as complete or in hand.

Strategy (item 5)

5. Ben Bennett provided an update on the proposal to introduce charging to recover the costs of the technology appraisal and highly specialised technologies programmes from industry. The Department of Health is intending to publicly consult on the proposal and the amended statutory regulations that would enable charging. The consultation is planned to run for eight weeks, and subject to the consultation outcome, the amended regulations would be introduced in Parliament in early 2018 to enable charging to commence from April 2018.
6. Andrew Dillon updated SMT on the arrangements for the Board strategy away-day in October. As discussed at the August Board strategy meeting, the meeting will explore NICE's strategic risks and it is hoped NICE's minister will give a presentation. Andrew stated that he would give further thought to the agenda.

ACTION: AD

7. SMT discussed the London office accommodation in the context of the end of the existing lease in 2020 and potential future Government policy announcements. It was agreed Andrew Dillon will provide an update at the September all-staff meetings.

ACTION: AD

Weekly staff SMT updates (item 6)

8. SMT agreed the staff updates.

ACTION: DC

Any other business (item 7)

9. None.

FINAL