

NATIONAL INSTITUTE FOR HEALTH AND CARE EXCELLENCE

**Public Board Meeting held on 21 March 2018
at the Westlands Centre, Yeovil, BA20 2DD**

These notes are a summary record of the main points discussed at the meeting and the decisions made. They are not intended to provide a verbatim record of the Board's discussion. The agenda and the full documents considered are available in accordance with the NICE Publication Scheme.

Present

Professor David Haslam	Chair
Professor Sheena Asthana	Non-Executive Director
Dr Rosie Benneyworth	Non-Executive Director
Professor Angela Coulter	Non-Executive Director
Professor Martin Cowie	Non-Executive Director
Professor Tim Irish	Non-Executive Director
Dr Rima Makarem	Non-Executive Director
Tom Wright	Non-Executive Director

Executive Directors

Sir Andrew Dillon	Chief Executive
Professor Gillian Leng	Health and Social Care Director and Deputy Chief Executive
Professor Mark Baker	Centre for Guidelines Director
Ben Bennett	Business Planning and Resources Director

Directors in attendance

Jane Gizbert	Communications Director
Mirella Marlow	Acting Centre for Health Technology Evaluation Director
Alexia Tonnel	Evidence Resources Director

In attendance

David Coombs	Associate Director – Corporate Office (minutes)
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18/017 APOLOGIES FOR ABSENCE

1. Apologies were received from Elaine Inglesby-Burke.

18/018 CONFLICTS OF INTEREST

2. There were no conflicts of interest declared.

18/019 MINUTES OF THE LAST MEETING

3. The minutes of the Public Board Meeting and subsequent part 2 meeting held on 17 January 2018 were agreed as correct records.

18/020 MATTERS ARISING

4. The Board noted that:
 - The NICE impact report on cancer was promoted through a range of media, including Facebook and Twitter, as will future impact reports.
 - Training on the new policy on declaring and managing interests for advisory committees is currently being delivered. The Board will be updated on any issues arising from the first year of the policy's implementation.

18/021 CHIEF EXECUTIVE'S REPORT

5. Andrew Dillon presented his report, describing the main programme activities to the end of February 2018 and summarising the financial position at the end of the same period. There are no material variances with the delivery of guidance nor the wider business plan objectives to report.
6. The Board received the report.

18/022 FINANCE AND WORKFORCE REPORT

7. Ben Bennett presented the report which outlined the financial position at the end of February 2018 and provided an update on the workforce strategy. Year-to-date, there is a total underspend of £3.2m. The full year forecast position is a £4m underspend, which will be returned to the Department of Health and Social Care (DHSC) to offset financial pressures elsewhere in the DHSC system.
8. In response to questions from the Board, Ben confirmed that an updated workforce strategy will be brought to the Senior Management Team shortly, and then to the Board. Ben agreed to include in the next Finance and Workforce report information on the next steps following healthy work week and the results of the survey on managers' future training needs.

ACTION: Ben Bennett

9. The Board received the report.

18/023 NICE IMPACT: MATERNITY

10. Gill Leng presented the report on how NICE's guidance is being used in the national priority area of maternity care. She noted in particular the impact of quality standards, and highlighted the role of partners in implementing NICE guidance. The reports are focused on national priority areas, and the proposed future topics will be provided in the covering paper for the next report, which will look at cardiovascular disease.

ACTION: Gill Leng

11. The Board discussed the variation in the implementation of the referenced NICE guidance across the country. It was agreed that it would be helpful to include information in future reports on identified barriers to implementation, and actions that have been taken to overcome these.

ACTION: Gill Leng

12. The Board noted and welcomed the report.

13. A member of the audience asked if the report is available digitally. In response, it was confirmed that the report, which includes links to the underpinning datasets, will be available on the NICE website.

18/024 BUSINESS PLAN 2018/19

14. Andrew Dillon presented the proposed 2018/18 business plan for the Board's approval, which reflects feedback from the Board's review of an earlier draft and comments from the Department of Health and Social Care (DHSC).
15. The Board approved the business plan and delegated approval of any final amendments to the Chief Executive for submission to the DHSC.

18/025 UPDATED GUIDELINES MANUAL

16. Mark Baker presented the overview of the main changes to Developing NICE Guidelines: the manual, following a scheduled three yearly review. He summarised the main proposed amendments, including changes throughout the manual that highlight guidelines may draw on reviews that use real world evidence and data. Mark thanked Sarah Cumbers and senior colleagues in the Centre for Guidelines for their work on the update.
17. The Board discussed the proposed amendments, including the recommendation within the manual that GRADE should be used as the first choice approach for quality assessing evidence; the refocussing of the surveillance process on event-driven checks of published guidelines; the resource impact of the changes to the manual; and the approach to disinvestment decisions. In response, Mark noted that the use of GRADE profiles to summarise the reliability of the evidence enhances the transparency of the rationale for the recommendations.

He stated that the approach to accessing intelligence to inform the event-driven checks is being developed, and this will take account of feedback in the consultation on the revised manual. Mark explained the proposed additional text on cost utility analysis, which will provide a more transparent and consistent approach to disinvestment decisions when there is an alternative to current practice. He confirmed that the changes will support the delivery of the guidelines programme within reduced resources.

18. The Board approved the manual for public consultation.

ACTION: Mark Baker

19. In response to a question from the audience, Mark noted the options available for taking account of unpublished clinical trials when evidence sifting.

18/026 INCREASING CAPACITY WITHIN THE TECHNOLOGY APPRAISALS PROGRAMME

20. Mirella Marlow presented the report that outlined the feedback from the second phase consultation on proposals to increase capacity within the technology appraisals (TA) programme. There were two main themes in the consultation feedback: firstly the handling of confidential information, and secondly, engagement with companies and experts in the development of the proposed new technical report. Mirella paid tribute to Meindert Boysen, Jenniffer Prescott and Jenna Dilkes from the TA programme for their work on the consultation.
21. Mirella highlighted the concerns raised by the industry on the proposals in the consultation regarding the handling of confidential data. It is now proposed to not therefore share clinical information considered confidential by companies with consultees and commentators as part of the engagement on the technical report. This includes consultation on preliminary recommendations, which takes place before a marketing authorisation is granted. This approach will only apply when a product is going to be immediately available for patients in the NHS at the time of marketing authorisation.
22. Board members discussed the impact of the revised proposals, and the potential risks to NICE's established principle of transparency. Andrew Dillon outlined the rationale for the decision to prioritise timeliness of NICE's guidance, highlighting NICE's role in facilitating patient access to innovative high quality technologies. The initial proposals, if implemented, could have extended the timescale for publishing NICE guidance by at least three to four months given companies could demand that information is only released after regulatory approval. He hoped companies would act reasonably and minimise the level of information that was marked confidential.
23. The Board:
 - Approved the changes to the proposals to the TA process in response to the consultation.

- Approved the publication of the updated guide to the process of technology appraisals on 1 April 2018 and agreed that phased implementation of the new process could begin from 1 April 2018 onwards as outlined in the report.

ACTION: Mirella Marlow

24. A member of the audience from a Clinical Commissioning Group highlighted the challenges in implementing NICE TA guidance arising from the increased volume of published topics, and the reduced time period between marketing authorisation and guidance publication. Gill Leng highlighted the forward planner on the NICE website that outlines the pipeline of guidance topics.

Sheena Asthana, Martin Cowie and Tim Irish left the meeting.

18/027 ESTABLISHING NICE SCIENTIFIC ADVICE AS A BUSINESS UNIT

25. Mirella Marlow presented the proposals for establishing NICE Scientific Advice (NSA) as a business unit with increased autonomy. Mirella outlined the background to the proposals, which seek to provide a platform to further expand NSA's services that are valued by the life sciences industry.
26. The Board discussed the risks arising from the proposals, in particular the financial modelling and the long-term income projections to support the increased pay and non-pay costs. Andrew Dillon confirmed that the Senior Management Team had scrutinised the financial assumptions, noting the latent demand for NSA's services which could be realised with increased capacity, and a more proactive approach to business development. NSA's accumulated financial reserve provides further mitigation, whilst if necessary, staff could be transferred to NICE guidance programmes if there was a shortfall in demand for NSA services.
27. The Board approved the establishment of the business unit.

18/028 AUDIT AND RISK COMMITTEE MINUTES

28. Rima Makarem, Chair of the Audit and Risk Committee, presented the unconfirmed minutes of the Audit & Committee meeting held on 22 January 2018. She outlined the issues discussed, including internal audit reports on corporate governance and the General Data Protection Regulation. The Committee also discussed the structured guidance authoring project, and recommended a follow-up discussion with both the Committee and Board before NICE commits to any longer-term arrangement with MAGICapp.
29. The Board received the unconfirmed minutes.

18/029 DIRECTOR'S REPORT FOR CONSIDERATION

30. Mirella Marlow presented the update from the Centre for Health Technology Evaluation, and highlighted particular areas of note within the report including NICE's role hosting the Accelerated Access Collaborative (AAC) Secretariat, and the update of NICE's interventional procedures guidance where mesh is used to treat pelvic organ prolapse and stress urinary incontinence. Mirella noted that the Science Policy and Research team continue to build on their previous success of securing external grant funding, with the recent confirmation of two new projects. The first includes assessing the performance of a range of statistical methods used to analyse non-randomised studies, whilst the second relates to key challenges associated with using real-world data in drug development and subsequent regulatory and health technology assessment.
31. The Board noted the report and thanked Mirella for the work of the Centre. It was agreed that the appendix outlining published guidance should state the outcome for each topic.

ACTION: Mirella Marlow

32. In response to a question from a member of the audience from the life sciences industry, it was confirmed that the intention is to utilise NICE's clinical and cost effectiveness assessment for technologies given transformative designation by the AAC.

18/030 – 18/033 DIRECTORS' REPORTS FOR INFORMATION

33. The Board received the Directors' Reports.

18/034 ANY OTHER BUSINESS

34. There was no further business to discuss.

NEXT MEETING

35. The next public meeting of the Board will be held at 1.30pm on 16 May 2018 at St James' University Hospital, Leeds, LS9 7TF.