



**Minutes for Blood Consultative Committee (BCC) Meeting**  
**23<sup>rd</sup> September 2015, 13:00-16:00**  
**Department of Health Offices, Richmond House, Whitehall, London**

**Attendees:**

Marie McQuade (BBTS)	Paula Bolton-Maggs (SHOT)
Chris Philips (NHSBT)	Joan Jones (Wales NHS)
Chris Elliot (IBMS)	Stuart MacDonald (MOD)
Alison Watt (SHOT)	Marc Turner (SNBTS)
Graham Rowe (Wales NHS)	Cyril Taylor (TDL Pathology)
Angela Macaulay (NIBTS)	Fidelma Murphy (NHSBT)
Allan Morrison (NTLMS)	Andy Miles (MOD)
Liz Carroll (Haemophilia Society)	Etain Clarke (TDL)
Johnathan Wallis (NBTC)	Rashmi Rook (NHS)
Stephen Bassey (NTLM)	Jot Hyare (NTLMS)

**MHRA:**

Mark Birse (IE&S) – Chair	Michelle Rowson (IE&S)
Andrew Hopkins (IE&S)	David Churchward (IE&S)
Vivian Rowland (IE&S)	Graham Carroll (IE&S)
Chris Robbie (SABRE)	Mike Dawes (SABRE)
Kevin Page (IE&S)	Richard Andrews (IE&S)
Jenny Martin (IE&S)	Janine Jolly (Comms)

**1. Apologies Received**

Sandra Gray (Nurse Representative)	Tony Docherty (SNBTS)
Shubha Allard (NHSBT)	Sheila MacLennan (JPAC)
Ian Bateman (NHSBT)	

**2. Introductions and Apologies for Absence**

Mark Birse opened the meeting by thanking everyone for attending and welcomed any new members into the meeting. It was agreed that the apologies for absence would be recorded in the minutes. Mark explained that a formal agenda and papers had not been issued for the meeting, as the main focus of the meeting was to look at the terms of reference for the meeting, members attending and effective two-way communication channels between MHRA and Blood stakeholders outside of the BCC meetings which are only held twice a year. This was in follow-up to the initiative outlined in the BCC March 2015 Newsletter.

**3. Effective methods of communication**

Michelle Rowson explained that the Inspectorate had used the time since the March 2015 Newsletter to identify potential communication platforms that were in use within the Agency that may be beneficial to Blood stakeholders. It was hoped that by giving some practical examples of the tools in use, this would help to stimulate ideas and discussion when reviewing the terms of reference.

Michelle welcomed Jenny Martin, Senior GCP Inspector to the meeting to provide an overview of an on-line discussion form, which is being used by both commercial and non-commercial researchers involved in clinical trial activities. Jenny provided some background information on why the forum had been established and gave a demonstration of the system to highlight the potential benefits for NHS stakeholders which may be transferable to Blood community.

Michelle also welcomed Janine Jolly, Head of Patient, Public and Stakeholder Engagement to the meeting, and Janine provided an overview of the Agency's engagement strategy and examples of different platforms used for interacting with stakeholder groups.

The meeting attendees agreed that a similar forum could provide networking opportunities and be a source of authoritative information from MHRA. The BCC welcomed the Inspectorate's commitment to developing an on-line forum for Blood stakeholders and the proposal to have an initial framework for review at the next meeting.

**Action – MHRA Inspectorate**

#### 4. **Terms of reference review**

Michelle Rowson presented a copy of the current terms of reference for the meeting and facilitated a review and discussion to identify opportunities to improve the effectiveness of the meeting. The suggested changes were noted in the attached updated draft.

Item 3 of the terms of reference relating to membership states that:

*'Up to two representatives each from the interested national bodies, SHOT, hospital blood banks, the Haemophilia society, wider DH and Other Government Departments will be invited to attend'*

**Action – BCC members to confirm the names of the primary representatives nominated to represent their respective organisation**

It was suggested that detailed feedback from Blood National Competent Authorities meetings should be included under item 4 of the terms of reference. David Churchward confirmed that whilst particular aspects would be relevant for discussion at the BCC, summary reports from the Competent authority meetings are routinely published and available to view on the EU Commission website.

[http://ec.europa.eu/health/blood\\_tissues\\_organs/events/index\\_en.htm#anchor0](http://ec.europa.eu/health/blood_tissues_organs/events/index_en.htm#anchor0)

**Dates for Next Meeting:**

**Thursday 17<sup>th</sup> March 2016 13:00 – 16:00 at MHRA Offices, Buckingham Palace Road**