



Medicines & Healthcare products Regulatory Agency

Board meeting

The attendance of a lay representative from an expert committee at Board meetings as an observer

15 April 2019

Issue/ Purpose: To seek the Board's steer on whether to invite a lay representative from one of the Agency's expert committees to attend the Board as an observer.

Summary:

Although the Agency has a Board sponsor (Anne-Toni Rodgers) for Patient and Public Engagement work, at present, the Board does not have a lay member. Until one is appointed following a public appointments recruitment campaign, it is proposed that a lay representative from one of the expert committees be invited to attend the Board meeting on 20 May 2019 as an observer on a trial basis.

This has the advantage of not only giving a lay representative the opportunity to observe and, when invited by the Chair of the Board, to input into Board discussions; but it would establish the first link between the Board and the expert committees.

Should the Board agree to the proposed trial, we would approach the chairs of the expert committees to seek their agreement to inviting a lay representative to attend the next Board meeting (on 20 May).

Should the Board subsequently agree to extending the scheme, we can invite a lay representative from, for example, the Commission on Human Medicines (CHM) or the Devices Expert Advisory Committee, to attend the Board as an observer.

Resource implications:

If the Board decides to invite a lay representative to a Board meeting on a trial basis, and to subsequently extend the scheme, this will entail some additional costs.

A lay representative on CHM, for example, is entitled to claim a daily rate of £325 as well as travel and subsistence. Were they to attend a Board meeting, they would be entitled to claim the same allowances.

EU Referendum implications: N/A

Implications for patients and the public:

The proposed trial chimes with the Agency's Patient and Public Engagement Strategy, and therein the Agency's commitment to more effective engagement with patients and the public, as well as to greater transparency.

Timings: To invite a lay representative to the Board meeting on 20 May, and should the Board opt to extend the scheme, to invite a lay representative to every Board meeting until a lay representative is appointed to the Board by the Department of Health and Social Care.

Action required by Board: The Board's steer is sought on whether to invite a lay representative from one of the Agency's expert committees to attend the Board on 20 May 20198 as an observer on a trial basis.

Links:

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Which of the themes in the Corporate Plan 2018/2023 does the paper support?

All

If relevant, which Business Plan strategic activity does it support?

CET Sponsor: Dr Ian Hudson, Chief Executive