

AGENDA ITEM 6

Emerging Science and Bioethics Advisory Committee

Discussion Paper by the Secretariat

ESBAC Forum

INTRODUCTION

1. This paper sets out a proposal to develop ESBAC's first meeting with external stakeholders. For the purpose of this note, the meeting is referred to as the 'ESBAC Forum', but can be renamed depending on the final purpose and format agreed by Members.
2. Members are invited to consider the options below and make comments and recommendations to the Secretariat.

PURPOSE

3. The purpose of the Forum would be to achieve one or more of the following objectives:
 - To launch ESBAC formally;
 - To engage the wider stakeholder community;
 - To establish links with the international community;
 - To fulfil ESBAC's commitment in the Code of Practice of one "open" meeting per year;
 - To consult informally on the workplan;
 - To use as a horizon scanning opportunity.

DISCUSSION ON OBJECTIVES

4. To launch ESBAC formally. It would seem appropriate to mark the launch of ESBAC and the first meeting with external stakeholders would appear to be an ideal opportunity.
5. To engage the wider stakeholder community. As indicated in its terms of reference it is the intention that ESBAC operates as a "networking forum to exchange information about matters relevant

to its remit from Members, nominating organisations and wider stakeholders". This proposed event would be one means of facilitating such an exchange.

6. To establish links with the international community. ESBAC's horizon scanning activities need to have an international dimension and the workshop could be a means of establishing useful links.
7. To fulfil ESBAC's commitment in the Code of Practice of one "open" meeting per year. At its first meeting ESBAC committed to explore holding one open meeting a year that would aim to promote engagement with the public and to educate the public on ESBAC and its work, maintaining transparency.
8. To consult informally on the workplan. ESBAC's workplan is taking shape and there may be benefit in sharing the workplan with external stakeholders at the workshop, by means of a presentation. Managed feedback on specific components or aspects of the workplan could be sought from stakeholders, being careful to manage expectations.
9. To use as a horizon scanning opportunity. Gathering together a range of stakeholders at an annual forum could present an opportunity to capture what attendees think will be the emerging issues over the next 12-24 months.

Questions:

Do Members have comments on any of the above Forum objectives?

Should the Forum aim to cover all five objectives or are there specific objectives Members think the Forum should focus on?

Can Members suggest any alternative objectives for the Forum?

Do Members have any suggestions as to what specific feedback on the workplan would be most beneficial?

FORMAT

10. The Secretariat proposes an interactive Forum that includes a keynote address to launch ESBAC and brief presentation(s) followed by the opportunity for group discussions focussing on horizon scanning. An example outline structure for the Forum with suggested agenda items is attached at Annex A for Members' consideration.
11. If this Forum becomes the first of many similar annual "open" events that ESBAC hosts it may be desirable to set the format and branding of these events from the onset, as long as it serves the desired purpose.
12. It is proposed that the Forum, with a maximum of approximately 60 attendees would be held at a London venue in either early to mid December or on the 29 January (the date already set aside for the next ESBAC meeting), depending on Members' views and availability.

Questions:

Do Members think it is important to establish the format and branding for such events at the outset? Or for the time being can this be viewed as an ad-hoc event in case thinking changes regarding the format of future open meetings.

Are Members content to refer to the meeting as 'ESBAC Forum'?

What are Members' views on the timing of the proposed Forum – is January a more realistic date?

Members are invited to comment on the draft outline structure at Annex A, and the suggested agenda items.

ATTENDANCE

Targeted invites

13. It is proposed that all ESBAC Members would attend the Forum in addition to any external members of any working groups set up by then.

14. Members would be encouraged to suggest attendance to relevant colleagues in their networks and the community of stakeholders most akin to the work of ESBAC would be invited, for example:
 - Academy of Medical Royal Colleges
 - Biotechnology and Biological Sciences Research Council
 - Department for Business, Innovation and Skills
 - National Institute for Health Research (NIHR) (including the NIHR Horizon Scanning Centre)
 - Other Scientific Advisory Committees
 - Association of Medical Research Charities
 - INVOLVE
 - Health Research Authority (HRA)
 - ABI genetics committee chair and/or team
15. The rationale behind the above list is that it includes those stakeholders who would be considered potential ESBAC members if the committee structure operated on the basis of an unlimited membership. This targeted list of stakeholders can also be added to depending on what topics in the workplan are agreed as priorities for ESBAC at the September meeting.
16. In addition, to establish links with the international community, for example:
 - Council of Europe Committee on Bioethics (DH-BIO)
 - European Group on Ethics in Science and New Technologies to the European Union (EGE)
 - European Commission Directorate General for Health and Consumers
 - International Association of Bioethics
 - UNESCO International Bioethics Committee
 - WHO Ethics and Health Initiative

Open invitations and targeting

17. The Secretariat recommends that the Forum is advertised externally to generate wider interest and to ensure that the workshop is open to all. Suggested mechanisms for advertising the workshop include:
 - BioNews (published by Progress Educational Trust)
 - GSE Network

- ESBAC website
- via Members
- Nuffield Council on Bioethics newsletter

Questions:

Do Members agree with the proposed list of attendees, or are there other organisations that should be sent a targeted invite?

Are Members content with the suggested mechanisms for advertising to a wider audience? How could these be improved?

WORKSHOP OUTPUTS

18. A summary of the workshop will be published on the ESBAC website, including the knowledge capture around horizon scanning. If the workplan is discussed at the Forum, comments received will be given careful consideration as appropriate by the Committee.

NEXT STEPS

19. Subject to Members' comments and suggestions, the Secretariat will begin detailed planning for the Forum and circulate for final comments a revised agenda (and any updated supplementary information and details about the Forum) to Members reflecting what has been discussed and agreed at this meeting.

ANNEX A

OUTLINE FORUM STRUCTURE

The Emerging Science and Bioethics Advisory Committee

ESBAC Forum

[date]

- | | |
|--------------|---|
| 10:30 | Registration & refreshments |
| 11:00 | Welcome and introduction (Professor Sir Alasdair Breckenridge, ESBAC Chair) |
| 11:10 | ESBAC launch – keynote speech [seek Members’ suggestions] |
| 11:25 | Background to ESBAC and its role (Dr Mark Bale, Director of Health Science and Bioethics, Department of Health)

(includes time for Q&A) |
| 12:00 | ESBAC’s workplan (Champions for each priority topic)

[Presentation outlining the development of ESBAC’s workplan (including the framework) and priorities to date, introducing how the Committee intends to work. Update on any working groups established as appropriate. As part of the presentation are there any focussed questions it would be helpful to ask the audience? – or anything ESBAC would like to capture from the audience] |
| 12:45 | Buffet lunch and networking opportunity |
| 13:45 | Horizon scanning - presentation and group discussions

[Discussion in groups could perhaps focus on (i) seeking views/comments/advice on how ESBAC horizon scans - what sources are invaluable to attendees in their particular areas (ii) what do attendees perceive to be the issues likely to arise/emerge over the next 12-24 months that ESBAC might want to keep an eye on]. |
| 15:15 | Plenary - feedback on group discussions |
| 15:45 | Closing comments from the Chair |
| 16:00 | Close |