

ExCo Minutes (FINAL)

Title of meeting	Executive Committee meeting
Date	2 March 2021
Time	08:30 - 11:00
Venue	Microsoft Teams meeting
Chair	June Raine
Attendees	ExCo
Apologies	██████████

Meeting attendees

June Raine	Chief Executive Officer (Chair)
Jon Fundrey	Chief Operating Officer
Samantha Atkinson	Chief Quality and Access Officer
John Quinn	Chief Technology Officer
Christian Schneider	Chief Scientific Officer
Carly McGurry	Change Strategy Lead
Davinder Viridi	Director of Transformation
██████████	Deputy Head of Directorate

Other in attendance for part of the meeting

██████████ for item 6: What risk and assurance flow do we want between ExCo and Management Committees?

Rachel Bosworth, ██████████ for item 7: What are the proposed outcomes from the new Patient and Public Engagement and Involvement Strategy and how are they going to be achieved?

Marc Bailey, James Pound for item 9: How is the agency going to build on its scientific expertise and prioritise its laboratory research to help achieve its vision of protecting and improving patient health?

1. Apologies and Announcements

1.1 Jon Fundrey welcomed all attendees to the meeting.

2. Is the ExCo content with dissemination of the non-confidential papers and minutes from 9 February 2021 meeting? Are any redactions required? (ExCo/21/028)

2.1 The ExCo reviewed the draft minutes of the 9 February 2021 meeting and agreed them as final.

2.2 The ExCo agreed that following the redaction of confidential items, the minutes could be disseminated.

3. Actions Log (ExCo/21/029)

3.1 The ExCo reviewed the actions log and provided comments.

FOR DECISION – DYNAMIC ORGANISATION

PATIENT SAFETY

8. What are the proposed outcomes from the new Patient and Public Engagement and Involvement Strategy and how are they going to be achieved? (ExCo/21/033)

- 8.1 Rachel Bosworth and [REDACTED] outlined points raised by the Patient Safety & Engagement Committee response to the draft Patient and Public Engagement and Involvement (PPEI) strategy including the need for more meaningful outcomes.
- 8.2 The ExCo approved the stronger outcome framework and updated strategy to deliver them. It was agreed that the Cumberlege Review should be included in the updated paper.
- 8.3 Rachel Bosworth confirmed that a meeting with the PSEC Chair was scheduled for 4 March 2021 to obtain comments ahead of the Board meeting on 16 March.

HEALTHCARE ACCESS

9. What has been the impact of EU Transition on regulatory approvals and the work of the agency in first two months after leaving the EMA network? (No paper)

- 9.1 Sam Atkinson referred to the brief for the paper. Further work would continue on this item ahead of the Board meeting on 16 March.

SCIENTIFIC INNOVATION

10. How is the Agency going to build on its scientific expertise and prioritise its laboratory research to help achieve its vision of protecting and improving patient health? (ExCo/21/035)

- 10.1 Marc Bailey and James Pound outlined the Agency Laboratory Strategy and its alignment with the Agency Regulatory Science Strategy.
- 10.2 The ExCo agreed with linkages with the Life Science Strategy and emphasised that scope should include the uniqueness and global reach of the work, the need to invest in informatics and analytics, and include the devices related offer.

Action: Marc Bailey and James Pound to add sections on informatics and the devices related offer.

FINANCIAL SUSTAINABILITY

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

12. Are the Executive Committee content with the current 20/21 financial forecast and what actions are needed considering the expected year-end surplus/deficit? (ExCo/21/037)

- 12.1 The ExCo agreed that there was not sufficient time to cover this item. This would be discussed outside of the meeting.

[Post meeting note: This item was discussed at the ExCo meeting on 3 March 2021. ██████████ outlined the budget with updated forecast, highlighting the position vs recent forecasts and the year's budget. The ExCo agreed that further discussion was required and a separate meeting would be scheduled.]

PAPERS FOR INFORMATION

13. A.O.B.

- 13.1 No items were raised.