

## Federation of European Academies of Medicine Strategic Review

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### Summary

**The UK's Academy of Medical Sciences (UK AMS) in association with the Federation of European Academies of Medicine (FEAM) is inviting tenders to conduct a strategic review of FEAM's role in European policy advice in the context of the changing landscape for policy advice in the EU.**

Commissioned by **UK AMS** in association with **FEAM**.

**Aim** The aim of the strategic review is to provide an independent review of the role of the Federation of European Academies of Medicine in European policy advice, its ways of working and financial model, in the context of the changing landscape for policy advice in the EU.

Following the review, the contractor will work with the FEAM Executive Director and a small Oversight Group (comprising of FEAM Officers and representatives of member Academies) to develop a draft implementation plan that will enable FEAM to maximise its impact and influence in the policy arena while ensuring its long-term sustainability.

<b>Timescale &amp; deliverables</b>	Invitation to tender	Friday 7 April 2017
	Tender submission deadline	Friday 28 April 2017
	Interviews	Early May
	Appointment of contractor	Early May
	Delivery of final report	Monday 31 July 2017
	Delivery of draft implementation plan	Friday 15 September 2017

**Working arrangements** The contract will be overseen by Dr Rachel Quinn, Director of Policy and will be managed day-to-day by Elizabeth Bohm, Head of International. The successful contractor will work closely with UK AMS and FEAM staff throughout the project; meetings will be held at key stages.

**Costs** Tenders invited up to £25,000 (inclusive of VAT) to include all incidental costs in delivering the project, for example travel, subsistence, telephone calls.

## **1. Introduction**

The UK AMS has obtained funding from the UK Department of Business, Energy and Industrial strategy to support a programme of support for FEAM. The objective of this programme is to allow FEAM to establish a key role within the new European Science Advisory Mechanism so that FEAM can continue to provide a route to influence for the medical research community on key biomedical and health policy issues, developed a programme of work that ensures its long-term sustainability and raise the profile of FEAM.

FEAM has been involved in a number of European policy developments in recent years, securing important outcomes for both UK and European research, for example, the EU Physical Agents Directive, the EU Clinical Trials Regulation, the EU Animals in Research Directive, and most recently, the EU General Data Protection Regulation. These have all presented significant risks to realising the full potential of medical research for societal benefit, which were mitigated by the robust response from the academic community channelled through FEAM. FEAM's policy role has been recognised by its invitation to participate in the new EU Science Advice Mechanism, which will now be a key mechanism for scientific input into European policy-making.

In the context of this new landscape it is an opportune time to look at how FEAM can maximise its role in providing policy advice and harness opportunities for investment from members and stakeholders to build a sustainable financial and operational platform for the future.

In association with FEAM, the UK AMS is now tendering for a contractor to complete the strategic review and develop a draft implementation plan.

## **2. The UK Academy of Medical Sciences**

The UK AMS is the independent body in the UK representing the whole spectrum of medical science. Our mission is to promote medical science and its translation into benefits for society.

We achieve this by:

- Promoting excellence
- Influencing policy to improve health and wealth
- Nurturing the next generation of medical researchers
- Linking academia, industry and the NHS
- Seizing international opportunities
- Encouraging dialogue about medical science

### ***Fellowship***

The UK AMS has around 1,200 Fellows, who are elected on the basis of their outstanding contribution to the advancement of medical science, for their innovative application of existing knowledge, or for their conspicuous service to medical science and healthcare through their leadership or administrative prowess. It is the unique diversity of talent amongst the Fellowship, and their collective experience and professionalism, which enables the UK AMS to address complex issues in science and healthcare with expertise and authority. In this way, the Fellowship is a national, public resource of independent, expert advice on medical science and healthcare. UK AMS Fellows are drawn from biomedical research, veterinary science, dentistry, medical and nursing care and other professions allied to health science including ethics, social science and the law.

### **3. The Federation of European Academies of Medicine (FEAM)**

FEAM is an independent body based in Brussels that represents 18 member Academies, including the UK AMS. FEAM's mission is to promote cooperation between national Academies of Medicine and Medical Sections of Academies of Sciences in Europe; to provide them with a platform to formulate their collective voice on matters concerning human and animal medicine, biomedical research, education, and health with a European dimension; and to extend to the European authorities the advisory role that they exercise in their own countries on those matters.

#### **Membership**

FEAM's strength lies in its member Academies that give it the authority to provide an EU-wide scientific opinion on the European medical science base and evidence to underpin European biomedical policy. The 18 FEAM Academies represent the following EU Member States: Austria, Belgium (2), Croatia, Czech Republic, France, Germany, Greece, Hungary, Ireland, Italy, Lithuania, Portugal, the Netherlands, Romania, Spain, Switzerland and the United Kingdom. Observers include the European Academies Advisory Council (EASAC - the European network of Academies of Sciences) and the InterAcademy Partnership for Health (IAP-Health - the global network of medical academies).

### **4. Aims of the strategic review**

The strategic review of its policy activities should provide FEAM's Council with the information needed to:

- Establish itself on a more sustainable, long-term footing.
- Reflect on and optimise its priorities, mission and objectives.
- Consider options to increase income and enhance fundraising.
- Ensure that it maximises the benefits of new opportunities such as SAPEA and the Biomedical/Life Sciences Forum that will be launched during the review.
- Improve its engagement with, and support both for and from, member Academies and potential member Academies.

In the context of the changing landscape for policy advice in the EU, this strategic review will examine FEAM's role in European policy advice, its ways of working and financial model. Following the review, the contractor will work with the FEAM Executive Director and the Oversight Group (comprising of FEAM Officers and representatives of member Academies) to develop a draft implementation plan that will enable FEAM to maximise its impact and influence in the policy arena while ensuring its long-term sustainability.

### **5. Issues to be explored**

The review will focus on addressing the following issues:

- Clarifying the unique role that FEAM can make in contributing to policy making processes in the EU and the extent to which it is doing this?
- Identifying FEAM's key policy targets and outlining their evidence needs (i.e. topics that policy work could focus on) and the best way to influence and inform them (e.g. workshops, briefing papers, major reports).
- Outlining how FEAM can best communicate with those that it is aiming to influence; member Academies; current and potential Forum members? (e.g. website, updates, traditional and social media)
- What opportunities exist to increase funding for FEAM to grow its policy activities and ensure adequate/appropriate staffing?

Specifically with respect to FEAM's member Academies (and potential members) the strategic review would be expected to explore the opportunities and challenges linked to increasing the engagement of member Academies with FEAM's policy activities. This will include a consideration of the capacity of Academies to contribute to FEAM; what FEAM could do to support capacity building in those Academies; and how it can best harness input from Academies where policy is a strength.

## **6. Methods**

The UK AMS expects that a range of stakeholders will be consulted in delivering a report to address the aims of the strategic review. Tenders should outline how they will engage with stakeholders to maximise input. The list of questions for stakeholders must be approved by the UK AMS and FEAM, in advance.

### **Stakeholder engagement**

The consultant will engage via phone, face-to-face and electronically with:

- key decision-makers and influencers (including the European Commission, European Parliament, European agencies, for example, the European Centre for Disease Control, WHO Europe and national level bodies, for example, national permanent representatives in Brussels and health attachés, Embassies, and national contact points;
- FEAM member academies & potential member Academies;
- FEAM Council and staff (including current and recent contractors);
- Key European and national stakeholders of the life sciences community in EU member states (including industry, academia, regulators, medical research charities, patient groups, health sector)
- Other pan-European Academy groupings and appropriate global networks (e.g. IAP-Health).

It will be important that those involved in the strategic review have a positive experience and a feeling that they were heard during the strategy development process. Please note that tender documents should make clear any challenges which the project raises and how these will be addressed.

## **7. Details of services required**

The UK AMS is looking for an individual to complete the strategic review.

Key deliverables:

- Conduct a consultation exercise with key stakeholders
- Final report, including a summary of no more than 2 pages
- A draft implementation plan developed in consultation with the oversight group and FEAM staff

The contractor will be required to agree a final list of stakeholders, questions to be asked, as well as a detailed project plan, with the UK AMS once the contract has been awarded. The contractor will also be expected to be in regular communication with UK AMS staff by telephone and/or email. A schedule of update meetings/phone calls will be set out by the UK AMS post appointment. The UK AMS will be the primary contact point, however, the contractor will be required to update FEAM staff and the oversight group as appropriate.

The contractor must undertake all aspects of the project, although there will be some administrative support from FEAM to arrange meetings with stakeholders. Any support required from FEAM or UK AMS staff should be explicitly stated in the tender document.

FEAM and UK AMS will be responsible for agreeing any communication activities relating to the strategic review and its findings.

## 8. Timescale

Invitation to tender	Friday 7 April 2017
Tender submission deadline	Friday 28 April 2017
Interviews	Early May
Appointment of contractor	Early May
Delivery of objectives and final report	Monday 31 July 2017
Delivery of draft implementation plan	Friday 15 September 2017

## 9. Budget

A total budget of up to £25,000 (inclusive of VAT) is available for the project.

Applications should detail a breakdown of costs, including staff time. The UK AMS is unable to provide subsidised room hire at its offices in central London.

The UK AMS will pay up to 40% of the total cost of the project upon signing of the contract and receipt of an invoice. The remaining 60% will be paid on delivery of the final report and implementation plan.

## 10. Tender submission

Tenders should be emailed to Dr Rachel Quinn, Director of Policy at [rachel.quinn@acmedsci.ac.uk](mailto:rachel.quinn@acmedsci.ac.uk) by **Friday 28 April 2017, 5pm**. Tenders should not exceed 6 pages (12 sides) in length (excluding appendices) and should include a proposed methodology, timeline and budget.

Applications will be assessed on the following criteria (this list is not exhaustive, nor in order of importance):

- Understanding of the aims and objectives of FEAM
- Understanding of the aims and objectives of the strategic review.
- A clear, thoughtful methodology which meets the aims and objectives.
- Consideration of any risks involved in the work and measures proposed to reduce these risks.
- Track record of the contractor in work of this type.
- Value for money.

Selected applicants will be invited for interview. The interview will be conducted in London or Brussels by a small panel comprising of members of the Oversight Group, a FEAM staff member and a UK AMS staff member.

To discuss the brief and tender process further please contact:

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Further information on the Academy of Medical Sciences can be found at <http://www.acmedsci.ac.uk> and for the Federation of European Academies Medicine at <http://www.feam-site.eu/cms/>.

### **The Academy of Medical Sciences**

The Academy of Medical Sciences promotes advances in medical science and campaigns to ensure these are converted into healthcare benefits for society. Our Fellows are the UK's leading medical scientists from hospitals and general practice, academia, industry and the public service. The Academy seeks to play a pivotal role in determining the future of medical science in the UK, and the benefits that society will enjoy in years to come. We champion the UK's strengths in medical science, promote careers and capacity building, encourage the implementation of new ideas and solutions – often through novel partnerships – and help to remove barriers to progress.

### **The Federation of European Academies of Medicine**

FEAM's mission is to promote cooperation between national Academies of Medicine and Medical Sections of Academies of Sciences in Europe; to provide them with a platform to formulate their collective voice on matters concerning human and animal medicine, biomedical research, education, and health with a European dimension; and to extend to the European authorities the advisory role that they exercise in their own countries on those matters.

To do this through ensuring European biomedical policy receives the best scientific advice drawn from across Europe, through the FEAM network of Academies representing over 5000 high level scientists from the whole biomedical spectrum in order to improve the health, safety and wealth of European citizens through research by promoting a nurturing, creative and sustainable environment for medical research and training in Europe.