



Federation of European Academies of Medicine Strategic Review

Summary

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 Academy of Medical Sciences**

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 Board members and an Observer from the UK Academy of Medical Sciences) 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.

Timescale & deliverables	Invitation to tender	23 October 2020
	Tender submission deadline	10 November 2020
	Interviews	Week of 16 November 2020
	Appointment of contractor	23 November 2020
	Delivery of final report	15 March 2021
	Delivery of draft implementation plan	31 March 2021

Working arrangements The contract will be overseen and managed by Laurence Legros, FEAM Executive Director. The successful contractor will work closely with FEAM staff throughout the project; virtual meetings will be held at key stages.

Costs Tenders invited up to 25,000 € (inclusive of VAT) to include all personnel as well as any other incidental costs in delivering the project, for example travel, subsistence, telephone calls.

1. Introduction

Since 2017, FEAM has obtained substantial funding from the [UK AMS](#) through its funding from the UK Department of Business, Energy and Industrial Strategy (BEIS), to develop its programme of activities. It has enabled FEAM to develop its [policy programme](#) by:

- Responding to key EU consultations such as on vaccination and a pharmaceutical strategy for Europe,
- Publishing position papers and organising policy meetings on the future of European biomedical research including Brexit-related issues with the [Biomedical Alliance in Europe](#),
- Undertaking joint European policy projects with sister academic networks [EASAC](#) (the European network of Academies of Sciences) and/or [ALLEA](#) (the European Federation of Academies of Sciences and Humanities) on vaccination, regenerative medicine, migration and health, Chinese traditional medicine and the international transfer of health data,
- Launching and developing its [European Biomedical Policy Forum](#) to facilitate cross-sectoral discussions on key European policy issues such as One Health, health data, cancer and immunotherapy and to inform FEAM policy work such as vaccination and regenerative medicine. The partnership currently includes 19 European biomedical stakeholders from across the spectrum.

Since late 2016, FEAM has also been an active partner in the multidisciplinary EU-project [SAPEA](#) (*Science Advice for Policy by European Academies*) which develops evidence review reports to inform Opinions by the Group of Chief Scientific Advisors in the EC Scientific Advice Mechanism (SAM). FEAM has led a major SAPEA project on *Transforming the future of ageing* and oversees SAPEA's cooperation with the GCSA and EC on topics such as pandemics and climate change and health.

Recently, FEAM joined a European Consortium to start a new three-year EU project in Horizon 2020 to look at the social, behavioural and economic impacts of COVID-19. The project should be launched in November or December 2020 and more details will be available to the contractor by the appointment time.

A first independent strategic review sponsored by UK AMS was undertaken in 2017 to look at how FEAM could maximise its role in providing policy advice on key biomedical and health policy issues and harness opportunities for investment from members and stakeholders to build a sustainable financial and operational platform for the future. Now is an opportune time to review what has been achieved over the last three years and what is needed to maintain and develop FEAM's role on the European policy scene.

FEAM is now tendering for a contractor to complete the strategic review and develop a draft implementation plan.

2. The Federation of European Academies of Medicine (FEAM)

FEAM is an independent body based in Brussels that represents 22 member Academies, including the UK AMS. FEAM's mission is to promote cooperation between national Academies of Medicine, Medical Sections of Academies of Sciences, Academies of Pharmacy and of Veterinary 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 22 FEAM Academies represent the following European countries: Austria, Belgium (2), Croatia, Czech Republic, France (3), Germany, Greece, Hungary, Ireland, Israel, Italy, Lithuania, Portugal, the Netherlands, Romania, Spain (2), Switzerland and the United Kingdom. Observers include EASAC (the European network of Academies of Sciences) and IAP for Health (a network of the world's medical Academies and medical sections of Academies of Sciences in the larger [InterAcademy Partnership](#)).

3. 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 become financially sustainable by enhancing fundraising activities while remaining independent from any vested interest
- Adopt a coordinated programme of activities
- Ensure that it gives meaningful contributions to impactful European collaborative projects such as SAPEA and envisages new ones
- Develop the partnership and activities of its European Biomedical Policy Forum
- Strengthen its engagement with, and support both for and from, member Academies and potential member Academies
- Enhances its collaboration with other networks of Academies at European and global levels

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, with input from FEAM policy staff, to develop a draft implementation plan that will enable FEAM to maximise its impact in the policy arena with the aim to improve the health, safety and wealth of European citizens while ensuring its long-term sustainability.

4. Issues to be explored

The review will focus on addressing the following issues:

- Reflecting on the progress that FEAM has made and its impact in implementing the findings of the last strategic review
- 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)
- Exploring opportunities to increase funding for FEAM to grow its policy activities and ensure adequate 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 in 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.

5. Methods

FEAM 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 Oversight Group, 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 such as the European Centre for Disease Control and the European Medicine Agency)
- FEAM member academies and potential member Academies;
- FEAM Council and staff
- 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. EASAC and 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.

6. Details of services required

FEAM is looking for a consultant or consultancy 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 FEAM once the contract has been awarded. The contractor will also be expected to be in regular communication with FEAM staff by telephone and/or email. A schedule of update meetings and phone calls will be set out by FEAM post appointment. A presentation of key conclusions from the report will be made to the Oversight Group.

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 staff should be explicitly stated in the tender document.

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

7. Timescale

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8. 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. Activities should be planned virtually in view of the pandemic and related travel restrictions but FEAM could provide a meeting room at its office in central Brussels should the situation change.

FEAM 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.

9. Tender submission

Tenders should be emailed to Laurence Legros, Executive Director at laurence.legros@feam.eu by **Tuesday 10 November 2020, 17:00**. 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 virtually by a small panel comprising of a Board member and a FEAM staff member.

To discuss the brief and tender process further please contact:

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Further information on FEAM can be found at www.feam.eu.

The Federation of European Academies of Medicine

FEAM's mission is to promote cooperation between national Academies of Medicine, Medical Sections of Academies of Sciences, Academies of Pharmacy and of Veterinary 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 thousands of 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.