

Tobacco Suite – Public Health Advisory Committee Meeting 13

Date: 4 November 2020

Location: Virtual Meeting via Zoom

Minutes: Final

Committee members present:		
Paul Lincoln (Chair)		(Present for notes 1-9)
Rachel Chapman (Core Member & acting Vice Chair)		(Present for notes 1-9)
Louis Levy (Core Member)		(Present for notes 1-9)
David McDaid (Core Member)		(Present for notes 1-9)
Ruairidh Milne (Core Member)		(Present for notes 1-5)
Ann Nevinson (Core Member)		(Present for notes 1-9)
Matthew Alford (Topic Expert Member)		(Present for notes 1-9)
John Britton (Topic Expert Member)		(Present for notes 1-9)
Gary Bickerstaffe (Topic Expert Member)		(Present for notes 1-9)
Tim Coleman (Topic Expert Member)		(Present for notes 4-15)
Elena Ratschen (Co-opted Topic Expert Member)		(Present for notes 1-9)
Arran Woodhouse (Topic Expert Member)		(Present for notes 1-9)
Qasim Chowdary (Public Health England Topic Adviser)		(Present for notes 1-9)

In attendance:		
Keona Bennett	Administrator, Public Health Guidelines	(Present for notes 1-9)
Susie Burlace	Medical Editor, NICE	(Present for notes 1-9)
Lise Elliott	Programme Manager, Public Health Guidelines	(Present for notes 1-9)
Debra Hunter	Project Manager, Public Health Guidelines	(Present for notes 1-9)
Edgar Masanga	Business Analyst, Resource Impact	(Present for notes 1-9)
Rosalee Mason	Meetings in Public Coordinator (lead)	(Present for notes 1-9)
Richard Mattock	York Health Economic Consortium	(Present for notes 2-4)

Clifford Middleton	Guideline Commissioning Manager	(Present for notes 1-9)
Adam O'Keefe	Project Manager, Public Health Guidelines	(Present for notes 1-4)
Lesley Owen	Technical Adviser (HE), NICE	(Present for notes 1-9)
Karen Peploe	Senior Technical Analyst, Public Health Guidelines	(Present for notes 1-9)
Robby Richey	Technical Adviser, Public Health Guidelines	(Present for notes 1-9)
Sarah Willett	Associate Director, Public Health Guidelines	(Present for notes 1-9)
Michellie Young	Technical Analyst, Public Health Guidelines	(Present for notes 1-9)

NICE Observer:

Hannah Maiden	Public Health Trainee
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Apologies:

John MacLeod	Core Member
Rachel Walsh	Technical Analyst, Public Health Guidelines

1. Welcome and objectives for the meeting

The Chair welcomed the committee members and attendees to the 13th meeting on Tobacco suite: preventing uptake, promoting quitting and treating dependence (update). The committee members and attendees introduced themselves.

The Chair informed the committee that apologies had been received. These are noted above. The Chair welcomed the members of the public to the meeting. The Chair outlined the objective of the meeting, which was to finalise and agree the draft guideline for consultation.

2. Confirmation of matter under discussion, and declarations of interest

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was Tobacco suite: preventing uptake, promoting quitting and treating dependence (update).

The Chair asked everyone to verbally declare any new interests that are not listed in the registry.

The Chair advised that due to a previously declared conflict of interest, Tim Coleman

will be excluded from drafting recommendations for Review Question 5.1 on Opt-out stop smoking support for pregnant women.

The Chair and a senior member of the developer's team noted that no other interests previously declared would prevent the attendees from fully participating in the meeting.

3. Minutes of last meeting

The minutes of the previous meeting were accepted as a true and accurate record of the meeting.

4. Presentation of the cost effectiveness evidence for Review Question 7.1: Relapse prevention.

The Chair introduced Richard Mattock from YHEC who presented the committee with the cost-effectiveness evidence identified for Relapse prevention. Robby Richey then reminded the committee of the effectiveness evidence before the committee revisited and redrafted recommendations to reflect the newly presented evidence.

5 - 8. Review of recommendations and draft guideline

Robby Richey revisited the draft recommendations with the committee, who discussed and agreed revisions as appropriate, whilst considering any effect of the COVID-19 pandemic on the draft guideline.

9. Review of day discussions and agreements of next steps.

The Chair summarised the discussions and agreements, thanking everyone for their continued support. The Chair confirmed day 2 of PHAC 13 will take place the next day. The meeting was then closed.