

Healthy Start Expert reference group teleconference

Date: 13/03/2015

Location: Via teleconference

Minutes: Final

Committee members present:	
Susan Jebb(Chair)	(Present for notes 1 – 6)
Eleanor McGee	(Present for notes 1 – 6)
Judy More	(Present for notes 1 – 6)
Paul Jacklin	(Present for notes 1 – 6)
Gillian Swan	(Present for notes 1 – 6)
Annie Anderson	(Present for notes 1 – 6)
Helen Crawley	(Present for notes 1 – 6)
Alison McFadden	(Present for notes 1 – 6)
Colin Michie	(Present for notes 1 – 6)
Julia Fox Rushby	(Present for notes 5 – 6)

In attendance:		
Jane Huntley	Associate Director	(Present for notes 1 – 6)
Karen Peploe	Analyst	(Present for notes 1 – 6)
Adrienne Cullum	Analyst	(Present for notes 1 – 6)
Alastair Fischer	Health Economist	(Present for notes 1 – 6)
Caroline Mulvihill	Analyst	(Present for notes 1 – 6)
Rupert Franklin	Project Manager	(Present for notes 1 – 6)
Matthew Taylor	Contractor	(Present for notes 1 – 6)

Apologies:	
Adrian Martineau	Reference group member
Atul Singhal	Reference group member
Alex Filby	Contractor

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the 4th meeting on Healthy Start vitamins.

The Chair informed the Committee that apologies had been received. These are noted above.

The Chair outlined the objectives of the meeting, which included:

- To seek views and comments on the revised modelling report and in particular on the new areas
- To identify any new additions or any major changes to the report for the Chief Medical Officer (CMO) as a result of the revisions to the modelling report.
- To gather any overarching comments on the revised report for the CMO.

Introductions

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 Healthy Start vitamins

The Chair asked everyone to verbally declare any interests that had arisen since the last meeting.

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Eleanor McGee	Public Health Nutrition Lead, Birmingham Community Healthcare NHS Trust	Took part in a media interview regarding vitamin D deficiency. She expressed support for supplementation but didn't refer to Healthy Start vitamins specifically	Personal non-financial, non-specific	No further action required

The Chair and a senior member of the Developer's team noted that the interests

declared did not prevent the attendees from fully participating in the meeting.

3. Minutes of last meeting

The Chair asked the Committee if it wanted any changes made to the minutes of the last meeting. The Committee agreed that the minutes were a true and accurate account of the meeting.

The Chair confirmed that all matters arising had been completed or were in hand.

4. Revised economic modelling report

The committee discussed the revised economic modelling report and made some suggestions for further changes

5. Report for the CMO

The committee discussed the report that will be produced for the Chief Medical Officer and suggested some changes.

6. Summary of the meeting and next steps

The Chair summarised the meeting and clarified the next steps in the process

7. Any other business

There were no additional matters arising. The Chair thanked the group for their work and closed the meeting