

**NICE Local Government Public Health External Reference Group  
Meeting 15**

**Friday 16<sup>th</sup> May 2014**

**Venue: NICE Offices, City Tower, Piccadilly Plaza, Manchester, M1 4BD**  
**Final Minutes**

<b>Attendees:</b>	<p><b>LGRG Members</b> Phillip Woodward (Chair), Gary Bickerstaffe, Liz Blenkinsop, Paul Brookes, Penny Byrne, Karen Calder, Keith Cunliffe, Isobel Duckworth, Rachel Flowers, Dominic Harrison, Teresa Heritage (left at 2.50pm), John Illingworth, Sharan Jones, Narender Kaur, Ian Reekie, , Derek Ward.</p> <p><b>NICE Team</b> Chris Carmona, Simon Ellis (1.30pm -1.45 pm), Andrew Hoy (10.30 to 11.30am), Patricia Mountain, Lakshmi Murphy (10.30 - 11.30am), Lesley Owen (1.40 – 2.30pm) Kay Nolan, Linda Sheppard, (1.30pm - 1.45 pm), Catherine Swann (10.30 - 11.30am), Gary Shield ( from 2.30- 3.00pm),Charlotte Simpson (10.00 – 11.00am).</p> <p><b>Contractors- LeLan Solutions</b> Tracey Jhita (1.40 – 2.30pm) Sarah Roberts (1.40 -2.30pm), Adam Lester George (1.40pm - 2.30pm)</p> <p><b>Observers</b> Jaimella Epsley – NICE am only</p>
<b>Apologies:</b>	<p><b>LGRG Members</b> Barry Anderson, Dave Burnham, Jim McManus, Tania Townsend.</p>

<b>Author</b>	PM
<b>File Ref</b>	
<b>Version</b>	Final
<b>Audience</b>	<b>LGRG members, NICE team, the public (via web publication)</b>

Item		Action
<b>1. Welcome and introductions</b>	<p>The Chair welcomed everyone to the fifteenth Local Government Reference Group (LGRG) meeting.</p> <p>The Chair conveyed the apologies received. These are noted above. The Chair introduced the recently recruited new members present at this meeting:</p> <p>Narender Kaur a community member; Karen Calder Cabinet member for Health &amp; Chair of HWBB Shropshire Council; Isobel Duckworth - Consultant in Public Health, North East Lincolnshire Council; Keith Cuncliffe- Cabinet Member Health and Adult Services Wigan Council and Gary Bickerstaffe- Health Improvement Specialist, Bolton Council.</p> <p>No members of the public had registered to attend the meeting.</p>	
<b>2. Declarations of Interests</b>	<p>The Chair asked the LGRG if they had any additional declarations of interest.</p> <p><b>Rachel Flowers - change of role to Deputy Director, Organisational Development at Public Health England with a national brief, but no change to declared interests. Also a secondment to the Greater London Authority with a remit to planning reform.</b></p> <p>There were no further declarations of interests made .</p> <p>The Chair asked the new members of LGRG present to declare their interests.</p> <p>Narendaur Kaur – no declarations made</p> <p>Karen Caulder - no declarations made</p> <p>Isobel Duckworth - no declarations made</p> <p>The interests declared by the contractors from LeLan (Ltd) Solutions were:</p> <p><b>Tracey Jhita – no declarations made</b></p> <p><b>Sarah Roberts - no declarations made</b></p> <p><b>Adam Lester George –non personal pecuniary: Director of LeLan (Ltd) Solutions who NICE has commissioned to build the graphical user interface of NICE Return on Investment tools.</b></p> <p><b>This work was subcontracted and paid for by Brunel University and Matrix Knowledge.</b></p> <p><b>NICE has also commissioned LeLan Solutions to undertake various dissemination activities as part of tools.</b></p> <p>The previously declared interests, noted at earlier meetings of LGRG, are available here  <a href="http://www.nice.org.uk/aboutnice/whatwedo/aboutpublichealthguidance/LGRG.jsp">http://www.nice.org.uk/aboutnice/whatwedo/aboutpublichealthguidance/LGRG.jsp</a></p>	

<p><b>3,4 Health visiting</b> Consideration of the draft document (effectiveness/ cost effectiveness/ epidemiology/ return on investment/ key audiences and local data) Recommendations for amendment</p>	<p>Charlotte Simpson, public health registrar on placement with NICE, introduced the Briefing and asked for feedback on its progress so far. This Briefing as developed summarises NICE's recommendations for local authorities and partner organisations on health visiting. Health visiting teams lead and deliver the Department of Health's Healthy Child Programme for children aged 0–5.</p> <p>There was time for discussion and comment. The format of the briefing was agreed to be helpful. The LRG were positive on the progress so far, and made recommendations for amendment.</p> <p><b>Action: NICE to revise and bring to a later LRG meeting</b></p>	<p><b>NICE</b></p>
<p><b>5. Using Evidence in practice</b></p>	<p>Catherine Swann, Associate Director for this topic introduced the Briefing and asked for feedback on its progress so far.</p> <p>This Briefing is a response to a request by the LRG on how to use evidence to guide Local authority decision making. The LRG welcomed the Briefing and added that a strong reference to the JSNA would be useful, as that would help to frame discussions at a local level.</p> <p>The starting point of deciding what evidence is pertinent to a public health issue is deciding which question to address.</p> <p>The Briefing explored what is evidence, how to choose the evidence that was most appropriate and options available when there is no obvious source of evidence. Examples of case studies are given within the Briefing.</p> <p>The LRG discussed and agreed that what question was asked depended on the point of view of the person/organisation posing the question, and the understanding and relative importance of the evidence was also relative. It was agreed that reference would be made to these caveats in the introduction. The members felt that the wider determinants of health and the full causal chain of public health challenges need to be added in the Briefing.</p> <p><b>Action: NICE to revise and bring to a later LRG meeting</b></p>	<p><b>NICE</b></p>
<p><b>6,7 Feedback from Road Testing: HIV Testing And final viewing</b></p>	<p>Chris Carmona, analyst at NICE, gave feedback from the road testing on HIV prevention Briefing, hosted by Warwickshire County Council. This was also road tested with the Halve-it coalition steering group at</p>	

	<p>House of Lords.</p> <p>Chris also noted the feedback received from Public Health England and Department of Health. The Briefing sets out who has responsibility for the various facets of sexual health services - Local Authorities fund community and Sexual Health services testing, but Clinical Commissioning Groups fund testing in primary and secondary care.</p> <p>The feedback was positive and the LGRG agreed with the suggested changes made during the road testing from all sources. The LGRG noted that there were changes to this Briefing agreed at the last LGRG meeting that still needed to be added.</p> <p>There was a discussion around the availability of HIV testing on the high street, and the differences between screening and testing.</p> <p>The LGRG agreed that the hyperlinks within this Briefing were self-explanatory in this case.</p> <p><b>Action: NICE team to make final revisions to the Briefing.</b></p> <p>The Briefing was approved</p>	NICE
<b>8.9 Feedback from road testing prevention of domestic violence and Final Viewing</b>	<p>Kay Nolan, associate director at NICE, gave a short presentation on the feedback from the road testing, hosted by Warwickshire County Council. Kay had attended the road testing but Antony Morgan, associate director at NICE is leading the Briefing.</p> <p>Feedback was also requested and received from the Department of Health which was added to the presentation. The Briefing was also sent to the Home Office and no response has yet been received by NICE.</p> <p>The Briefing is based on the NICE guidance, Prevention of Domestic Violence. The scope of this guidance covered the role of health and social care. The road testing asked for more details on the services, e.g. health – including primary, secondary and tertiary care and specialist providers such as Alcohol &amp; drugs services and on interventions that reduce the risk of domestic violence occurring.</p> <p>The LGRG discussed and agreed the points made by the road testing. Female genital mutilation is referred to within the Briefing and the LGRG asked for this area to be reviewed and expanded. The NICE team explained that this will hopefully be covered by a different work stream</p>	

	<p>The LRG highlighted that some of the links led to journals that were restricted access, which needed to be checked.</p> <p><b>Action: NICE team to check that all the links within the document are live and free to view</b></p> <p><b>Action: NICE team to make final revisions to the Briefing</b></p> <p>The Briefing was approved.</p>	NICE NICE
<b>10,11. Feedback from Road testing. Looked after children, Final Viewing</b>	<p>Linda Sheppard, analyst at NICE, gave a short presentation on the feedback from the road testing, hosted by Warwickshire County Council.</p> <p>Feedback was also requested and received from Public Health England which was added to the presentation.</p> <p>The Briefing was generally well received, and considered helpful.</p> <p>Suggestions for additions included using hyperlinks within the text and not separate lists; having a list of key priorities and an example of an action plan; refer to Local Safeguarding Boards (Adults and Children) under relevant bodies; the cost effectiveness could refer to the impact of parental alcohol/drug use and quoting figures rather than percentages.</p> <p><b>Action: NICE team to make final revisions to the Briefing</b></p> <p>The Briefing was approved.</p>	NICE
<b>12 .NICE Return on Investment tool</b>	<p>Adam Lester George from MATRIX and Lesley Owen, technical advisor at NICE presented the next iteration of the Return on Investment tool (ROI tool). The LRG had previously seen a demonstration of the ROI tool on tobacco control, and this ROI tool was for alcohol use.</p> <p>Returns on Investment Tools have been developed by NICE to help decision making at local and sub-national levels. The tool evaluates a portfolio of alcohol interventions and models the economic returns that can be expected in different payback timescales. Different interventions can be mixed and matched to see which intervention portfolio or package provides the best 'value for money', compared with 'no-services' or any other specified package.</p> <p>This tool will be accompanied by a package of support materials including a user guide and technical report which can be downloaded from the NICE website and</p>	

	<p>will be available later in the year. An additional tool which estimates the Return on Investment for interventions and strategies to increase physical activity has been sent in confidence to LRG electronically, and will also be available later in the year.</p> <p>The LRG suggested that the ROI tools should be platform independent so that it could reach the widest audience. The NICE team agreed and that is in the forward plan, subject to the resources being available. The Chair thanked the team for the demonstration.</p>	
<b>13. NICE Costing tools</b>	<p>Gary Shield, senior costing analyst at NICE within the costing and commissioning team gave an overview of the work they undertake to support the public health guidance produced at NICE. The costing team estimates the cost, and identify the savings, after the introduction of the new guidance for a population. Local authority populations costing tool is available in Excel template on the NICE website.</p> <p>As the LRG are unfamiliar with these tools it was agreed that the members would provide feedback and suggestions on other ways that the NICE costing team can support local authorities plan resource impact of PH guidance.</p> <p><b>Action: NICE to send a link to a costing report template on the website</b></p> <p><b>Action: LRG members to feedback their comments electronically</b></p> <p><b>Action: NICE to add to the next LRG meeting for further discussion</b></p>	NICE  LRG  NICE
<b>10. Suggestions for future briefings</b>	<p>There was a brief discussion on topics that had been suggested earlier.</p> <p><b>Action: Feedback from NICE at the next LRG meeting, following discussion at NICE internal steering group meeting</b></p> <p>The LRG would like to have an understanding of the plans for social care briefings.</p> <p><b>Action: NICE to update the LRG at the next meeting on proposed social care Briefing Papers.</b></p>	NICE  NICE
<b>13. LRG next steps</b>	<p>The Briefings approved at this meeting were: Prevention of domestic violence, Looked after children and HIV testing. These will be published 25<sup>th</sup> June 2014</p> <p>Health visiting Briefing and Using Evidence in practice Briefing will come back to the next LRG meeting 11<sup>th</sup></p>	

	July, with publication planned for September 2014	
<b>14. Minutes of the last meeting</b>	The minutes of LGRG 14 were accepted as an accurate record of the meeting and were approved.	
<b>16. AOB</b>	<ul style="list-style-type: none"><li>• NICE is about to launch a new website. Kay Nolan asked the LGRG to leave feedback on the new website from a user perspective</li></ul>	
<b>Close</b>	The meeting closed at 3.30 pm	

**Next meeting of the Local Government External reference group: Friday 11th July 2014, 10am, NICE, Level 1a, City Tower, Piccadilly Plaza, Manchester, M1 4BD**