

**NICE PUBLIC HEALTH PROGRAMME GUIDANCE
Alcohol- use disorders (prevention)**

11th and 12th meeting of the Programme Development Group

Tuesday 15th and Wednesday 16th December 2009

Floor 24, City Tower, Piccadilly Plaza, Manchester M1 4BD

Final Minutes

Attendees:	<p>PDG Members John Dervan (JD), Vivienne Evans (VE), Jayne Gosnall (JG), Nick Heather (NH), Eileen Kaner (EK), Anne Ludbrook (AL), Harshad Mistri (HM), Paul McArdle (PMc), Trevor McCarthy (TM), Lynn Owens (LO), Chris Record (CR) Don Shenker (DS), Patrick Smythe (PS), Ian Treasure (IT).</p> <p>NICE Ruaraidh Hill (RH) – observing, Andrew Hoy (AH), James Jagroo (JJ), Dylan Jones (DJ), Gregory Jones (GJ) – 16th only, Mike Kelly (MK)- 15th only, ,Antony Morgan (AM),Patricia Mountain (PM), Alastair Rutherford (AR) – am 15th only, Linda Sheppard (LS) – 15th only.</p> <p>Contractors Kerry Woolfall (KW) - LJMU</p>	
Apologies:	<p>PDG Members Peter Anderson (PA), Jane Benanti (JB), Paul Edmondson (PE), Saudid Ishaq (SI), Jim McCambridge (JMc).</p> <p>NICE Team Mike Kelly (MK)– 16th only, Linda Sheppard (LS) – 16th only</p>	
Authors	Patricia Mountain	
File Ref		
Version	Final	
Audience	PDG members, NICE team, the public (via web publication)	

Item		Action
1	<p>Welcome, Introductions and Aims of the Meeting</p> <p>The Chair welcomed everyone to the two day eleventh and twelfth meeting. PDG members, NICE staff and contractors introduced themselves to the group and apologies were received. It was confirmed that the PDG was quorate.</p> <p>The Chair outlined the objective of the first day:</p> <ul style="list-style-type: none"> To finalise and agree the recommendations and associated considerations. 	
2	<p>Minutes from the previous meeting, Declarations of Interest and matters arising</p> <p>The Chair asked the PDG Members for any accuracy amendments to the minutes of the previous meeting. These minutes were approved. There were no outstanding actions.</p> <p>Previously declared interests;</p> <p>*Paul Edmondson-Jones – potential personal non-pecuniary interest as a commissioner of services and member of National screening group on Alcohol</p> <p>Ian Treasure - potential personal non-pecuniary interest as a commissioner of services</p> <p>Paul McArdle – potential personal pecuniary interest -pharmaceutical company paid for his attendance at an international meeting and personal non pecuniary interest - published a randomised trial of group work which may potentially be used in the prevention of alcohol abuse</p> <p>*Jim McCambridge – potential personal non-pecuniary interest – conclusions drawn in research studies that are in this area of guidance</p> <p>Trevor McCarthy- potential personal non- pecuniary interest - Presentations at conferences; development of <i>Model of care for Alcohol Misuse</i>, Review of effectiveness of treatment for alcohol problems</p> <p>Lynne Owens – potential personal non – pecuniary as a chair of nursing counsel on alcohol</p> <p>Eileen Kaner – potential personal non – pecuniary as someone who has developed screening tools and brief intervention material and drawn conclusions in this area in published review, potential non personal pecuniary interest - written an article in <i>Addiction</i></p> <p>*Jane Benati – potential non personal pecuniary as someone with a research interest.</p> <p>Trevor McCarthy – potential personal pecuniary interest – self employed as a consultant, both directly by alcohol charities and indirectly by alcohol</p>	<p>NICE Team</p>

	<p>commissioning bodies.</p> <p>Don Shenker – potential personal non pecuniary interest as Chief Executive of Alcohol Concern, a professional organisation with a direct interest in matters under consideration.</p> <p>Anne Ludbrook – potential personal non - pecuniary interest – as some of her staff received research grants from public sector sources. Also, personal non-pecuniary interest – research into alcohol related topics. Anne Ludbrook – potential non personal pecuniary interest – as family members hold a small amount of shares in organisations that have retail alcohol sales; Tesco, Diageo and The Restaurant Group, potential personal non - pecuniary interest – Edited an article in <i>Health Economics</i></p> <p>*Jim McCambridge – potential non personal pecuniary interest – as in receipt of a research grant from Alcohol Education and Research Council. Also, potential non personal pecuniary interest – Research fellowship evaluating brief interventions. Also, potential pecuniary interest, received an honorarium for supervising a PHD student in the field of brief interventions.</p> <p>Nick Heather - potential non personal pecuniary interest and personal pecuniary interest – as has received payment for consultancy work from bodies concerned with the reduction of alcohol-related harm in general and alcohol brief interventions in particular.</p> <p>Patrick Smythe - potential personal pecuniary interest – in receipt of grant from Home Office for work on alcohol abuse</p> <p>Mike Kelly - potential personal pecuniary interest – in receipt of grant from Medical Research Council.</p> <p>*SchARR – potential non personal pecuniary interest as may do further research in this area.</p> <p>There were no new declarations of interests.</p> <p>The Chair ruled that none of these interests prevented anyone present from taking full part in the meeting.</p>	
<p>3</p>	<p>Guidance development from this point forward</p> <p>Antony Morgan CPHE Associate Director updated the PDG on where we are in the guidance process and reminded the members of the next steps.</p> <ul style="list-style-type: none"> • NICE team redraft guidance following PDG 11 and 12 (including editing) – 4th to 11th January 2010 • Redrafted guidance sent to PDG for comments: 12th to 19th January • 2nd redraft sent to PDG (if needed) – 29th January to 3rd February • Final sign off by PDG Chair and Centre Director – 5th to 8th February <ul style="list-style-type: none"> ○ Publication Date - March 2010 <p>Following the publication of the guidance the NICE process will address:</p>	

	<ul style="list-style-type: none"> • Equity Proofing • Implementation • Communication • Updating the guidance <p>Antony Morgan reminded the PDG of the publication dates of the related NICE guidance on alcohol dependence:</p> <ul style="list-style-type: none"> • Alcohol use disorders in adults and young people: clinical management - May 2010 • Alcohol dependence and harmful use: diagnosis and management in young people and adults – January 2011 	
4	<p>Implementation issues</p> <p>Alaster Rutherford, Associate Director of Implementation at NICE, outlined to the committee the key issues that have been raised during their implementation workshops which may impact upon the recommendations.</p>	
5	<p>Presentation of fieldwork findings.</p> <p>Kerry Woolfall from Liverpool John Moors University gave a presentation on the issues that have been raised during the fieldwork process. The fieldwork covered those areas not already raised by stakeholders in the consultation process. Mike Kelly clarified that the role of the fieldwork in the NICE process is not evidence, but to provide the PDG with a sense of how the guidance may be used in the field. The Chair thanked LJMU for the content and detail of the report.</p>	
6	<p>Discussion on the fieldwork findings in plenary</p> <p>Areas that were discussed</p> <ul style="list-style-type: none"> • Glossary to be shared with the Clinical guidelines team at NICE so that the terminology in all NICE guidance relating to alcohol disorders are consistent • The findings of the fieldwork to be sent to the GDG for information • Research recommendation – Send to VE and DS for drafting • Consideration – Send to DS and TMC for drafting, NH, EK and AL for drafting, IT for drafting • Recommendation 5 to 7 – Send to PMc for any thoughts on alteration 	<p>NICE team</p> <p>NICE team</p> <p>NICE team</p> <p>PDG</p> <p>NICE team</p> <p>PDG</p> <p>NICE team</p> <p>PDG</p>
7,8,9	<p>Amending the recommendations in plenary</p> <p>The draft recommendations were displayed to the PDG in plenary on a screen and the draft recommendations and associated considerations were worked through one by one. Dylan Jones highlighted those areas that need to be decided upon and the PDG discussed the related stakeholder comments received on the guidance. The NICE team changed the recommendations as requested by the PDG. Mike Kelly had drafted a consideration for approval by the PDG which was tabled. A paper on the Advertising Standards Agency regulations was tabled also.. NH was asked to look at the French regulations on advertising</p>	<p>NICE Team</p>

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	regulations and share with the PDG by email. TMc was asked to contribute to Recommendation 5 and share with the PDG by email for their approval.	PDG
		PDG
	The Chair thanked all attendees and closed the meeting at 4.30 pm.	

	Day Two – PDG 12	
1	<p>Welcome, Introductions and Aims of the Meeting</p> <p>The Chair welcomed everyone to the second day - twelfth meeting. PDG members, NICE staff and contractors introduced themselves to the group and apologies were received. It was confirmed that the PDG was quorate.</p> <p>The Chair outlined the objective of the second day:</p> <ul style="list-style-type: none"> To finalise and agree the recommendations and associated considerations. 	
2	<p>Matters arising from previous day</p> <ul style="list-style-type: none"> A paper on PDG actions was tabled. Any outstanding actions to be sent to NICE by 23rd December 2009. The list of actions yesterday was agreed 	
3	<p>Finalising the recommendations in plenary</p> <p>The draft recommendations were displayed to the PDG in plenary on a screen and the draft recommendations and associated considerations were worked through one by one. Dylan Jones highlighted those areas that need to be decided upon and the PDG discussed the related stakeholder comments received on the guidance. The NICE team changed the recommendations as requested by the PDG.</p>	
4,5	<p>Considerations – Discussion in plenary</p> <p>The draft considerations were displayed to the PDG in plenary on a screen and were worked through one by one. Those general considerations that had not been discussed while revising/agreeing the recommendations were discussed and agreed. The NICE team changed the considerations as requested by the PDG. An email from Peter Anderson, Co-optee to the PDG was tabled.</p> <p>Considerations that required more work were to be undertaken by the following PDG members and shared by email with the PDG as a whole for their approval by TMc, CR, DS, AL, PS, IT, LO, EK, PMc.</p> <p>The Chair asked that any points of clarification should be forwarded to the PDG by NICE team for email consultation.</p>	<p>NICE Team PDG</p> <p>NICE Team PDG</p>

	<p>Research recommendations</p> <p>The research recommendations which have been drafted by NH and PMC had been tabled. The Chair asked the PDG to consider and decide on five research recommendations.</p> <p>AL agreed to draft a revised paper on the research recommendations and send to the PDG for comment. Then NICE to work on following comments and send revised research recommendations to the PDG by email for final approval.</p>	<p>NICE Team PDG</p>
	<p>AOB</p> <p>Antony Morgan Associate Director at NICE thanked the PDG for their hard work and looked forward to the further work that will be done by the PDG on this topic.</p> <p>Eileen Kaner, Chair, thanked the PDG for their work and humour and the NICE team for their work on this topic.</p> <p>Nick Heather, PDG member, thanked the Chair for her work on this topic</p>	
	<p>The Chair thanked all attendees and the meeting closed at 4pm</p>	