

NICE PUBLIC HEALTH GUIDANCE

Behaviour Change

6th Meeting of the Programme Development Group

Tuesday 23rd April 2013

Bollin, NICE Offices, Manchester

Final Minutes

Attendees:	<p><i>PDG Members</i> Deryn Bishop, Alan Higgins, Paul Lincoln (Chair), Annice MacLeod, Susan Michie, Simon Murphy, Margaret Rings, Graham Rushbrook, Stephen Sutton, Ann Williams</p> <p><i>Co-opted PDG Members</i> Pam Rees</p> <p><i>NICE Team</i> Catherine Swann, Charlotte Haynes, Chris Carmona, Lesley Owen (via TC), Rachel Kettle, Suzi Peden, Victoria Axe, Helen Gollins</p> <p><i>Review Team</i> Sarah Caton (Bazian) Rob Cook (Bazian),</p> <p><i>Experts</i> Jessica Allen (UCL Institute of Health Equity), Diana Moss (Royal Society of Public Health)</p>
Apologies:	<p><i>PDG Members</i> Charles Abraham, Fiona Adshead, Deborah Arnott, Damian Edwards, Ruth Jepson, Jennifer Roberts, Malcolm Ward</p> <p><i>Co-opted PDG Members</i> Rona Campbell</p>

Author	VA
File Ref	Final minutes of PDG 6 and 7 meeting 23 rd /24 th April
Version	Final
Audience	PDG members, NICE team, the public (via web publication)

Item		Action
<p>1. Welcome and objectives for the meeting and minutes of the last meeting</p>	<p>The Chair welcomed the Programme Development Group (PDG) to the sixth meeting on behaviour change.</p> <p>The Chair noted that apologies had been received from Fiona Adshead, Deborah Arnott, Damian Edwards, Ruth Jepson, Jennifer Roberts, Rona Campbell and Malcolm Ward.</p> <p>The Chair noted the objectives of the day which were as follows: to discuss the third evidence review from Bazian; to hear a range of expert testimony from Jessica Allen on inequalities, Susan Michie on behaviour change techniques as well as the HBC competency framework, Diana Moss on the “understanding health improvement” programme and Deryn Bishop on Making Every Contact Count; to discuss an update on the economic analysis and receive the final report; to revise existing recommendations and draft new ones based on evidence heard and discussed; to draft and prioritise research recommendations; and to consider relevant principles from PH6 (the original NICE behaviour change guidance) and decide whether and how to include them.</p> <p>The minutes were checked and signed off as an accurate record from the last meeting.</p> <p>Action: The NICE Team to organise a stakeholder activity during the guidance consultation period.</p> <p>It was noted that both the Department of Health and Public Health England are establishing teams working in areas covered by this guidance.</p> <p>Action: The NICE Team to engage with these teams</p> <p>The Chair welcomed Helen Gollins, a member of the NICE Team, to the meeting.</p>	<p>NICE Team</p> <p>NICE Team</p>
<p>2. Declarations of Interests</p>	<p>The Chair asked the PDG to declare their interests and to continue to keep these updated throughout the guidance development.</p> <p>Susan Michie declared that she is the co-director of the National Centre for Smoking Cessation and Training. This is an unpaid position. Susan also declared that she has contributed to the development of some of the methods used in reviews informing the</p>	

	<p>work of the PDG.</p> <p>Deryn Bishop declared that she is commissioned by various Public Health, Local Authority and Clinical Commissioning Groups in the West Midlands to train frontline staff in behaviour change skills as part of the Making Every Contact Count (MECC) agenda; to support programme development through acting as a consultant on treatment pathway development and to assess MECC programme effectiveness.</p> <p>Deryn is also commissioned to provide training for professional staff on Alcohol Interventions, Let's Get Moving Programmes, Smoking Cessation Levels 1 and 2; and Motivational Interviewing skills.</p> <p>Deryn also currently chairs the West Midlands Alcohol Network meetings</p> <p>There were no further conflicts of interest declared from the PDG.</p>	
<p>3. Evidence and guidance – overview of the meeting</p>	<p>Charlotte Haynes (CH) gave an overview of the plan for the meeting over both days, and reminded the PDG of the forthcoming consultation on the draft guidance.</p> <p>CH noted that the PDG would be considering and discussing evidence for the last time prior to consultation at this meeting, and emphasised the importance of the work they would do to draft new evidence-based recommendations, and to revise existing recommendations.</p>	
<p>4. Review 3 - Qualitative review of studies describing the characteristics and competencies needed for behaviour change interventions or techniques</p>	<p>Bazian joined the meeting via VC at 10.15am and gave a presentation entitled 'Qualitative review of studies describing the characteristics and competencies needed for behaviour change interventions or techniques'.</p> <p>Bazian's review was answering the following question, identified in the scope for the guidance: what are the characteristics and competence required to deliver behaviour change interventions in those delivering behaviour change interventions.</p>	
<p>5. Questions and discussion</p>	<p>The Chair asked the PDG if there were any issues/amendments that Bazian should undertake to the review; if there were any areas for potential recommendations and if there were any potential considerations that should be noted.</p> <p>The Chair invited the PDG to ask Bazian questions and a number of comments were made.</p>	

	<p>Action: In addition to discussion at the meeting, PDG members to send the NICE team a list of any additional comments on review 3.</p> <p>PDG member Susan Michie to provide the NICE team with references for reviews / papers excluded from review 3 (largely because they were non-UK) for the NICE team to cross check against the findings of the review.</p> <p>Bazian left the meeting at 11am.</p>	PDG and NICE Team
6. Economic analysis: update and final report	<p>Lesley Owen (LO) joined the meeting via VC at 11.15am and gave a presentation on the economic analysis, drafted by UCL.</p> <p>LO advised the PDG on key issues and conclusions from the economic analysis to inform their work at the meeting.</p>	
7. Discussion	<p>The Chair asked the PDG if there were any issues/amendments that UCL should undertake to the review; if there were any areas for potential recommendations and if there were any potential considerations that should be noted.</p> <p>Action: PDG members to email specific queries or comments to the NICE Team for discussion with UCL.</p> <p>Diana Moss arrived at 11.40am.</p> <p>Action: The economics subgroup will meet again if needed to discuss any further queries.</p> <p>Action: The NICE Team to email LO's slides to the PDG.</p> <p>LO left the meeting at 11.45am.</p>	<p>PDG/NICE Team</p> <p>PDG</p> <p>NICE Team</p>
8. Expert testimony: The 'understanding health improvement programme' and associated qualifications	<p>The Chair introduced Diana Moss (DM) to the group.</p> <p>DM declared that she is now under contract to RSPH Training Solutions to act as their Lead National Trainer and Advisor. She has undertaken this role for the last 5 years. She also runs her own Training company (Moss Health Skills. www.mosshealthskills.co.uk) through which she also provides Health Improvement and Behaviour Change programmes to health, social care, education and voluntary sector organisations. RSPH do not view that either represents a conflict of interest but may enhance the information she is able to supply.</p>	

	<p>DM had been asked to provide the PDG with an overview of the development and content of the 'Understanding Health Improvement programme' (and associated qualifications), and address the following questions:</p> <ul style="list-style-type: none"> • What are the competences associated with the programme, and how are they developed during delivery of RSPH qualifications? • Is there a need for behaviour change qualifications targeting specific behaviours or are more generic cross cutting qualifications appropriate? • Does delivery of behaviour change interventions or techniques need to be altered to meet the needs of different population groups? <p>The Chair invited the PDG to ask DM questions in regard to her presentation and a number of comments were raised.</p> <p>Graham Rushbrook reminded the Chair that he may have a conflict as he belongs to a registered centre.</p> <p>Pam Rees reminded the Chair that she recently been working with the Leicestershire and Rutland Probation Trust Health Trainer service, where the Health Trainers are 'ex offenders' and accredited trainers for RSPH delivering level 2 'Understanding Health Improvement'. Pam noted that she may have a potential conflict of interest, as she wrote the bid for Leicestershire and Rutland Probation Trust to become an accredited centre for delivering RSPH level 2. LRPT achieved this status in December 2012. The Chair noted that all of the interests declared did not prevent the attendees at committee from fully participating in the meeting.</p>	
<p>9. Expert testimony: Making every contact count</p>	<p>The Chair invited Deryn Bishop (DB) to give her presentation.</p> <p>DB had been asked to provide the PDG with an overview of Making Every Contact Count – evidence into practice, including:</p> <ul style="list-style-type: none"> • The evidence base that informs the intervention • Core training and competencies • Outcomes and evaluation <p>The Chair invited the PDG to ask DB questions in regard to her presentation a number of comments</p>	

	were raised.	
10. Discussion	<p>The PDG discussed the two presentations they had heard.</p> <p>The Chair summarised the areas in which the PDG had discussed recommendations. These included the evidence around behaviour change therapies being effective and cost effective, competencies, specific packages and wider training packages.</p> <p>Diana Moss left the meeting at 1.30pm.</p>	
11. Expert testimony: Health behaviours and health inequalities	<p>Jessica Allen (JA) arrived at 1.30pm and declared that she is currently working giving advice on needing health inequalities. She had no further interests to declare.</p> <p>JA gave a presentation on SDH, Capabilities, Proportionate universalism and behavior change and had been asked to provide the PDG with an overview of her work on inequalities and health in relation to behaviour change, in particular around:</p> <ul style="list-style-type: none"> - The principle of Proportionate Universalism. - How Local Authorities may be able to target their resources most effectively using this principle. <p>She was also asked to answer what are the implications for intervention commissioning, design and delivery when considering this principle.</p> <p>The Chair invited the PDG to ask JA questions in regard to her presentation and a number of comments were raised.</p> <p>Action: JA and NICE to discuss the weighting of inequalities outcomes.</p> <p>Action: PDG to work with JA to develop a definition of proportionate universalism</p>	<p>NICE Team</p> <p>PDG</p>
12. Expert testimony: Health behaviour change competency framework	<p>Susan Michie (SM) gave a presentation entitled Health Behaviour Change Competency Framework on behalf of Diane Dixon (DD).</p> <p>SM and DD had been asked to provide the PDG with an overview of her work on behaviour change techniques (BCTs) including:</p> <ul style="list-style-type: none"> - Types of evidence of effectiveness of specific behaviour change techniques in each of the five behaviours covered in the guidance and strengths and limitations of these approaches 	

	<ul style="list-style-type: none"> - commentary on the second commissioned evidence Review findings in the light of the above - discussion of other factors apart from BCTs that are key to effectiveness <p>The Chair invited the PDG to ask SM questions in regard to her presentation and a number of comments were raised.</p> <p>JA left the meeting at 3.45pm.</p>	
13. Expert testimony: Behaviour change techniques	<p>SM gave another presentation entitled Expert Testimony for NICE's Behaviour Change Programme Development Group.</p> <p>The Chair invited the PDG to ask SM questions in regard to her presentation and a number of comments were raised.</p>	
14. Discussion	<p>The PDG discussed the evidence that had been presented to them.</p>	
15. Whole group work: Drafting recommendations and considerations on evidence from day 1	<p>The PDG began to draft recommendations and were asked to focus on:</p> <ul style="list-style-type: none"> Who should take action What action should they take Are there any related considerations Are there any research recommendations Are there any glossary terms 	
16. Summary and plans for day 2	<p>The Chair gave a summary of the day and announced the objectives for the next meeting.</p>	
17. Close	<p>The meeting closed at 5.35pm.</p>	

NICE PUBLIC HEALTH GUIDANCE

Behaviour Change

7th Meeting of the Programme Development Group

Wednesday 24th April 2013

Bollin, NICE Offices, Manchester

Draft Minutes

Attendees:	<p><i>PDG Members</i> Charles Abraham, Deryn Bishop, Alan Higgins (am only), Paul Lincoln (Chair), Annice MacLeod, Susan Michie, Simon Murphy, Margaret Rings, Jennifer Roberts, Graham Rushbrook (until 11.30am), Stephen Sutton, Ann Williams</p> <p><i>NICE Team</i> Catherine Swann, Chris Carmona (am only), Charlotte Haynes, Rachel Kettle, Patricia Mountain, Suzi Peden, Sue Jelley (via TC), Helen Gollins, Lola Oyebode</p> <p><i>Co-opted PDG Members</i> Pam Rees</p>
Apologies:	<p><i>PDG Members</i> Fiona Adshead, Deborah Arnott, Rona Campbell, Damian Edwards, Ruth Jepson, Malcolm Ward</p> <p><i>NICE Members</i> Victoria Axe, Lesley Owen</p>

Author	PM
File Ref	Draft minutes of PDG 6 and 7 meeting 23 rd /24 th April
Version	Draft 1
Audience	PDG members, NICE team, the public (via web publication)

Item		Action
<p>1. Welcome, recap, and plan for day 2</p>	<p>The Chair welcomed the Programme Development Group (PDG) to the seventh meeting on behaviour change.</p> <p>The Chair reminded the group of their previous discussions and noted the objectives for the day which were as follows:</p> <ul style="list-style-type: none"> • Refine drafted recommendations • Refine drafted considerations • Discuss in plenary additional recommendations and considerations • Agree research recommendations 	
<p>2. Declarations of Interests</p>	<p>The Chair asked the PDG if there were any additional declarations of interest and none were raised.</p>	
<p>3. Editing NICE guidance</p>	<p>Sue Jelley, Senior Editor at NICE joined the meeting at 9.15am via teleconference. Sue gave a presentation entitled “Developing public health guidance: the editorial contribution”.</p> <p>There was time for questions and discussion.</p> <p>SJ left the meeting at 9.25am.</p>	
<p>4. Whole group work: New recommendations from day 1 (continued)</p>	<p>The PDG continued to draft recommendations based on the evidence they had received so far.</p> <p>Action: NICE team to continue to refine draft recommendations for circulation to the PDG for comment</p>	<p>NICE Team</p>
<p>5. Whole group work: PH6 – reviewing relevant principles from the first behaviour change guidance</p>	<p>The PDG discussed the previous PH6 guidance on Behaviour Change and reviewed relevant principles in plenary.</p> <p>Action: the NICE Team to cross-refer any relevant principles</p>	<p>NICE Team</p>
<p>6. Whole group work: Revisiting review 1 – additional recommendations?</p>	<p>The PDG drafted further recommendations based on the evidence from review 1 in plenary.</p> <p>Action: NICE team to draft from discussions and circulate to the PDG for comment</p>	<p>NICE Team</p>
<p>7. Whole group work: Revising</p>	<p>Charlotte Haynes, analyst at NICE, gave a presentation focusing on the PDG feedback on</p>	

<p>existing recommendations and considerations (from previous meetings)</p>	<p>existing recommendations. The PDG discussed in plenary and refined their existing recommendations and discussed considerations.</p> <p>Action: NICE team to continue to refine the considerations and draft recommendations to be circulated to the PDG for comment</p>	<p>NICE Team</p>
<p>8. Whole group work: Research recommendations</p>	<p>The PDG drafted research recommendations in plenary session. The NICE team recorded the decisions.</p> <p>Action: NICE team to summarise draft research recommendations, to be finalised at the final PDG meeting, following consultation</p>	<p>NICE Team</p>
<p>9. Summary of the day and next steps</p>	<p>The Chair summarised the last two days and thanked the PDG for their hard work.</p> <p>Catherine Swann outlined the key future dates.</p> <ul style="list-style-type: none"> • Draft recommendations to PDG for comment – 3rd to 10th May 2013 • Draft guidance and evidence consultation – 5th June to 31st July 2013 	
<p>10. Any other business</p>	<p>The PDG agreed that the next meeting should take place 16th & 17th September 2013 in Manchester. Papers to be mailed 4th September.</p>	
<p>11. Close</p>	<p>The meeting closed at 4.10pm.</p>	