

**NICE Local Government Public Health External Reference Group  
Meeting 10**

**Friday 11<sup>th</sup> July 2013  
Venue: Bollin, NICE offices, Level 1A, City Tower,**

Piccadilly Plaza, Manchester, M1 4BD

**Final Minutes**

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| <b>Attendees:</b> | <p><b>LGRG Members</b><br/>Phillip Woodward (Chair), Liz Blenkinsop, Paul Brookes, Penny Byrne, Rachel Flowers, Sharan Jones, Maggie Rae, Ian Reekie, Gerald Tompkins, Dagmar Zeuner</p> <p><b>NICE Team</b><br/>Jane Huntley, Victoria Axe, Patricia Mountain, Ruaraidh Hill, Catherine Swann (via VC), Lesley Owen (via VC), Kay Nolan, Sue Jolley (via VC)</p> <p><b>Observers</b><br/>Jonathan Tross</p> |
| <b>Apologies:</b> | <p><b>LGRG Members</b><br/>Dave Burnham, Dominic Harrison, John Illingworth, Jonathan McShane, Derek Ward</p> <p><b>NICE Members</b><br/>Mike Kelly, Antony Morgan, Suzi Peden, Peter Shearn</p>   |

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| <b>Author</b>   | Victoria Axe   |
| <b>File Ref</b> | Final minutes of LGRG 10 meeting 11 <sup>th</sup> July 2013      |
| <b>Version</b>  | Final  |
| <b>Audience</b> | <b>LGRG members, NICE team, the public (via web publication)</b> |

| Item  |  | Action |
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| <b>1. Welcome and introductions</b>   | <p>The Chair welcomed everyone to the tenth Local Government Reference Group (LGRG) meeting.</p> <p>The Chair informed the group that apologies had been received from Dave Burnham, Dominic Harrison, John Illingworth, Jonathan McShane and Derek Ward.</p> <p>The Chair welcomed the observer Jonathan Tross (a Non-Executive member of the NICE Board) to the meeting.</p> <p>The Chair noted that a member of the public was expected to attend however they had not arrived.</p> <p>The Chair informed the group that Carolyn Rule has resigned from the LGRG. The Chair formally thanked and recognised Carolyn for her valuable contribution to the group.</p>   |        |
| <b>2. Declarations of Interests</b>   | <p>The Chair asked the LGRG if they had any additional declarations of interest.</p> <p>Maggie Rae declared a personal non pecuniary interest that she has changed her role, she is still a Director of Public Health however she is now covering adult social care, housing, communities and a third of the Chief Executive role.</p> <p>Ian Reekie declared a personal non pecuniary interest that he is now a lay member representing the leadership group of NHS Commissioners.</p> <p>There were no further declarations made.</p> <p>The previously declared interests, noted at earlier meetings of LGRG, are available here<br/> <a href="http://www.nice.org.uk/aboutnice/whatwedo/aboutpublichealthguidance/LGRG.jsp">http://www.nice.org.uk/aboutnice/whatwedo/aboutpublichealthguidance/LGRG.jsp</a></p> |        |
| <b>3. Return on Investment</b> <ul style="list-style-type: none"> <li>• Consideration of the draft document (effectiveness/cost effectiveness/epidemiology/return on investment/ key audiences and local data)</li> </ul> | <p>Lesley Owen (LO) and Sue Jolley joined the meeting via VC at 10.15am. The Chair introduced the briefing and noted that this was the fourth time that the LGRG had viewed it.</p> <p>LO presented the amended version of the Return on Investment briefing paper.</p> <p>A broad ranging discussion ensued which included a suggestion to develop, perhaps 18 months to 2 years hence, a briefing which reflects PH analyses from the perspective of local government and also the political nature of local government (re: elections every 4 years</p>   |        |

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| <ul style="list-style-type: none"> <li>Recommendations for amendment</li> </ul>  | <p>unlike the NHS). The current document is still considered too NHS facing, but LGRG members haven't as yet provided costing and value for money examples from local government. The LGRG agreed that the details concerning economic methods should be provided elsewhere (and hyperlinked) and that the focus of the current briefing should be on the cost effectiveness of PH interventions. In addition it should retain something about NICE's methods evolving to better capture the multiple community impacts of PH interventions.</p> <p><b>Action: LO to take the suggested amendment of adding other outcomes measures such as DALYs back to Mike Kelly</b></p> <p>The Chair noted that these briefings will be reviewed for update in two years' time.</p> <p>Dagmar Zeuner arrived at 10.40am and had no further interests to declare.</p> <p>SJ gave an editor's opinion on the layout of the briefing.</p>                            | <p>LO</p>                                   |
| <p><b>4. Return on Investment</b></p> <ul style="list-style-type: none"> <li>Summary of the discussions, agreed actions</li> </ul> | <p>The LGRG suggested that the briefing was not yet fit for purpose. It was suggested that the detail should be rewritten and the tone amended with the local government audience in mind. It was suggested that the briefing should focus on local, political and community issues. There was a discussion around best value principles.</p> <p>Ruaraidh Hill (RH) arrived at 10.45am.</p> <p><b>Action: The LGRG to send any examples of cost savings to the NICE Team.</b></p> <p><b>Action: LO to create a separate document to run alongside the briefing and the infographic and will email these amended documents to the LGRG for further final comment prior to publication.</b></p> <p><b>Action: The LGRG to send comments to the NICE team by the suggested deadline.</b></p> <p>The LGRG thanked LO for all of her work on what they believed would be an exciting and useful briefing.</p> <p>LO and SJ left the meeting at 11.10am.</p> | <p>LGRG</p> <p>LO</p> <p>LGRG/NICE Team</p> |
| <p><b>5. Social and Emotional Wellbeing in Children and Young</b></p>  | <p>RH presented the changes on the briefing on Social and Emotional Wellbeing in Children and Young People. RH gave feedback from the "road testing" that took place in Oldham.</p>  |   |

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| <p><b>People</b></p> <ul style="list-style-type: none"> <li>Feedback from road testing, DH and PHE</li> <li>Final viewing by LGRG</li> </ul>   | <p>The LGRG considered the draft document and a number of recommendations for amendment were made. These included: adding information from the Marmont review; adding reference to looked after children, bullying, risky behaviours, nutrition and work in the community; and addressing repetitive content. It was noted that these amendments would broaden the relevant audience for this briefing.</p> <p><b>Action: RH to look at adding a link to the briefing from the mental health foundation website.</b></p>  | <p>RH</p>             |
| <p><b>6. Social and Emotional Wellbeing in Children and Young People</b></p> <ul style="list-style-type: none"> <li>Summary of the discussions, agreed actions</li> </ul>                      | <p>The Chair gave a summary of the discussions and returned to the comments from the road testing. There had been a lack of awareness in the road testing around the NICE guidance and briefings and this was noted as a concern. There was a discussion around how NICE is currently connecting with the field.</p> <p>RH left the meeting at 11.45am.</p>   |                       |
| <p><b>7. Preventing and controlling TB among vulnerable groups</b></p> <ul style="list-style-type: none"> <li>Feedback from road testing, DH and PHE</li> <li>Final viewing by LGRG</li> </ul> | <p>Catherine Swann (CS) joined the meeting via VC at 12pm.</p> <p>CS presented the changes on the briefing on Preventing and controlling TB among vulnerable groups. CS gave feedback from the “road testing” that took place in Oldham, as well as feedback from the DH policy leads and Public Health England. CS informed the LGRG that this briefing will have a joint badge with PHE.</p> <p>The LGRG considered the draft document and a number of recommendations for amendment were made. These included mentioning the local departments of public health within the briefing; partnering with the Association of Directors of Public Health; including local authorities and their role around housing stock and including care of the vulnerable.</p> <p><b>Action: The DPH members of the LGRG to comment on how best to implement the above.</b></p> <p><b>Action: CS to check that the briefing is using the correct wording from the guidance, particularly around the use of public health resources.</b></p> <p>It was noted that NICE’s role is to deliver information on effectiveness and not to specify what funds should be spent on, unless there is strong scientific evidence to recommend this.</p> | <p>LGRG</p> <p>CS</p> |
| <p><b>8. Preventing and</b></p>  | <p>The Chair gave a summary of the discussions. There</p>   |                       |

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| <b>controlling TB among vulnerable groups</b><br><ul style="list-style-type: none"> <li>• Summary of the discussions, agreed actions</li> </ul> | <p>were comments around the consistency of the format within the briefings and the structure of this briefing was discussed.</p> <p><b>Action: The NICE team to discuss with the editors in regard to the duplication of text in the different headings within the document.</b></p> <p>CS left the meeting at 11.40am.</p>   | <b>NICE Team</b> |
| <b>9. Discussion around “Hard to Reach Groups”.</b>   | <p>Kay Nolan (KN) joined the meeting at 11.40am and asked the LGRG what they understood by the term “hard to reach groups”. It was agreed that this had little real meaning and was not a term that should be used regularly.</p> <p>KN noted that NICE’s understanding of this term was to improve access to health services for individuals, families and communities who are disadvantaged, excluded, marginalised or vulnerable.</p> <p>It was suggested the briefing should provide an evidence base on a range of different approaches that improve access to services. It was also suggested it should be inclusive of health and social services.</p> <p>The Chair asked the LGRG what the title of this briefing would be and “Vulnerable or Priority Groups” was suggested.</p> <p>The challenges with the writing of this briefing were discussed.</p> <p><b>Action: The LGRG members to send any information to the NICE team which might be of use with this briefing.</b></p> | <b>LGRG</b>      |
| <b>10. Recommendations for future Local Government Briefings</b>  | <p>The Chair asked the LGRG if they wished to make any recommendations for future local government briefings. No further recommendations were made.</p>   |                  |
| <b>11. LGRG Next Steps</b>  | <p>The Chair noted that the briefing papers that had been discussed today would be published in September.</p> <p>It was noted that future LGRG meetings would take place on the following dates:</p> <p>13<sup>th</sup> September 2013<br/> 15<sup>th</sup> November 2013<br/> 17<sup>th</sup> January 2014</p>  |                  |
| <b>12. Minutes of the</b>   | <p>The minutes of LGRG 9 were accepted as a correct</p>   |                  |

| <b>last meeting</b> | record of the last meeting.  |  |
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| <b>13. AOB</b>      | <p>The Chair informed the group that on 22<sup>nd</sup> July NICE would be advertising for further members to join the LGRG. The Chair asked the LGRG to forward this advert to any colleagues who may be interested in applying.</p> <p>Jonathan Tross thanked the group for letting him observe the meeting and noted that the experience had been both helpful and interesting.</p> <p>There was no other business.</p> |  |
| <b>14. Close</b>    | The meeting closed at 1pm.   |  |