

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

**Meeting 13**

**Friday 17<sup>th</sup> January 2014**

**Venue: NICE offices, Level 1A, City Tower, Piccadilly Plaza, Manchester,  
M1 4BD**

**Final Minutes**

<b>Attendees:</b>	<p><b><i>LGRG Members</i></b> Phillip Woodward (Chair), Paul Brookes, Dave Burnham, John Illingworth, Sharan Jones, Ian Reekie, Dagmar Zeuner, Liz Blenkinsop, Rachel Flowers (left at 12.30), Dominic Harrison,</p> <p><b><i>NICE Team</i></b> Victoria Axe, Chris Carmona (via VC), Hilary Chatterton (left 12.40), Simon Ellis (left 10.50), Mike Kelly, Alison Lake (from 12.40), Antony Morgan (left 12.40), Patricia Mountain, Clare Wohlgemuth (left 12.40)</p> <p><b><i>Observers</i></b> Charlotte Simpson (NICE)</p>
<b>Apologies:</b>	<p><b><i>LGRG Members</i></b> Penny Byrne, Teresa Heritage, Maggie Rae, Jonathan McShane, Derek Ward</p>

<b>Author</b>	PM
<b>File Ref</b>	Final minutes of LGRG 13 meeting 17 <sup>th</sup> January 2014
<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 thirteenth Local Government Reference Group (LGRG) meeting. The chair conveyed the apologies received. These are noted above. The Chair encouraged the members to check their biographies on the NICE website and, if they need revision, contact Denise Jarrett <a href="mailto:denise.jarrett@nice.org.uk">denise.jarrett@nice.org.uk</a></p>	
<b>2. Declarations of Interests</b>	<p>The Chair asked the LGRG if they had any additional declarations of interest.</p> <p>There were no further declarations made.</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 Substance Misuse</b>            Consideration of the draft document (effectiveness/ cost effectiveness/ epidemiology/ return on investment/ key audiences and local data)            Recommendations for amendment</p>	<p>Professor Mike Kelly, Centre Director for Public health introduced the Briefing and explained its history. In 2012 a NICE Quality Standard on substance misuse, based on the NICE clinical guidelines, was published. This was before the transit of public health responsibility to Local authorities happened in April 2013. The National Treatment Agency (NTA) raised concerns on whether the Local Authorities would have comprehensive current advice from NICE on substance misuse.</p> <p>Therefore, this Briefing was developed by NICE to embrace everything that NICE had published on substance misuse, from both clinical and public health perspectives. Chris Carmona, lead analyst for this topic joined by video-conference to introduce a first draft of this Briefing, and asked for feedback on its progress so far.</p> <p>There was time for discussion and comment. The LGRG were positive on the progress so far, and made recommendations for amendment. The title of the Briefing was discussed and suggestions made for revision.</p> <p><b>Action: NICE to revise and bring to a later LGRG meeting</b>  <b>Action: NICE to consider the title of the Briefing</b></p>	<p><b>NICE</b>  <b>NICE</b></p>
<b>5. Health Checks</b> Feedback from Road Testing	<p>Antony Morgan, Associate Director for both topics (Health Checks and Community Engagement) at the road testing gave a short presentation outlining feedback from the road testing of this Briefing. This</p>	

	<p>took place at Hertfordshire County Council (15<sup>th</sup> January 2014).</p> <p>The Council had been very welcoming to the NICE team, but was unfamiliar with the NICE public Health remit, so signposting to examples of good practice could be useful to Local Authorities, possibly via the NICE Shared learning database</p> <p><b>Action: NICE to bring Shared Learning Database to a future LGRG meeting</b></p>	<b>NICE</b>
<b>6. Health Checks</b> Final Viewing	<p>Hilary Chatterton, lead analyst for the Health Checks Briefing gave a short presentation on the feedback from the road testing and introduced the second draft of the Briefing.</p> <p>This Briefing is not a direct derivative from one piece of NICE guidance so the evidence base and the process for the health checks needed to be examined</p> <p>The LGRG discussed the Briefing further and examined how this Briefing would be used and interpreted, and suggested that NICE consider disaggregating the process around health checks to make it more explicit within the Briefing.</p> <p>This included: The take up of health checks, practical examples of who should be invited for health checks, and the importance of there being follow up once a health issue is identified.</p> <p>The LGRG agreed that promoting and improving the take up of health checks is important as it reduces the absolute health risks to an individual, but commented that it does not necessarily reduce the relative health inequalities of society.</p> <p>The Briefing was approved</p>	
<b>7. Community Engagement</b> Final Viewing	<p>Antony Morgan gave additional feedback, specifically on the Community Engagement Briefing, and advised the LGRG that the NICE guidance on Community engagement is currently being updated.</p> <p>The original guidance was written with an NHS audience in mind. The road testing indicated that the council wanted the Briefing to acknowledge the partners that local authorities work with and acknowledge current practice and culture.</p> <p>Antony explained that NICE would value examples of Local authority case studies on effective engagement and innovative ways to provide effective services.</p> <p><b>Action: LGRG to forward these to Antony Morgan</b></p>	

	<p><a href="mailto:antony.morgan@nice.org.uk">antony.morgan@nice.org.uk</a></p> <p><b>Action: LGRG to forward case studies and examples of innovations to NICE team</b></p> <p>The LGRG encouraged the NICE team to consider the value of positive engagement with the community as separate from the engagement which leads the community to improve their health. The LGRG agreed that cost effectiveness of engagement was vital.</p> <p>The Briefing was approved</p>	<p><b>LGRG</b></p> <p><b>LGRG</b></p>
<b>8. Pathways</b>	<p>Alison Lake, Senior Medical editor at NICE gave a presentation to the LGRG on NICE Pathways, which are a concise guide to all the recommendations in public health guidance, and how they relate to other NICE guidance.</p> <p>The Pathway is created in tandem with the guidance. Over 80% of NICE guidance is now accessible via Pathways.</p> <p><a href="http://pathways.nice.org.uk/">http://pathways.nice.org.uk/</a></p> <p>The LGRG were impressed with the content and ease of use of the Pathways.</p>	
<b>9. Update on quality standards consultation</b>	<p>The consultation on quality standards finished end of 2013. Mike Kelly will update the LGRG regarding the outcome at the March LGRG meeting.</p>	
<b>10. Local Government Chronicle Events</b>	<p>LGRG suggested that we take part in the Local Government Chronicle awards. As a result, NICE has offered a prize. 8 councils were shortlisted. The winner will be announced on 12th March and Mike will update the LGRG at the next meeting.</p> <p>Mike Kelly thanked the LGRG for the suggestion and said that the bids reflected the excellent work by Local Authority Public health teams.</p>	
<b>11. Public Health England and NICE</b>	<p>There was a brief discussion about the ways of working with Public Health England.</p>	
<b>13. LGRG next steps</b>	<p><b>Body Mass Index and Improving Access to Services – publishes 22<sup>nd</sup> January 2014</b></p> <p><b>Community Engagement Briefing – publishes 26th February 2014</b></p> <p><b>Health Checks Briefings – publishes 26<sup>th</sup> February 2014</b></p> <p><b>Substance misuse Briefing – publishes 31<sup>st</sup> May 2014</b></p>	
<b>14. Minutes of the last meeting</b>	<p>The minutes of LGRG 11 were accepted as an accurate record of the meeting and were approved.</p>	

<b>16. AOB</b>	<ul style="list-style-type: none"> <li>• Social care members to join the LGRG in May 2014</li> <li>• Suggested Integration of LGRG and Public Health Advisory committees was made by a member of LGRG  <b>Action: NICE team to discuss at CPH Senior Team</b></li> <li>• Suggestions for future Briefings were discussed  <b>Action: NICE team to discuss at Local Government Internal Steering Group</b></li> <li>• Dagmar Zeuner has become a PHAC member, so has decided to resign from LGRG due to workload. The Chair and Mike Kelly thanked Dagmar for her hard work and her contribution to the work of LGRG</li> </ul>	<p><b>NICE</b></p> <p><b>NICE</b></p>
<b>Close</b>	The meeting closed at 1.30 pm	

**Next meeting of the Local Government External reference group: Friday 28th March 2014, 10am, NICE, Level 1a, City Tower, Piccadilly Plaza, Manchester, M1 4BD**