

**NICE Local Government Public Health External Reference Group  
Meeting 2**

**Friday 25<sup>th</sup> May 2012**

**Venue: NICE offices, Level 1A, City Tower,**

Piccadilly Plaza, Manchester, M1 4BD

**Final Minutes**

<b>Attendees:</b>	<p><b><i>LGRG Members</i></b> Liz Blenkinsop, Penny Byrne, Rachel Flowers, John Illingworth, Sharan Jones, Jonathan McShane, Carolyn Rule (left at 2.45pm), Gerald Tompkins, Derek Ward, Phillip Woodward (Chair), Dagmar Zeuner</p> <p><b><i>NICE Team</i></b> Victoria Axe (VC), Phil Boorman ( am only), Hilary Chatterton ( am only), Nick Doyle ( pm only), Simon Ellis, Jane Huntley, Denise Jarrett, Sue Jelley (am only by VC), Mike Kelly, Patricia Mountain, Lesley Owen, Louise Sinnott, Simon Wilde, Clare Wohlgemuth</p>
<b>Apologies:</b>	<p><b><i>LGRG Members</i></b> Paul Brookes, Dave Burnham , Maggie Rae, Ian Reekie,</p>

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<b>Version</b>	Draft 1
<b>Audience</b>	

Item		Action
<b>1.1 Welcome and introductions</b>	<p>The Chair welcomed everyone to the second Local Government Reference Group (LGRG) meeting. The Chair welcomed John Illingworth, who is a new member of the group. Apologies for absence were noted from Paul Brookes, Dave Burnham, Maggie Rae and Ian Reekie,</p> <p>The Chair welcomed members of the public to the meeting.</p>	
<b>2.2. Declarations of Interests</b>	<p>The group individually declared their conflicts of interest. Previous full declarations of interest are available on LGRG 1 on the NICE website</p> <p>Additional declarations were requested</p> <p><u>Personal Pecuniary Interest</u> None</p> <p><u>Personal Family Interest</u> Phillip Woodward declared that both his son and daughter in law work as physiotherapists in the health care industry, public and private sectors.</p> <p>Dagmar Zeuner declared that her partner is a publisher of a sports magazine to promote open water swimming (H2Open, ZG Publishing).</p> <p><u>Non-personal pecuniary Interest</u> All Members may have advocacy interests. Dagmar Zeuner, Rachel Flowers and Derek Ward indicated that, as Directors of Public Health, their work may involve the potential to receive grants and commission services and R &amp; D work.</p> <p>·</p> <p><u>Personal non-pecuniary interest</u> Phillip Woodward as indicated at LGRG 1.</p>	
<b>2.3. Update on Terms of Reference and Standing Orders</b>	<p>Mike Kelly (MK) gave an update on the Terms of Reference and Standing Orders. These have been approved by the Senior Management Team of NICE and subsequently received NICE Board approval.</p>	
<b>2.4. Aims of the meeting</b>	<p>The Chair clarified that the briefing papers that the LGRG are developing are derivative from the already published NICE public health guidance. The purpose of these is to signpost local authorities to relevant published guidance. Consequently, they are not subject to stakeholder consultation.</p> <p>The Chair informed the group of the aims of the meeting</p> <ul style="list-style-type: none"> <li>• To hear presentations from internal NICE teams; External Communications and editing.</li> </ul>	

	<ul style="list-style-type: none"> <li>• To discuss Return on Investment</li> <li>• To discuss/approve the second draft of Briefing paper 1 – Physical activity</li> <li>• To discuss/approve the second draft of Briefing paper 2 – Workplace health</li> <li>• Consideration of the first draft of Briefing paper 3 – Tobacco</li> </ul>	
<b>2.5 Communication strategy</b>	<p>Simon Wilde Associate Director, External Communications NICE gave an overview of the NICE Communications strategy for NICE public health and local government. The LGRG made comments on the strategy</p> <p><b>Action: External Communications to make agreed amendments to policy</b></p> <p><b>Action: External Communications to follow up suggestions on potential dissemination partners</b></p> <p><b>Action: NICE team to feedback to NICE R &amp; D the suggestion of future work with NIHR</b></p>	NICE team
<b>2.6. The role of editing in NICE</b>	<p>Sue Jelley, senior editor at NICE gave a short presentation which outlined the role of editing and the corporate style of all NICE products.</p> <p><b>Action: Add to 29<sup>th</sup> June LGRG 3 presentation of the web viewer format of NICE briefings</b></p> <p><b>Action: Add to 29<sup>th</sup> June LGRG 3: Feedback on the road testing meeting that takes place on 21<sup>st</sup> June in Gloucester</b></p>	<p>NICE team</p> <p>NICE team</p>
<b>2.7. Return on Investment Paper Discussion</b>	<p>Mike Kelly, Centre Director, Public Health NICE gave an introduction to the NICE return on investment project. In July 2011, NICE received a referral to develop a prototype model for local authority commissioners showing the potential return on investment (ROI) for health improvement interventions. Initially the work is focussing on tobacco control.</p> <p>Lesley Owen, Technical Advisor (health economics) gave a presentation on the NICE Return on Investment giving locally based examples. Lesley demonstrated an Excel model which shows the return on investment for smoking cessation initiatives. The tool is able to use local data to model the return on investment</p> <p>There was time for the committee to ask questions and discuss the potential of the model.</p> <p><b>Action: to discuss the possibility of working with PHE on this</b></p> <p><b>Action: consider a future scheduling of this model a later LGRG</b></p>	NICE team
<b>2.8 Briefing Paper 1</b>	Jane Huntley, Associate Director at NICE, introduced	

<p><b>– Physical Activity Evidence and sources for the briefing</b></p>	<p>the second draft <b>Briefing Paper 1 – Physical Activity.</b> The group discussed the content and structure of the Physical Activity Briefing Paper. The group suggested a number of amendments.</p> <p><b>Action: It was agreed small tracked changes could be sent to Jane Huntley by individual members.</b> <b>Action: Final version to come to LGRG 3 meeting 29<sup>th</sup> June after Road Testing.</b></p>	<p><b>LGRG</b> <b>NICE Team</b></p>
<p><b>2.9 Briefing Paper 2 – workplace health</b></p>	<p>Jane Huntley, Associate Director at NICE, introduced the second draft: <b>Briefing Paper 2 – Workplace Health</b> The group discussed the content and structure of the Workplace Health briefing Paper. The group suggested a number of amendments.</p> <p><b>Action: It was agreed small tracked changes could be sent to Jane Huntley by individual members.</b> <b>Action: Final version to come to LGRG 3 meeting 29<sup>th</sup> June after Road Testing.</b></p>	<p><b>LGRG</b> <b>NICE Team</b></p>
<p><b>2.10 Briefing Paper 3 – Tobacco Consideration of the document</b></p>	<p>Simon Ellis, Associate Director at NICE, introduced the first draft: <b>Briefing Paper 3 – Tobacco</b></p> <p>Simon gave an overview and the context of the briefing. There have been many pieces of guidance by NICE on the various aspects of smoking cessation which this briefing draws on. The group discussed the content and structure of the Tobacco Briefing Paper. The group considered the document in regard to the effectiveness, cost effectiveness, epidemiology, return on investment, key audiences and local data. There was a discussion on the use of QALY (quality-adjusted life years measurement)</p> <p>Mike Kelly summarised</p> <ul style="list-style-type: none"> <li>• There is a way of measuring expenditure on health improvement and protection initiatives to judge if they provide good value for money; that is the QALY</li> <li>• When one compares the value of clinical interventions versus Public Health interventions - Public Health generally comes out better value for money</li> <li>• The QALY is a helpful guide to decision making but is not the only factor to be considered. Return on investment is a different concept.</li> </ul> <p><b>Action point: NICE team to consider producing a Briefing paper on the QALY/value for money and a range of related topics for use in Local Government.</b></p>	<p><b>NICE team</b></p>
<p><b>2.10.2 Briefing Paper 3 – Tobacco Recommendations</b></p>	<p>The group suggested recommendations for amendment <b>Action: NICE team to amend and bring the next</b></p>	<p><b>NICE team</b></p>

for amendment	<b>draft of Briefing Paper 3 – Tobacco to LGRG 3 on 29<sup>th</sup> June.</b>	
<b>2.10.3 Briefing Paper 3 – Summary of discussions</b>	The Chair thanked the group for their useful contribution.	
<b>2.11 NICE Resources to meet Public Health Outcomes: Mapping document</b>	<p>Nick Doyle, from the Corporate Office gave a short presentation on the <b>mapping document</b>, which builds on an earlier document linking NICE guidance with the former National Indicator Set. This is still in development. It is in Excel format to enable ease of updating, expansion and flexible use, particularly via the NICE website. It will include relevant clinical guidance and public health, social care, and clinical quality standards.</p> <p>There was a discussion on how the mapping document can be made most useful to local authority audience.</p> <p><b>Action: feedback/comments to be taken back to the Digital Steering Group</b></p>	<b>NICE team</b>
<b>2.12 DH Policy Leads</b>	<p>Mike Kelly -The members of the LGRG had received a copy of an email from Paul Stonebrook, the physical activity policy lead at DH, who had sent helpful comments on the Physical activity briefing paper. The policy leads that relate to tobacco and workplace health are also engaged with the Briefing papers relevant to their areas.</p> <p>This engagement and comments received were viewed as helpful although this input does not change or influence the independence of the Local Government Reference Group.</p>	
<b>2.13 Optional attendance</b>	<p>Mike Kelly asked the LGRG if they were interested in attending as observers at any or all of the following:</p> <ul style="list-style-type: none"> <li>• Public Health Intervention Advisory Committee – Manchester – 20<sup>th</sup> July Manchester NICE offices</li> <li>• Public Health Intervention Advisory Committee – Manchester – 14<sup>th</sup> September London NICE offices</li> <li>• Decision Workshop – London offices - 1<sup>st</sup> June</li> </ul> <p>If members are interested please contact Natalie Bartle <a href="mailto:Natalie.bartle@nice">Natalie.bartle@nice</a>.</p>	
<b>2.14 Suggestions for further Local Government Briefings or Public</b>	<p>The following were agreed to be progressed to the NICE public Health Topic Selection process for discussion</p> <ul style="list-style-type: none"> <li>• Economics</li> </ul>	

<b>Health Guidance</b>	<ul style="list-style-type: none"> <li>• Role of social care and public health</li> <li>• QALYs</li> <li>• Recovery, alcohol or drug issues, move from a harm reduction model to a recovery model</li> </ul>	
<b>2.15 Next steps</b>	<p>Briefings amended by the NICE Team 28<sup>th</sup> May – 7<sup>th</sup> June</p> <p>Briefings sent to the editors 12<sup>th</sup> June</p> <p>Mail out 19<sup>th</sup> June</p> <p>Road Testing – Gloucester 21<sup>st</sup> June</p> <p><b>LGRG 3</b> 29<sup>th</sup> June</p> <p>Briefings amended by the NICE Team 2<sup>nd</sup> July – 4<sup>th</sup> July</p> <p>Briefings sent to the editors 6<sup>th</sup> July</p> <p>Guidance Executive 17<sup>th</sup> July</p> <p><b>Publication of Batch 1</b> 25<sup>th</sup> July</p>	
<b>2.16 Minutes of LGRG 1</b>	Minutes were approved with one minor amendment relating to the role of Directors of Public Health and declarations of interest.	
<b>2.17 AOB</b>	Members were asked to note the change of venue for December LGRG meeting from London to Manchester	
<b>Close</b>	The meeting closed at 3pm	