

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

Meeting 14

Friday 28th March 2014

Venue: Mercure Hotel, Piccadilly Plaza, Manchester, M1 4BD

Final Minutes

Attendees:	<p><i>LGRG Members</i> Phillip Woodward (Chair), Paul Brookes, Penny Byrne, Sharan Jones (left at 14.15pm), Liz Blenkinsop, Dominic Harrison, Teresa Heritage</p> <p><i>NICE Team</i> Victoria Axe, Christopher Bird (arrived at 1pm/left at 2.30pm), Chris Carmona (left at 12.30pm), Simon Ellis (arrived at 11.20am/left at 12.30pm), Mike Kelly, Charlotte Haynes (left at 11am), Andrew Hoy (arrived at 1pm/left at 1.30pm), John McLean (arrived at 1pm/left at 2pm), Lakshmi Murthy (arrived at 1pm/left at 1.30pm), Kay Nolan (left at 11am), Linda Sheppard (arrived at 11.20am/left at 12.30pm), Catherine Swann (arrived at 1pm/left at 1.30pm),</p> <p><i>Observers</i> Emilene Coventry (NICE), Jessica Fielding (NICE), Keith Cunliffe (LGRG member from May 2014, left at 12.30pm), Gary Bickerstaff (LGRG members from May 2014, arrived at 10.30am)</p>
Apologies:	<p><i>LGRG Members</i> Dave Burnham, Rachel Flowers, John Illingworth, Patricia Mountain, Maggie Rae, Ian Reekie, Derek Ward</p>

Author	VA
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Version	Final
Audience	LGRG members, NICE team, the public (via web publication)

Item		Action
1. Welcome and introductions	<p>The Chair welcomed everyone to the fourteenth Local Government Reference Group (LGRG) meeting.</p> <p>The Chair conveyed the apologies received. These are recorded above. It was noted that Derek Ward had emailed comments on the briefing and the Chair communicated these to the group during the meeting.</p> <p>It was noted that although there were less than 50% of the group in attendance, quoracy rules had been relaxed for this reference group and therefore the meeting could continue.</p> <p>The Chair welcomed the observers to the meeting.</p> <p>The Chair went through the housekeeping rules.</p> <p>The Chair informed the group that Maggie Rae and Jonathan McShane have resigned from the group. The Chair formally thanked both members for their contribution to the development of briefings. NICE are currently recruiting for a Director of Public Health and a Local Government Councillor.</p> <p>Action: The LGRG to share this recruitment advert more widely among relevant organisations.</p> <p>The Chair noted that an article had been published in the Local Government Chronicle encouraging people to join a NICE committee.</p>	LGRG
2. Declarations of Interests	<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 http://www.nice.org.uk/aboutnice/whatwedo/aboutpublichealthguidance/LGRG.jsp </p>	
3,4 HIV Testing Consideration of the draft document (effectiveness/ cost effectiveness/ epidemiology/ return on investment/ key audiences and local data) Recommendations	<p>Kay Nolan (KN), Associate Director at NICE and Chris Carmona (CC), analyst at NICE introduced the briefing on HIV Testing.</p> <p>The LGRG were invited to comment on the briefing and a number of amendments were suggested.</p> <p>These included:</p> <ul style="list-style-type: none"> • Adding in further information on other epidemiological groups who are at risk of HIV 	

<p>for amendment Summary of discussion and agreed actions</p>	<p>including young people and sex workers.</p> <ul style="list-style-type: none"> • Focusing further on “making every contact count” within the briefing • Expanding the list of organisations that would find this briefing relevant. • Noting ways of offering support to those who have HIV and providing further links on where organisations can get high quality information on testing. • Noting the long term care and mental wellbeing needs of those who have HIV. • Noting the symptoms of HIV and the impact of suffering that having HIV may cause. • Outlining the roles of CCGs, NHS England, PHE and commissioners within the key messages section <p>Action: NICE to discuss amending the current template with the editors as it was noted that there are too many links which distract from the written text.</p> <p>The NICE team noted that they have met with BIHVA to discuss the commissioning of the update of the current HIV guidelines with a view to broaden the target groups the recommendations are based on. It was agreed that NICE would summarise this information in the introduction of the briefing.</p> <p>KN asked the LGRG if the action plan was relevant and whether or not it was too clinical.</p> <p>The group agreed that HIV should be framed as a long term condition in order for it to be prioritised within local government and that this should be added to the action plan.</p> <p>KN noted that this briefing will be road tested with Warwickshire and the Halve It charity before its publication in June.</p>	<p>NICE Team</p>
<p>5,6. Domestic Violence Consideration of the draft document (effectiveness/ cost effectiveness/ epidemiology/ return on investment/ key audiences and local data) Recommendations for amendment Summary of</p>	<p>Charlotte Haynes (CH), analyst at NICE, introduced the briefing on Domestic Violence.</p> <p>The LGRG were invited to comment on the briefing and a number of amendments were suggested.</p> <p>These included</p> <ul style="list-style-type: none"> • Adding in further information on the role of the police and how local authorities should work with police. It was suggested that examples of this could be taken from ACPO. • Adding in reference to safe guarding boards • Rewriting certain paragraphs to ensure that the 	

<p>discussion and agreed actions</p>	<p>message given is more prominent.</p> <ul style="list-style-type: none"> • Expanding the list of organisations that would find this briefing relevant. • Adding in references to the 2002 Adoption Children's Act and including further information around adverse childhood experiences • Adding in further explanation expanding on the value of human and emotional costs from preventing Domestic Violence. • Including further information around partnership working and multi-agency communication and multi-agency safeguarding hosts as a model of response • Noting the causal pathway and the risks which can make people more exposed to incidences of domestic violence <p>The NICE team noted that when the <i>Domestic violence and abuse - how services can respond effectively</i> guideline was launched in February 2014 there were three key messages:</p> <ul style="list-style-type: none"> • Partnership working • Three tier training • Communicating effectively that domestic violence is a highly significant public health problem. <p>Action: The NICE team to ensure that these key messages are incorporated into the briefing and that they apply to local authority staff as well as NHS staff.</p> <p>The LGRG agreed that although more information was needed within the briefing, the NICE team should not remove any of the current information.</p>	<p>NICE Team</p>
<p>7,8. Looked-after Children Consideration of the draft document (effectiveness/ cost effectiveness/ epidemiology/ return on investment/ key audiences and local data) Recommendations for amendment Summary of discussion and agreed actions</p>	<p>Simon Ellis (SE), Associate Director at NICE, and Linda Sheppard (LS), analyst at NICE, introduced the looked-after children briefing.</p> <p>The LGRG were invited to comment on the briefing and a number of amendments were suggested.</p> <p>These included:</p> <ul style="list-style-type: none"> • Expanding the list of organisations that would find this briefing relevant. • Expanding the reference to the role that commissioners play in caring for looked-after children • Incorporating more information into the introduction for those people who may not have an opportunity to read the entire briefing • Drawing further attention to inter local authority working 	

	<p>The NICE team noted that there is a need to encourage local authorities to use the current pathways.</p> <p>The need for the NICE editing team to amend the template due to high volumes of web links was again noted.</p> <p>The group agreed that they would not want to see the breadth of the document narrowed.</p> <p>Action: The NICE Team to liaise with the Social Care team in regard to their guideline on the Transition from children's to adult services</p>	NICE Team
<p>9,10. Tackling Drug Use Feedback from Road Testing and Final Viewing</p>	<p>SE and CC gave feedback from the road testing on the tackling drugs briefing that took place in Hertfordshire. CC also noted the feedback received from PHE and Department of Health.</p> <p>MK reminded the group of the process and methods of the Local Government Reference Group. These state that briefings are based on already published NICE guidance. It was noted that this briefing covers seven pieces of NICE guidance (public health guidance, clinical guidelines and technology appraisals) and a quality standard. However there was further discussion over whether the briefing should incorporate other guidance that was not accredited by NICE but had been used to develop the NICE quality standard.</p> <p>Action: The NICE team to report back to Guidance Executive that the group had decided that the briefing should, as usual, only be based on NICE guidance. Further, to note that the quality standard was in part based on sources that had not been accredited by NICE.</p> <p>CC further noted that the piece of work that was recorded in the quality standard but not in the briefing was the establishment of the recovery agenda as the way forward for drug services.</p> <p>The LGRG were invited to comment further on the feedback received and a number of amendments to the briefing were suggested. These included:</p> <ul style="list-style-type: none"> • Highlighting the cost data in the briefing • It was agreed to keep the alcohol and substance misuse briefings separate as although there are cross overs between the two the approaches to each problem are different • Adding in reference to crime commissioners 	NICE Team

	<ul style="list-style-type: none"> Adding in the acknowledgement that the landscape around substance misuse is continually changing. <p>There was a discussion about focusing on pieces of guidance other than NICE accredited sources and it was suggested that this briefing should not be read in isolation.</p>	
11. Using Evidence in Practice	<p>Andrew Hoy (AH), analyst at NICE, Lakshmi Murthy (LM), analyst at NICE, and Catherine Swann (CS), Associate Director at NICE, presented some initial thoughts on a briefing on using evidence in practice.</p> <p>The NICE team asked the LGRG for guidance on how to develop this briefing.</p> <p>There was a discussion about the BMA analysis and the evidence bases in non-health spend of local government. There was a discussion of evaluation in practice and including the JSNA and data sharing in this briefing.</p> <p>It was suggested that this briefing include case studies of local community projects, an example of which could be the evidence for the twenty mile an hour speed limits that are currently not broadly adopted. It was noted that the methodology from these case studies could be applied to all local government decisions, not just public health ones.</p> <p>The LGRG suggested that communicating health risk would be a useful topic for NICE Public Health to write guidance on. The LGRG also suggested a briefing on the development, explanation and evaluation of risk.</p> <p>Action: The NICE Team to add these suggestions to the NICE internal topic selection process.</p>	NICE Team
12. Social Care Update	<p>John McLean (JM), Programme Manager for Social Care at NICE, discussed the role of Social Care at NICE. A long list of topics for referral went out for consultation from February to April 2013. JM informed the group that the Social Care department currently have twelve topics in development in the Social Care future work programme.</p> <p>It was noted that the first social care local government briefing will be on Care Homes and will incorporate three elements, mental wellbeing in older people, medicines management and dementia.</p> <p>Action: NICE to confirm at the next meeting the time scales for the social care local government</p>	NICE Team

	briefings.	
13. NICE Shared Learning Database	<p>Christopher Bird (CB), Assistant Project Manager for Accreditation & Quality Assurance at NICE, gave a presentation on the Shared Learning Collection at NICE.</p> <p>CB asked for the group to give suggestions of how NICE can encourage more submissions from local government and how NICE could raise the profile and usage of Shared Learning resources by Local Government.</p> <p>The group suggested a number of areas of communication including the LGA, Local Government Chronicle, Local Government Networks and professional journals.</p> <p>Action: LGRG to feedback suggestions of professional journals to the NICE Team.</p>	LGRG
14. Return on Investment: Public Health England	<p>Mike Kelly, Centre Director at NICE, updated the group on PHE's local authority spend and outcomes tool in alignment with the NICE Return on Investment Tool.</p> <p>In April this tool will be ready for testing and PHE have asked for volunteers from the LGRG group to help with this. Testing would involve accessing the tool and giving feedback on email or via telephone interview.</p> <p>Action: The LGRG to contact the NICE team if they are interested in testing the PHE local authority spend and outcomes tool.</p> <p>Action: The NICE team to email the LGRG with further information on this spend and outcomes tool.</p>	<p>LGRG</p> <p>NICE Team</p>
15. Recommendations for future Local Government Briefings	<p>The Chair asked the LGRG if they wished to make any recommendations for future local government briefings.</p> <p>The suggestion of a briefing on Evaluation of health risk had already been made.</p> <p>There were further suggestions for a briefing on resilience, self-care and social solidarity and it was asked if there is any evidence around this area of people taking responsibility for their own health.</p> <p>There was also a suggestion for a briefing on social wellbeing and mental health in younger children.</p> <p>Action: The NICE team to take forward these</p>	NICE Team

	suggestions to their internal steering group.	
16. LGRG next steps	<p>The next steps were as follows:</p> <p>Tackling Drug Use Briefing – publishes 21st May 2014. It was also noted that on 6th April the guidance on Needle and Syringe programmes would be published.</p> <p>Looked-After Children, Domestic Violence and HIV Testing – publishes 25th June 2014.</p> <p>Using Evidence in Practice and Health Visiting Briefings – publishes 24th September</p> <p>Prevention of Premature Mortality – publishes 22nd October 2014.</p>	
17. Minutes of the last meeting	<p>With the exception of one amendment the minutes of LGRG 13 were confirmed as an accurate record of the meeting.</p> <p>Action: NICE team to amend the minutes in line with the LGRG request</p> <p>MK noted that the consultation on the list of quality standards finished before Christmas and a final list of potential quality health standards will go to ministers before Easter 2014 for sign off.</p>	NICE Team
16. AOB	<p>It was noted that NICE pathways will not be presented as an “app” but would be available on all mobile platforms shortly.</p> <p>Action: LGRG members who wish to be involved in the testing of pathways to contact the NICE Team</p> <p>Action: The NICE team to contact those members who were absent to ask if they wish to be involved in the testing of pathways.</p> <p>MK noted that NICE recently sponsored an LGC Award which was given to South Tyneside for their project on making every contact count. Buckinghamshire County Council was also highly commended. MK commented on how gratifying it had been to view the applications which had come through.</p> <p>MK noted that on 26th March NICE published the guideline and local government briefing on Contraceptive Services.</p>	<p>LGRG</p> <p>NICE Team</p>
Close	The meeting closed at 14.45pm	

Final minutes of LGRG 14 meeting 28th March 2014 for LGRG approval

Next meeting of the Local Government External reference group: Friday 16th May 2014, 10am, NICE, Level 1a, City Tower, Piccadilly Plaza, Manchester, M1 4BD