

**NICE Local Government Public Health External Reference Group  
Meeting 5**

**Friday 28th September 2012  
Venue: NICE offices, Level 1A, City Tower,**

Piccadilly Plaza, Manchester, M1 4BD

**Final Minutes**

<b>Attendees:</b>	<p><b>LGRG Members</b> Phillip Woodward (Chair), Liz Blenkinsop, Penny Byrne, Dave Burnham, Paul Brookes, Rachel Flowers, John Illingworth, Sharan Jones, Gerald Tompkins, Derek Ward</p> <p><b>NICE Team</b> Mike Kelly, Hugo Crombie (HC), Nick Doyle (via VC), Charlotte Haynes (via TC), Rachel Kettle, Lesley Owen, (via VC), Antony Morgan (via VC), Patricia Mountain, Pete Shearn, Catherine Swann (via VC), Victoria Axe (via VC)</p> <p><b>Observers</b> Alix Johnson (NICE)</p>
<b>Apologies:</b>	<p><b>LGRG Members</b> Jonathan McShane, Maggie Rae, Ian Reekie, Carolyn Rule, Dagmar Zeuner.</p> <p><b>NICE Members</b> Jane Huntley</p>

<b>Author</b>	VA
<b>File Ref</b>	Final minutes of LGRG 5 meeting 28 <sup>th</sup> September 2012
<b>Version</b>	Final
<b>Audience</b>	<b>PDG members, NICE team, the public (via web publication)</b>

Item		Action
<b>1. Welcome and introductions</b>	<p>The Chair welcomed everyone to the fifth Local Government Reference Group (LRG) meeting.</p> <p>The Chair welcomed the member of the public to the meeting.</p> <p>The Chair informed the group that apologies had been received from Jonathan McShane, Maggie Rae, Ian Reekie, Carolyn Rule and Dagmar Zeuner.</p> <p>The Chair welcomed the observer, Alix Johnson, to the meeting.</p>	
<b>2. Declarations of Interests</b>	<p>The Chair asked the LRG if they had any additional conflicts of interest to declare.</p> <p>There were no further conflicts of interest made.</p> <p>The previously declared interests, noted at earlier meetings of LRG, are available here  <a href="http://www.nice.org.uk/aboutnice/whatwedo/aboutpublichealthguidance/LRG.jsp">http://www.nice.org.uk/aboutnice/whatwedo/aboutpublichealthguidance/LRG.jsp</a></p>	
<b>3. Feedback from Road Testing - Alcohol</b>	<p>Mike Kelly (MK) informed the group that the second batch of briefings had been road tested in Bury. MK summarised the main points of feedback from the road testing. MK informed the group that overall the response to these briefings had been positive.</p> <p>Pete Shearn (PS) and Antony Morgan (AM) gave a summary of the feedback from road testing specific to the Alcohol briefing. The LRG discussed the feedback and suggested a number of amendments.</p> <p><b>Action: Members of the LRG to email any suggested wording amendments to the NICE team.</b></p> <p>PS and AM left the meeting at 10.30am. Catherine Swann (CS) joined the meeting at 10.30am.</p>	LRG
<b>4. Feedback from Road Testing – Population health and inequalities</b>	<p>Rachel Kettle (RK) and CS gave a summary of the feedback from road testing specific to the population health and inequalities briefing. The LRG discussed the feedback and suggested a number of amendments.</p> <p><b>Action: Members of the LRG to email any suggested wording amendments to the NICE team.</b></p> <p><b>Action: MK to incorporate his suggested wording amendments to the briefing.</b></p>	LRG MK

	CS and RK left the meeting at 11am. Nick Doyle (ND) joined the meeting at 11am.	
<b>5. Feedback from Road Testing – Public Health Outcomes Framework</b>	<p>MK introduced the public health outcomes framework briefing and noted that it would only be viewed once by the LGRG.</p> <p>ND gave a summary of the feedback from road testing specific to the public health outcomes framework briefing. The LGRG suggested a number of amendments.</p> <p><b>Action: Members of the LGRG to email any suggested wording amendments to the NICE team.</b></p> <p><b>Action: MK to speak to the Communications Team in regards to creating an “App” for this briefing.</b></p> <p><b>Action: MK and ND to speak to the editors at NICE in regards to listing all of the indicators, acknowledging whether there is NICE guidance for all of these and creating a column that mentions the effect on public health.</b></p> <p>ND left the meeting at 11.30am.</p> <p>Lesley Owen (LO) and Antony Morgan (AM) joined the meeting at 11.45am.</p>	<p><b>LGRG</b></p> <p><b>MK</b></p> <p><b>MK and ND</b></p>
<b>6. Briefing Paper 7 – Health economics, cost effectiveness and return on investment</b>	<p>LO presented the seventh briefing paper, Health economics, cost effectiveness and return on investment. The Chair invited the LGRG to comment on the briefing.</p> <p>The LGRG suggested a few amendments. The LGRG asked the NICE Team to concentrate on the key messages, who the target audience would be and what the communication target was throughout the drafting of these briefings. It was suggested that LO should talk to Local Authorities who are directly responsible for data.</p> <p><b>Action: LO to look at the Population Health and Inequalities briefing to see how they word certain definitions.</b></p> <p><b>Action: LO to use the current description of QALYs from the NICE website in the briefing.</b></p> <p>A discussion began in regards to the relationship between NICE, Public Health England and Local Authorities. It was asked that the history of public health be more widely known.</p>	<p><b>LO</b></p> <p><b>LO</b></p>

	<b>Action: NICE to put this topic onto the agenda for November 2012.</b>  LO, AM and Dave Burnham left the meeting at 12.30pm. Hugo Crombie (HC) joined the meeting at 1pm.	NICE Team
<b>7. Briefing paper 8 – Walking and Cycling</b>	HC presented the eighth briefing paper, Walking and Cycling. The Chair invited the LGRG to comment on the briefing.  The LGRG suggested a number of amendments.  HC left the meeting at 2.30pm. CS and Charlotte Haynes joined the meeting at 2.30pm.	
<b>8. Briefing paper 9 – Behaviour Change</b>	CS and CH presented the ninth briefing paper, Behaviour Change. The Chair invited the LGRG to comment on the briefing.  The LGRG suggested a number of amendments. It was suggested that the language and tone of the briefing be amended and that the briefing take a more focussed approach in order to differentiate this from the Behaviour Change Guidance Note.  CS and CH left the meeting at 3.15pm.	
<b>9. LGRG Next Steps</b>	MK presented the timelines for Batch 2 and Batch 3 and informed the group of the topics that would be looked at in Batch 4. MK also informed the group that there would be no meeting in October 2012.  Future LGRG meetings would take place on the following dates:  23 <sup>rd</sup> November 2012 14 <sup>th</sup> December 2012 11 <sup>th</sup> January 2013 8 <sup>th</sup> February 2013 15 <sup>th</sup> March 2013	
<b>9. Minutes of the Last Meeting</b>	The minutes of LGRG 4 were accepted as a correct record of the last meeting.	
<b>10. AOB</b>	The LGRG requested that NICE consider drafting a briefing on the following topics: <ul style="list-style-type: none"> <li>• The role of planning and development in the role of Public Health: what the impact is of good planning development on Public Health.</li> <li>• An explanation of how NICE would interact with other key organisations (CCG's, PHE, Local Authorities) in the new Public Health structures.</li> </ul>	

<b>11. Close</b>	The meeting closed at 3.25pm.	
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