

NATIONAL INSTITUTE FOR HEALTH AND CARE EXCELLENCE

**Public Health Advisory Committee B – Meeting 5
3rd December 2013**

**University of Manchester,
Core Technology Facility, 46 Grafton Street, Manchester,
M13 9NT**

Final Minutes

Attendees:	<p><i>PHAC Members</i> Alan Maryon-Davis (Chair), Jo Cooke ,Brendan Collins, Jakki Cowley, Sabrina Fuller, Rachel Johns(from 10.10am), Martin Landers , Mandy Murdoch, Peter Sims</p> <p><i>Co-optees</i> Ben Atkins</p> <p><i>NICE Team</i> Simon Ellis (SE), Linda Sheppard (LS), Charlotte Haynes (CH), Claire MacLeod (CM), Patricia Mountain (PM),Clare Wohlgenuth (CW)</p> <p><i>Review Teams</i> Cardiff University School of Dentistry: Ivor Chesnutt</p>
Apologies:	<p><i>PHAC Members</i> Daniela DeAngelis, Rebecca Harris,Elizabeth Kay,Richard Watt</p>

Author	PM
File Ref	Final minutes of PHAC 5 meeting held 3rd December 2013
Version	Final
Audience	PHAC members, NICE team, members of the public

Item		Action
<p>1. Welcome and objectives for the meeting</p>	<p>The Chair, Alan Maryon-Davis, welcomed the members of the Public Health Advisory Committee (PHAC B) to the fifth meeting on Oral Health Improvement.</p> <p>The members of the public were also welcomed to the meeting. The members of the public had been briefed already, both verbally and in writing by the NICE team, and the Chair reminded them of the protocol for members of the public, i.e. their role is to observe and they may not speak or ask questions. Also, no filming or recording of the meeting is permitted.</p> <p>The Chair reminded all present that the PHAC is independent and advisory, and that its decisions and recommendations to NICE do not represent final NICE guidance; and they may be changed as a result of public consultation.</p> <p>The Chair outlined the objectives of the meeting which included:</p> <ul style="list-style-type: none"> • To further develop the revised recommendations and considerations on oral health needs assessment • To further develop the recommendations on oral health improvement • To discuss the plans for fieldwork <p>The Chair informed the PHAC of apologies received. These are noted above.</p>	
<p>2. Declarations of Interests</p>	<p>The Chair explained that verbal declarations of interest are a standing item on every agenda and are recorded in the minutes as a matter of public record. The Chair asked the PHAC and attendees at the table, to declare any changes to the interests already declared, and any additional declarations. Previous declarations of interest can be viewed on the NICE website here http://guidance.nice.org.uk/PHG/61</p> <p>Non-personal pecuniary interest Ivor Chesnutt – Cardiff University School of Dentistry is undertaking an academic study funded by Department of Health on the relative cost effectiveness of fissure sealant versus fluoride varnish in a community setting.</p> <p>Personal family interest - Rachel Johns – her husband works for Hewlett Packard and her sister is a General Practitioner</p>	

	The Chair and Simon Ellis, Associate Director, agreed that the interests declared did not prevent the attendees at committee from fully participating in the meeting.	
3. Minutes of the last meeting	The review of the minutes was deferred to the next meeting.	
4 Recommendations for oral needs assessment	<p>Ivor Chesnutt gave a presentation to the PHAC, explaining that, following the presentation of the initial review of the evidence, the PHAC had asked if there may be evidence of relevance in existing reviews not covered by the initial search strategy. Extant reviews thought of possible relevance had been identified by members of the committee and NICE analysts.</p> <p>Simon Ellis reminded the PHAC that this is an additional supplementary work supporting the Bazian review work.</p> <p>The PHAC were interested in further information on the relative cost effectiveness of community based fissure sealant programmes versus fluoride varnish for school age children. The PHAC would be interested in that being part of the economic modelling</p> <p>Action point: NICE to take this forward with York Health Economics Consortium</p>	NICE
5 Developing recommendations on oral health improvement	<p>Linda Sheppard, lead analyst for this topic referred the PHAC to a paper tabled to at PHAC 4 (4.6) which covers outline recommendations. This was prepared by the NICE team, following the input of the committee at a previous meeting, and sets out a draft version of a life-course framework, how that framework might be used, and example recommendations were included. The sections that had not been covered at PHAC B 4 were discussed.</p> <p>LS explained that a separate piece of NICE public health guidance is being developed to cover the oral health needs of those in residential care. The discussion centred on those in domiciliary care and those living independently.</p> <p>The PHAC discussed the outline recommendations. Revisions and additions were agreed. The NICE team explained that there would be further opportunities for the PHAC to revise them.</p> <p>Action point: NICE to circulate draft recommendations to PHAC members for comment</p>	NICE

<p>7,8 Developing recommendations on oral health needs assessment</p>	<p>LS introduced Improving Oral Health: Oral Health Needs Assessments Draft recommendations. The PHAC considered Paper 5.5 OHNA Draft recommendations document based on:</p> <ul style="list-style-type: none"> • Committee discussion at PHAC B meetings 2 & 3 • The Cardiff Report – Paper 2.6a: An Overview of oral health needs assessments • Members of the committee who volunteered to help with drafting <p>The PHAC discussed the outline recommendations. Revisions and additions were agreed. The NICE team explained that there would be further opportunities for the PHAC to revise them.</p> <p>Action point: NICE to circulate draft recommendations to PHAC members for comment</p>	<p>NICE</p>
<p>9,10 Fieldwork plans Questions and discussion</p>	<p>Charlotte Haynes, analyst at NICE, explained that NICE public health guidance occasionally uses a fieldwork process, to test the draft recommendations with policy makers, commissioners and practitioners to explore how easy, feasible and acceptable the recommendations are to implement. Their experience and views are used to fine-tune the recommendations.</p> <p>There was time for suggestions and discussion by PHAC members which included:</p> <ul style="list-style-type: none"> • local authorities, e.g. local elected members, DPHs, Consultants in dental public health, local health and wellbeing boards, and commissioners • Dentists and other dental care professionals • Social care professionals • Education • Nutritionists • Others with a responsibility for promoting oral health <p>Action point: NICE team to ensure fieldwork includes appropriate representation of the differing professional groups impacted on.</p> <p>Simon Ellis asked the PHAC what types of experts would be useful to present expert testimony at PHAC 6 & 7 in January 2014.</p> <p>Action point: NICE team to invite to January PHAC meetings 6 & 7</p>	<p>NICE</p> <p>NICE</p>
<p>11,12 Summary of the day and next steps</p>	<p>The Chair summarised the agreed decisions and actions from the meeting and the next steps in the guidance development process.</p>	

13 AOB	<p>The next meeting is a two day meeting on Wednesday 22nd January 2014 & Thursday 23rd January 2014: Red Rooms 1 & 2, City Tower, Manchester M1 4BT</p> <p>PHAC members were reminded that NICE will only process expenses that are submitted within 3 months of the date incurred.</p>	
The meeting closed at 3.45		

DATE OF NEXT MEETING: Wednesday 22 January 2014 & Thursday 23rd January 2014

VENUE FOR NEXT MEETING: Red Rooms 1 & 2, City Tower, Manchester M1 4BT