

Workplace health: support for employees with disabilities and long-term conditions - Committee meeting

Date: 05/02/16

Location: NICE offices, Manchester, Dee
Level 1A, City Tower, Piccadilly Plaza, Manchester M1 4BT

Minutes: Confirmed

Committee members present:	
John Britton (Chair)	(Present for notes 1 – 7)
Jennifer Roberts	(Present for notes 1 – 7)
Susie Morrow	(Present for notes 1 – 7)
Jane Leaman	(Present for notes 1 – 7)
Patrick Saunders	(Present for notes 1 – 7)
Andrew Hopkin	(Present for notes 1 – 7)
Tess Mc Manus	(Present for notes 1 – 7)
Mark Gabbay	(Present for notes 1 – 7)
John Griffiths	(Present for notes 1 – 7)
Hilary Angwin	(Present for notes 1 – 7)
Mark Strong	(Present for notes 1 – 7)
Mandy Wardle	(Present for notes 1 – 7)

In attendance:		
Caroline Mulvihill	Technical Lead	(Present for notes 1 – 7)
James Jagroo	Senior Technical Analyst	(Present for notes 1 – 7)
Josephine Kavanagh	Technical Analyst	(Present for notes 1 – 7)

Jennifer Heaton	Assistant Project Manager	(Present for notes 1 – 7)
Simon Ellis	Associate Director	(Present for notes 1 – 7)
Daniel Tuvey	Information Specialist	(Present for note 4)

Observers:	
Alice Murray	Assistant Technical Analyst
Stephen Robinson	Assistant Technical Analyst
Juliet Kenny	Public Involvement Advisor

Apologies:	
Amanda Sowden	Committee member

1. Welcome and objectives for the meeting
<p>The Chair welcomed the Committee members and attendees to the first meeting on Workplace health: support for employees with disabilities and long-term conditions. The Committee members and attendees introduced themselves.</p> <p>The Chair welcomed the members of the public 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, whose role is to observe (they should not speak or ask questions). No filming or recording of the meeting is permitted. The Chair reminded all present that the Committee is independent and advisory, that its decisions and recommendations to NICE do not represent final NICE guidance, and that they may be changed as a result of public consultation.</p> <p>The Chair informed the Committee that Dagmar Zeuner has resigned from Committee D. The Chair thanked Dagmar for her invaluable contribution to the committee.</p> <p>The Chair informed the Committee that four new core members have been recruited to Committee D. They are:</p> <ul style="list-style-type: none"> • Hilary Angwin, Public Health Consultant, PHE/ NHS England • Patrick Saunders, Director, Carolan57 Ltd • Amanda Sowden, Deputy Director, CRD, University of York • Andrew Hopkin, ex-Assistant Director of environmental health and trading

standards, Derby City Council

The Chair informed the Committee that apologies had been received. These are noted above.

The Chair outlined the objectives of the meeting, which included:

- receive an overview of the guideline scope, related guidelines and context for the guideline
- discuss the evidence review protocols and research methodology
- discuss the findings of the draft evidence review 1
- discuss the queries regarding the evidence base and reviews to follow
- discuss the use of expert testimony

Introductions

2. Confirmation of matter under discussion, and declarations of interest

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was *workplace health: support for employees with disabilities and long-term conditions*.

The Chair asked everyone to verbally declare any interests.

Name	Job title, organisation	Declarations of Interest, date declared	Decision taken
John Britton	Professor of Epidemiology, University of Nottingham	I am a member of the board of Action on Smoking and Health, and I chair the tobacco advisory group of the Royal College of Physicians	No action needed
Jane Leaman	Divisional Consultant in Public Health - Public Health England - Health and Justice team	Employed by PHE	No action needed
Mark Strong	Clinical Senior Lecturer in Public Health, SchARR, University of Sheffield	I am employed by the University of Sheffield. The department in which I work, SchARR, holds various contracts with NICE.	No action needed

Mark Strong	Clinical Senior Lecturer in Public Health, ScHARR, University of Sheffield	In 2015 I worked briefly on a contract “methods for the assessment of managed entry agreements within the NICE Technology Appraisals programme” that was held by the NICE Decision Support Unit that is located in ScHARR.	No action needed
Jennifer Roberts	Professor of Economics, University of Sheffield	<p>As an academic I am in a department (Department of Economics, University of Sheffield) which may apply for research grants relating to public health and work on public health related projects.</p> <p>Projects I am currently involved in for which the University of Sheffield receives funding:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evaluation of the ‘Fulfilling Lives’ Programme: Supporting People With Multiple And Complex Needs. Funded by the National Lottery Fund <input type="checkbox"/> Evaluation of the Employer Ownership Pilot Round One. Funded by BIS <input type="checkbox"/> Creating and Exploring Digital Empathy Funded by the EPSRC. 	No action needed
Jennifer Roberts	Professor of Economics, University of Sheffield	<p>I act from time-to-time, on a private consultancy basis, as expert advisor on projects for CFE Research (www.CFE.org.uk) . CFE primarily work in the area of labour market, education and skills but occasionally they carry our health and public health related projects (see those marked * below).</p> <p>I am currently involved in 3 projects for which I receive direct payment from CFE:</p> <hr/> <ul style="list-style-type: none"> <input type="checkbox"/> Retrospective Assessment Against the NHS Outcomes Framework funded by the Dept of Health.* <hr/> <ul style="list-style-type: none"> <input type="checkbox"/> Evaluation of the Framework for Physical Activity Behaviour Change Funded by Macmillan Cancer Support.* <hr/> <ul style="list-style-type: none"> <input type="checkbox"/> Evaluation of the Creative Employment Program. Funded by Arts Council England 	No action needed

Jennifer Roberts	Professor of Economics, University of Sheffield	I am about to provide expert advice to Bayer and IMS Health around the conduct of analysis of utilities in diabetic macular oedema (DMO).	No action needed
Jennifer Roberts	Professor of Economics, University of Sheffield	As one of the developers of the SF-6D health valuation algorithm I regularly receive Royalty payments (via the University of Sheffield) for sales of commercial licenses for the SF-6D.	No action needed
John Griffiths	Director, Work2health Ltd	I am the director of a company specialising in the development of workplace health promotion	No action needed
Mandy Wardle	Associate Director Public Health, The Fit For Work Team	I am an employee of the Fit for Work Team a not for profit social enterprise which provides expertise and services which include biopsychosocial vocational rehabilitation and employment support for people who are employed and unemployed including people with a range of disabilities and Long term conditions including mental health, cancer, chronic pain CVD, learning disabilities and diabetes. We provide workplace health. We work locally regionally and nationally with a range of partners across sectors including PHE, DH and NHS England. As part of a national VCSE and government strategic partner programme we provide support an challenge to policy development and implementation and deliver key projects around work, worklessness and health and wellbeing.	No action needed
Mandy Wardle	Associate Director Public Health, The Fit For Work Team	I am a member of PHEs national health and work Advisory Board	No action needed
Mark Gabbay	Professor of General Practice ³ and HoD HSR, University of Liverpool	I am HoD of HSR at the University of Liverpool, the dept has a contract with NICE to produce evidence reviews	No action needed
Susie Morrow	Community member	Consultancy in research development to St Mary's University, Twickenham	No action needed
Susie Morrow	Community member	Shareholder in GO-OP Cooperative Limited – the public transport co-operative	No action needed
Susie Morrow	Community member	Research Associate of the National Children's Bureau	No action needed
Susie Morrow	Community member	Member of the NICE Quality Standards Advisory Committee on physical activity: encouraging activity in all people in contact with the NHS (staff, patients and carers), 2014-15; QS84 published March 2015	No action needed

Susie Morrow	Community member	Retired member of University and College Union (UCU)	No action needed
Susie Morrow	Community member	Partner was director of technology of Enteric, a National Institute of Health Research-funded healthcare technology cooperative working in the field of chronic gastrointestinal disorders See http://www.enteric.org.uk/ Partner acts as a consultant to Innovate UK (the UK Technology Strategy Board) and the European Commission Partner is a governor of St George's University Hospitals NHS Foundation Trust, appointed by Wandsworth Healthwatch, and was until 2013 an (unpaid) member of the executive of Wandsworth Healthwatch.	No action needed
Susie Morrow	Community member	Was Vice Chair of Living Streets until 2012; remains active in London-wide & local Living Streets campaigning and currently chairs Wandsworth Living Streets group	No action needed
Susie Morrow	Community member	London Cycling Campaign activist	No action needed
Susie Morrow	Community member	Member of the National Trust, Railfuture, Roadpeace, Wandsworth Society, Wandsworth Friends of the Earth, Battersea Society, Wandsworth Environment Forum steering group & Wandle LETS (Local Exchange Trading Scheme)	No action needed
Susie Morrow	Community member	Member of 20splentyforus e-group and Wandsworth 20splentyforus representative	No action needed

The Chair and a senior member of the Developer's team noted that the interests declared did not prevent the attendees from fully participating in the meeting.

3. Minutes of last meeting

The Chair asked the Committee if it wanted any changes made to the minutes of the last meeting. The Committee agreed that the minutes were a true and accurate account of the meeting.

The Chair confirmed that all matters arising had been completed or were in hand.

4. Presentations

The Chair introduced Caroline Mulvihill, Technical Lead and James Jagroo, Senior Technical Analyst, who gave a presentation on an overview of scope, related guidelines and context.

The Committee then discussed the issues presented in relation to this guideline. The Chair thanked Caroline and James for their presentation.

The Chair introduced James Jagroo and Josephine Kavanagh, Technical Analyst, who gave a presentation on an overview to the review protocol for the evidence reviews for the guideline.

The Committee then discussed the issues presented in relation to this guideline. The Chair thanked James and Josephine for their presentation.

The Chair introduced Daniel Tuvey, Information Specialist, who gave a presentation on the literature search methodology used for the evidence reviews for this guideline.

The Committee then discussed the issues presented in relation to this guideline. The Chair thanked Daniel for his presentation.

The Chair introduced James Jagroo and Josephine Kavanagh who gave a presentation on an overview of the findings from the first in-house draft evidence review.

The Committee then discussed the issues presented in relation to this guideline. The Chair thanked James and Josephine for their presentation.

5. Questions and discussion

James and Josephine explained the evidence base queries and complexities for this topic. They will also outline and describe the evidence reviews to be presented at future PHAC meetings. The Committee discussed this and were given the opportunity to ask questions.

ACTION: NICE to discuss strategic partnership trust with Mandy Wardle.

Advice was sought from PHAC regarding the call for evidence for this topic. The Committee discussed this and were given the opportunity to ask questions.

Caroline outlined the use of expert testimony to fill evidence gaps. Suggestions were sought for evidence testimony at future meetings.

ACTION: NICE to find occupational health and union representative to give expert testimony

ACTION: NICE to review stakeholder list and identify people who should be

included on the list.

The Committee were encouraged to make some first draft 'starter for ten' recommendations based on the evidence presented at this first PHAC meeting.

6. Summary of day and next steps

The Chair summarised the discussions of the day.

ACTION: NICE to invite YHEC to the next PHAC meeting.

7. Any other business

None

Date of next meeting: 17th March 2016

Location of next meeting: NICE Manchester office (Dee room)