NICE National Institute for Health and Care Excellence

Behaviour Change: Digital and Mobile Health Interventions - Public Health Advisory Committee Induction meeting (Topic experts only)

Date: 5 October 2018 (AM)

Location: NICE London office

Minutes: Final

Committee members present:	
Ralph Bagge (PHAC Chair)	(Present for all items)
Grace Hampson (Core member)	(Present for all items)
Barry Causer (Topic expert member)	(Present for all items)
Ysabella Hawkings (Topic expert member)	(Present for all items)
Rosie McEachan (Topic expert member)	(Present for all items)
Felix Naughton (Topic expert member)	(Present for all items)
Lucy Yardley (Topic expert member)	(Present for all items)
Tim Chadborn (PHE Topic Adviser)	(Present for all items)
Nayab Nasir (Core member, PHAC E)	(Present for all items)
Rashmi Shukla (Core member, PHAC E)	(Present for all items)

In attendance:		
Sarah Willett (Chair for AM)	Associate Director, NICE	(Present for all items)
Danielle Conroy	Project Manager, NICE	(Present for all items)
Jessica Fielding	Public Involvement Adviser	(Present for item 4)
Rachel Kettle	Technical Adviser, NICE	(Present for all items)
Bernadette Li	Technical Adviser (Health Economics), NICE	(Present for all items)
Adam O'Keefe	Project Manager, NICE	(Present for all items)
Nick Staples	Guideline Commissioning Manager, NICE	(Present for all items)
Rachel Walsh	Technical Analyst, NICE	(Present for all items)

Apologies:	
Stephen Sutton	Topic Expert

Behaviour Change Cmte minutes 5 October 2018

1. Welcome, apologies, introductions and objectives
The Chair welcomed the Topic Expert members and attendees to the meeting. The Committee members and attendees introduced themselves.   The Chair informed the Committee that apologies had been received. These are noted above.   The Chair confirmed the objectives for the morning session.   The Chair advised the committee that the Public Health England Topic Adviser (PHETA) is now a non-voting member of the committee.
2. NICE guideline development process and methods
The Chair introduced Rachel Kettle and Rachel Walsh, Technical Lead and Technical Analyst at NICE, who gave the group an overview of the methodology that will be used during development of the guideline, and how this would be reflected in the process followed by the committee.
3. Health economics
The Chair introduced Bernadette Li, Technical Adviser (HE) at NICE, who gave the committee an overview of the process that would be followed by the health economic team working on the guideline.
4. Introduction to the Public Involvement Programme
The Chair introduced Jessica Fielding, Public Involvement Adviser at NICE, who gave an overview of how NICE works with its lay members, and the work of the Public Involvement Programme.
5. Declarations of Interest
The Chair introduced Adam O'Keefe, project Manager at NICE, who gave a presentation on NICE's Declaration of Interests policy, and facilitated discussion around this topic.
6. Questions and discussion
The Chair encouraged any questions from the group regarding the induction presentations, and facilitated discussion.

Behaviour Change - Public Health Advisory Committee meeting

Date: 5 October 2018 (PM)

Location: NICE London office

Minutes: Final

Committee members present:	
Ralph Bagge (PHAC Chair)	(Present for all items)
Ian Basnett	(Present for all items)
Ray Canham	
Grace Hampson	
Toby Prevost	
Barry Causer (Topic expert member)	(Present for all items)
Ysabella Hawkings (Topic expert member)	(Present for all items)
Rosie McEachan (Topic expert member)	(Present for all items)
Felix Naughton (Topic expert member)	(Present for all items)
Lucy Yardley (Topic expert member)	(Present for all items)
Tim Chadborn (PHE Topic Adviser)	(Present for all items)

In attendance:		
Sarah Willett (Chair for AM)	Associate Director, NICE	(Present for all items)
Danielle Conroy	Project Manager, NICE	(Present for all items)
Andrea Heath	Information Specialist	(Present for all items)
Rachel Kettle	Technical Adviser, NICE	(Present for all items)
Bernadette Li	Technical Adviser (Health Economics), NICE	(Present for all items)
Adam O'Keefe	Project Manager, NICE	(Present for all items)
Nick Staples	Guideline Commissioning Manager, NICE	(Present for all items)
Rachel Walsh	Technical Analyst, NICE	(Present for all items)

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Apologies:	
Chris Packham	Vice Chair
Raymond Jankowski	Core member
Jane Leaman	Core member
Chris Owen	Core member
Stephen Sutton	Topic expert member

1. Welcome, apologies, introductions and objectives
The Chair welcomed the Committee members and attendees to the meeting and asked those present to introduce themselves. The Chair informed the Committee that apologies had been received. These are noted above.

2. Confirmation of matter under discussion, and declarations of interest
The Chair confirmed the matter under discussion and asked everyone to verbally declare any interests. New interests were declared as follows: Lucy Yardley declared that she is a researcher with publications in this area and has a number of current grants to fund digital intervention research. Rosie McEachan declared that she is a non-executive director of the 'in your backyard community interest company'. Rosie is also part of a research project developing an app as part of the 'Born in Bradford Programme'. Ian Basnett declared his department has used phone-based apps to promote exercise amongst staff. He was not involved in these decisions nor was there a financial interest. Grace Hampson declared that her employer (OHE Consulting) are working on an economic evaluation of a web-based cognitive behavioural therapy to improve sleep funded through an Innovate UK grant. 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. Background to this topic and overview of the scope
The Chair re-introduced Rachel Kettle and Rachel Walsh, who gave a presentation on the background to this topic and overview of the scope (including issues raised by stakeholders). The Committee discussed the issues presented and were given the opportunity to

ask questions.

4. Questions and discussion

The Chair encouraged any questions from the group regarding the presentation on the topic and overview of the scope, and facilitated discussion.

5. Search strategy and discussion

The Chair introduced Andrea Heath, Information Specialist at NICE, who gave a presentation on the proposed approach to the searches for the review. Andrea raised a number of queries for the committee to consider.
The Committee discussed the issues presented and were given the opportunity to ask questions.

6. Review protocols and discussion

Rachel Walsh, Technical Analyst gave a presentation on the review protocol, including: review questions; inclusion and exclusion criteria; and outcomes. Rachel raised a number of queries for the committee to consider.
The Committee discussed the issues presented and were given the opportunity to ask questions.

7. Review protocols and discussion (continued)

As above.

8. Summary of the day and next steps

The Chair summarised the discussion from the day and highlighted that the next meeting on this topic would take place on 15 February 2019.

9. Any other business

There was no other business. The Chair closed the meeting.