

Looked-after children and young people - committee meeting 14

Date: 16th March 2021

Location: Zoom

Minutes: Final

Committee members present:		
Marie Burnham (MB)	Chair	Present for all
Stephanie Butler	Lay member	Present for all
Devonte Cook	Lay member	Present for all
Amy Darwin	Social Worker	Present until item 4
Maureen Giles	Education consultant for LACYP	Present for all
Bel Grace	Lay member	Present for all
Julie Hamilton	Director, Keys Childcare	Present for items 2-5.
Kat Smoraczewska	Social Worker	Present for all
David Whatton	Lay member	Present for all

From NICE In attendance:		
Nicola Cunliffe (NC)	Project Manager	Present for all
Brett Doble (BD)	Health Economics, Technical Adviser	Present for all
Stephen Duffield (SD)	Technical Analyst	Present for all
Hannah Lomax (HL)	Health Economics, Technical Analyst	Present for all
Annette Mead (AM)	NICE Senior Editor	Present for all
Caroline Mulvihill (CM)	Technical Adviser	Present for all
Vonda Murray (VM)	Programme Manager	Present until item 3
Sue Spiers (SS)	Associate Director	Present for items 1, 2 & 5
Nick Staples (NS)	Guidelines Commissioning Manager	Present for all
Maroulla Whitley	Resource Impact Lead	Present for all

Also attending:		
James Rattigan	Lay member PA	Present for all

Apologies:	
Melanie Bracewell	Consultant Community Paediatrician
Penny Greenwood	Public Health England
Renu Jainer	Consultant Community Paediatrician
Nancy Sayer	Consultant Nurse
Jenifer Wakelyn	Child and adolescent psychotherapist

Item 1. Welcome, DOI and minutes

Marie Burnham (Chair) welcomed the committee members and attendees to the fourteenth meeting on looked-after children and young people.

The Chair informed the committee that apologies had been received. These are noted above. The Chair thanked members for being available for the meeting at short notice, and acknowledged comments sent in from those members who sent apologies.

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

- Review internal quality assurance and peer review comments

Declarations of interest

The Chair requested the committee declare any new/additional DOI's since the last meeting. No new interests were declared.

The DOI register was made available to the Chair and committee. 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.

Minutes from the last meeting

The minutes were approved as an accurate record of the previous meeting.

Item 2. Review internal QA and peer review comments and redraft recommendations/review justifications

The Chair introduced Stephen Duffield, Technical Analyst, who gave an overview on discussions points for the day and invited comments from the committee.

SD highlighted internal QA and peer review comments and asked the committee to discuss these and amend or add to recommendations where they thought appropriate.

Item 3. Review internal QA and peer review comments and redraft

recommendations/review justifications
SD continued the presentation, the Chair facilitated committee discussion.
Item 4. Review internal QA and peer review comments and redraft recommendations/review justifications
SD continued the presentation, the Chair facilitated committee discussion.
Item 5. Review internal QA and peer review comments and redraft recommendations/review justifications
SD continued the presentation, the Chair facilitated committee discussion. The Chair thanked SD for his presentation.
Item 6. AOB, summary and next steps
<p>The Chair thanked the committee for their contribution, summarised the main actions from the day and asked if there was any other business.</p> <p>The Chair highlighted that the NICE team will soon be in touch to confirm the remaining committee meeting dates for this guideline, and as there was no further business, brought the meeting to a close.</p>

Date of next meeting: 01.07.21 & 02.07.21

Location of next meeting: Zoom