

**Looked after children and young people - Committee Meeting 2**

**Date:** 1<sup>st</sup> July 2019

**Location:** NICE offices Manchester

**Minutes:** Final

<b>Committee members present:</b>		
Marie Burnham (MB)	Chair	Present for all
Melanie Bracewell	Consultant Community Paediatrician,	Present for all
Stephanie Butler	Lay member	Present for all
Devonte Cook (with James Rattigan)	Lay member	Present for Items 2,3,4,5,6, & 7
Claire Currie	Consultant in Public Health	Present for all
Amy Darwin	Social Work Practitioner	Present for all
Louise Edwards	Lay member	Present for all
Maureen Giles	Education consultant for LACYP	Present for all
Julie Hamilton	Director, Keys Childcare	Present for all
Renu Jainer	Consultant Community Paediatrician	Present for all
Nancy Sayer	Consultant Nurse	Present for all
Kat Smoraczewska	Social Work Practitioner	Present for all
Jenifer Wakelyn	Child and adolescent psychotherapist	Present for all
David Whatton	Lay member	Present for all

<b>In attendance:</b>		
Stephen Duffield (SD)	Technical Analyst	Present for all
Bernadette Li (BL)	Technical Advisor (Health Economics)	Present for all
Rui Martins (RM)	Technical Analyst (Health Economics)	Present for all
Gail Montrose (GM)	Project Manager	Present for all
Caroline Mulvihill (CM)	Technical Adviser	Present for Items 5,6 & 7
Sue Spiers (SS)	Associate Director	Present for Items 1,2,3, & 4
Nick Staples (NS)	Guideline Commissioning Manager	Present for all

<b>Apologies:</b>	
Wendy Nicholson	Public Health England

**Observers:**

Hannah Stockton

Assistant Technical Analyst

**Item 1**

- Welcome
- Objectives
- Declarations of interest
- Minutes of the last meeting

**Item 1**

The Chair welcomed the Committee members and attendees to the 2nd meeting on Looked after children and young people.

The Chair invited the committee members and NICE staff to introduce themselves. The Chair outlined the objectives of the meeting, which included:

- Focus group introduction
- Review protocol finalisation
- Focus group prioritisation
- Health economics in guideline development

The Chair requested the committee to declare any new/additional DOI's since the last meeting. The Chair reviewed the DOI register, no conflict of interest was identified for the meeting, and all committee members were eligible to attend the committee meeting and contribute to the discussions.

The Chair explained that the committee approval of GComm 1 minutes will be completed online and facilitated by the Project Manager (GM)

**Item 2**

- Focus group introduction presentation

**Item 2**

The Chair introduced Stephen Duffield, Technical Analyst, who gave a presentation on the commissioned focus groups. The committee were asked to discuss and advise regards the following questions:

- What review questions should take priority?
- What sub-groups of LACYP must be represented in the sample?

The committee were given the opportunity to ask questions, discuss and advise. The Chair thanked Stephen for his presentation.

**Item 3 -**

- Review Protocols finalisation

**Item 3**

The Chair introduced Stephen Duffield, Technical Analyst who presented the protocols for review: The committee were asked to provide guidance for the following:

RQ 1.1 placement stability protocol v2

RQ 1.2 placement stability barriers protocol v2

RQ 2.1 positive relationships protocol v2

RQ 2.2 positive relationships barriers protocol v2

RQ 3.1 assessments protocol v2

RQ 3.2 health and wellbeing promotion protocol v2

RQ 3.3 promotion barriers protocol v2

RQ 4.1 readiness for school protocol v2

RQ 4.2 support learning needs protocol v2

RQ 4.3 entry into further ed or training v2

RQ 4.4 barriers learning needs protocol v2

RQ 5.1 Prep CYP leaving care protocol v2

RQ 5.2 Prep CYP leaving care barriers protocol v2

RQ 6.1 transition out of care protocol v2

RQ 6.2 Transition out of care barriers protocol v2

The committee then discussed and confirmed each protocol. The Chair thanked Stephen for his presentation.

**Item 4**

- Focus Group Prioritisation

**Item 4**

The Chair introduced Stephen Duffield, Technical Analyst and Caroline Mulvihill, Technical Adviser who gave a presentation on the focus group prioritisation.

The committee were given the opportunity to discuss and advice. The Chair thanked Stephen and Caroline for thier presentation.

<p><b>Item 5</b></p> <ul style="list-style-type: none"> <li>• Health economics in guideline development</li> </ul>
<p><b>Item 5</b></p> <p>The Chair introduced Rui Martins, Technical Analyst (Health Economics) who gave a presentation on the role of health economics in guideline development.</p> <p>The committee were given the opportunity to discuss, ask questions and advise. The Chair thanked Rui for his presentation.</p>
<p><b>Item 6</b></p> <ul style="list-style-type: none"> <li>• AOB</li> </ul>
<p><b>Item 6</b></p> <p>No other business to discuss</p>
<p><b>Item 7</b></p> <ul style="list-style-type: none"> <li>• Summary and next steps</li> </ul>
<p><b>Item 7</b></p> <p>The Chair thanked the committee for their time and contribution to the meeting. The venue, date and time of the next meeting was confirmed.</p>

**Date of next meeting:** Wednesday 25th September 2019

**Location of next meeting:** NICE Offices, Manchester