

Reducing sexually transmitted infections - Public Health Advisory Committee Induction meeting (Topic experts only)

Date: 22 November 2019 (am)

Location: Bollin, NICE Manchester office

Minutes: Final

Committee members present:	
Ralph Bagge (PHAC Vice Chair)	Present for all items
Kathryn Faulkner (Core member)	Present for all items
John Hutton (Core member)	Present for all items
Andrew Bradbury (Topic expert member)	Present for all items
Jackie Cassell (Topic expert member)	Present for all items
Emily Clarke (Topic expert member)	Present for all items
Robbie Currie (Topic expert member)	Present for all items
Khush Gosai (Topic expert member)	Present for all items
Philippa James (Topic expert member)	Present for all items
Hamish Mohammed (PHE Topic Adviser)	Present for all items
Sally Cartwright (Core member, PHAC A)	Present for all items

In attendance:		
Sarah Willett (Chair for am)	Associate Director, PHG	Present for all items
Jonathan Nyong	Technical Analyst, PHG	Present for all items
Adam O'Keefe	Project Manager, PHG	Present for all items
Robby Richey	Technical Adviser, PHG	Present for all items
Nick Staples	Guideline Commissioning Manager, NICE	Present for all items
Hannah Stockton	Assistant Technical Analyst, PHG	Present for all items
Daniel Tuvey	Information Specialist, NICE	Present for all items
Janine Wigmore	Public Involvement Adviser, NICE	Present for items 3-6

Apologies:	
Lise Elliott	Programme Manager, PHG

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.

2. NICE Social Value Judgements: Principles for the development of NICE guidance

The Chair introduced Robby Richey, Technical Adviser at NICE, who explained to the committee the principles NICE follows when designing the processes it uses to develop its guidance and the judgements NICE and its advisory committees should apply when drafting recommendations.

3. NICE guideline development process and methods

The Chair introduced Jonathan Nyong, 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.

4. Introduction to the Public Involvement Programme

The Chair introduced Janine Wigmore, 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.

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Committee members present:		
Ralph Bagge (PHAC Vice Chair) (Chair for pm)		Present for all items
Obaghe Edeghere (Core member)		Present for all items
Kathryn Faulkner (Core member)		Present for all items
Judith Hooper (Core member)		Present for all items
John Hutton (Core member)		Present for all items
Rashmi Shukla (Core member)		Present for items 1-6
Ann Williams (Core member)		Present until partway through item 7
Andrew Bradbury (Topic expert member)		Present for all items
Jackie Cassell (Topic expert member)		Present for all items
Emily Clarke (Topic expert member)		Present for all items
Robbie Currie (Topic expert member)		Present for all items
Khush Gosai (Topic expert member)		Present for all items
Philippa James (Topic expert member)		Present for all items
Hamish Mohammed (PHE Topic Adviser)		Present for all items

In attendance:		
Sarah Willett	Associate Director, PHG	Present for items 1-5
Jonathan Nyong	Technical Analyst, PHG	Present for all items
Adam O'Keefe	Project Manager, PHG	Present for all items
Joshua Pink	Technical Adviser (Health Economics), NICE	Present for items 1-6
Robby Richey	Technical Adviser, PHG	Present for all items
Nick Staples	Guideline Commissioning Manager, NICE	Present for all items
Hannah Stockton	Assistant Technical Analyst, PHG	Present for all items
Daniel Tuvey	Information Specialist, NICE	Present for all items

Apologies:	
Amanda Sowden	Core member
Patrick Saunders	Core member
Lise Elliott	Programme Manager, PHG

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 group that the newly appointed Chair of PHAC E Ann Hoskins, will Chair the committee from the next meeting onwards.

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. The Chair noted that the [register of interests](#) had been circulated for members to review ahead of the meeting and asked everyone to verbally declare any conflicts of interest that have since arisen. The following interests were declared:

Attendee	Declaration	Classification	Action
Kathryn Faulkner	Member of the Faculty of Public Health	Direct – non-financial professional and personal	Declare and participate – interest is non-specific
Kathryn Faulkner	Member of The Faculty of Public Health Special Interest Group on Public Mental Health	Direct – non-financial professional and personal	Declare and participate – interest is non-specific
Kathryn Faulkner	Honorary Research Fellow at The Healthcare Improvement Studies Institute (THIS)	Direct – non-financial professional and personal	Declare and participate – interest is non-specific
Kathryn Faulkner	Steering Committee Member on an NIHR funded feasibility trial on increasing physical activity in families	Direct – non-financial professional and personal	Declare and participate – interest is non-specific

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 Jonathan Nyong, who gave a presentation on the background to this topic and overview of the scope.

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. Review protocols and discussion

Jonathan Nyong, Technical Analyst and Hannah Stockton, Assistant Technical Analyst, gave a presentation on the review protocols, including review questions; inclusion and exclusion criteria; and outcomes. Jonathan and Hannah raised several 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 (continued)

As above.

7. Search strategy and discussion

The Chair introduced Daniel Tuvey, Information Specialist at NICE, who gave a presentation on the proposed approach to the searches for the review. Daniel raised a number of queries for the committee to consider.

The Committee discussed the issues presented and were given the opportunity to ask questions.

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 6 & 7 February 2020.