

## Advocacy services for adults with health and social care needs

### Committee Meeting 9

**Date:** 29<sup>th</sup>, 30<sup>th</sup> November and 2<sup>nd</sup> December 2021

**Location** Via Zoom

**Minutes:** Confirmed

<b>Committee members present:</b>	
Phil Taverner (Chair)	Present for items 1 – 10
Kate Mercer	Present for items 1 – 10
Pamela Wrest	Present for items 1 – 10
Ellie Thomas	Present for items 1 – 10
Catherine Ruane	Present for items 1 – 7, 9 – 10
Cherry Pedler	Present for items 1 – 10
Gail Petty	Present for items 1 – 10
Claire Gilbert	Present for items 5 – 8
Stephen Lim	Present for items 1 – 8
Robert Cooper	Present for items 1 – 3, 9 – 10
Jonathan Senker	Present for items 1 – 10
Karen Newbigging (expert witness)	Present for item 2
Doreen Joseph (expert witness)	Present for item 2

<b>In attendance:</b>		
Hayley Shaw	NGA Project Manager	Present for items 1 – 10
Timothy Reeves	NGA Co-Guideline Lead	Present for items 1 – 10
Laura Elliff-O'Shea	NGA Senior Systematic Reviewer	Present for items 5 – 10
Jen Francis	NGA Senior Systematic Reviewer	Present for items 1 - 4
Anja Fricke	NGA Systematic Reviewer	Present for items 1 – 10
Shalmali Deshpande	NGA Systematic Reviewer	Present for items 1 – 4, 9 – 10
James Hawkins	NGA Senior Health Economist	Present for item 5
Bridget Warr	NGA Social Care Advisor	Present for items 1 – 4, 9 – 10
Annette Mead	NICE Content Editor	Present for items 9 – 10
Nick Staples	NICE Commissioning Manager	Present for items 9 – 10

<b>Apologies:</b>	
Simon Abbott	GC member
Gabriel Ivbijaro	GC member

Robert Cooper (30 <sup>th</sup> )	GC member
Stephen Lim (2 <sup>nd</sup> )	GC member
Claire Gilbert (29 <sup>th</sup> and 2 <sup>nd</sup> )	GC member
Bridget Warr (30 <sup>th</sup> )	NGA Social Care Advisor
Shalmali Deshpande (30 <sup>th</sup> )	NGA Systematic Reviewer
Annette Mead (29 <sup>th</sup> and 30 <sup>th</sup> )	NICE Content Editor
Nick Staples (29 <sup>th</sup> and 30 <sup>th</sup> )	NICE Commissioning Manager

**Day 1 – 29<sup>th</sup> November 2021**

**1. Welcome and objectives for the meeting**

The Chair, Phil Taverner, welcomed the committee members and attendees to the first day of the 9<sup>th</sup> guideline committee meeting on Advocacy services in adults with health and social care needs. The Chair thanked the committee for joining the meeting virtually.

The Chair asked the committee if they had any new declarations. No new declarations were declared.

**2. Expert witness testimony**

Dr Karen Newbigging and Doreen Joseph delivered an expert witness testimony on culturally appropriate advocacy.

**3. Formal consensus – Draft recommendations**

Timothy Reeves, NGA Co-Guideline Lead, outlined the draft recommendations for the partnership working and effective advocacy section of the guideline.

The committee were asked if they were happy with these recommendations and agreed on amended wording if required and if certain recommendations should be removed.

**4. AOB**

The Chair closed the meeting at 13:00pm.

**Day 2 – 30<sup>th</sup> November 2021**

**5. Presentation and discussion of health economics plan**

James Hawkins, NGA Senior Health Economist, delivered a presentation and discussion on the health economics plan.

**6. Formal consensus – Draft recommendations**

Timothy Reeves, NGA Co-Guideline Lead, outlined the draft recommendations for the improving access section of the guideline.

The committee were asked if they were happy with these recommendations and agreed on amended wording if required and if certain recommendations should be removed.

#### **7. Outstanding recommendations and queries**

Timothy Reeves, NGA Co-Guideline Lead, led a discussion of round two statements, draft recommendations and gap recommendations for different sections of the guideline.

The committee were asked if they were happy with these areas of the guideline and agreed on amended wording if required.

#### **8. AOB**

The Chair closed the meeting at 16:30pm.

#### **Day 3 – 2<sup>nd</sup> December 2021**

#### **9. Outstanding recommendations and queries**

Timothy Reeves, NGA Co-Guideline Lead, continued the discussion from the second day of the meeting on round two statements, draft recommendations and gap recommendations for different sections of the guideline.

The committee were asked if they were happy with these areas of the guideline and agreed on amended wording if required.

#### **10. AOB**

The Chair closed the meeting at 16:30pm.

**Date of next meeting:** 10<sup>th</sup> January 2022, via Zoom

**Location of next meeting:** Via Zoom