

Physical activity and the environment: update Committee meeting

Date: 17/05/2017 & 18/05/2017, 10.00am – 4.30pm

Location: NICE London

Minutes: Draft

Committee members present:		
David Croisdale-Appleby (Chair)		(Present for all)
Janis Baird (Core member)		(Present for all)
Eileen Kaner (Core member)		(Present for all)
Jasmine Murphy (Core member)		(Present for all)
Patrick Saunders (Core member)		(Present for all)
Ross Cowan (Lay core member)		(Present for all)
Andy Jones (Topic expert)		(Present for all)
Mark Frost (Topic expert)		(Present for all)
Michael Tornow (Lay topic expert)		(Present for all)
Susie Morrow (Lay core member)		(Present for all)
Stephen Morris (core ember)		(Present for all)
Verena Trend (Topic expert)		(Present for all)
Rose Durban (Core member)		(Present for all)

In attendance:		
Hugh McGuire	Technical Advisor, NICE	(Present for all)
Karen Peploe	Senior Technical Analyst, NICE	(Present for all)
Olivia Crane	Technical Analyst, NICE	(Present for all)
Daniel Davies	Project Manager, NICE	(Present for all)
Sarah Willett	Associate Director, NICE	(Present for all)
Lesley Owen	Health economics adviser, NICE	(Present for all)
Andrew Harding	Guideline Commissioning Manager, NICE	(Present for all)
Michael Brannan	Public Health England Topic	(Present for all)

PHAC C 31 - Minutes

	Adviser	
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Apologies:	
Hiten Dodhia	Core member
Catharine Ward-Thompson	Co-opted member
Gerry Bennison	Lay topic expert

1. Welcome, apologies, and objectives
<p>The Chair welcomed the Committee members, attendees, and observers to the meeting. The Committee members and attendees introduced themselves.</p> <p>The Chair informed the Committee that apologies had been received. These are noted above.</p>
2. Confirmation of matter under discussion, and declarations of interest
<p>The Chair confirmed the matter under discussion and asked everyone to verbally declare any interests that have arisen since the last meeting.</p> <p>No new interests were declared.</p> <p>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.</p>
3. Equality Impact Assessment
<p>HM presented the Equality Impact Assessment to the committee, and advised them to ensure that they take into account the issues raised during their discussions relating to recommendations.</p> <p>The committee raised some questions and discussed.</p>
4. Expert testimonies review
<p>KP presented the collated set of expert testimonies for committee comment.</p> <p>The committee discussed these and suggested some possible changes.</p>
5. Resource Impact update
<p>EM presented an update on the resource impact implications of the guideline.</p>

PHAC C 31 - Minutes

The committee raised some questions and discussed
6. Drafting recommendation 1: New recommendations, rationale, corresponding recommendations
The committee discussed PH8 in terms of new recommendations, existing recommendations and the rationale used to justify inclusion.
7. Health Economics
The economic team presented the economic report for discussion. The committee discussed new recommendations and the rationale surrounding these.
8. Drafting recommendation 1: New recommendations, rationale, corresponding recommendations
The committee discussed the recommendations made in review 1, and suggested changes.
9. Drafting recommendation 2: New recommendations, rationale, corresponding recommendations
The committee discussed the recommendations made in review 2, and suggested changes.
10. Drafting recommendation 3: New recommendations, rationale, corresponding recommendations
The committee discussed the recommendations made in review 3, and suggested changes.
11. Any other business
There was no other business discussed.

PHAC C 31 - Minutes

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David Croisdale-Appleby (Chair)	(Present for all)
Janis Baird (Core member)	(Present for all)
Eileen Kaner (Core member)	(Present for all)
Jasmine Murphy (Core member)	(Present for all)
Patrick Saunders (Core member)	(Present for all)
Ross Cowan (Lay core member)	(Present for all)
Andy Jones (Topic expert)	(Present for all)
Mark Frost (Topic expert)	(Present for all)
Michael Tornow (Lay topic expert)	(Present for all)
Susie Morrow (Lay core member)	(Present for all)
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Verena Trend (Topic expert)	(Present for all)
Rose Durban (Core member)	(Present for all)
Hiten Dodhia (core member)	(Present for all)
Catharine Ward-Thompson (co-opted member)	(Present for all)

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Apologies:	
Gerry Bennison	Lay topic expert

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3. Drafting guideline recommendation 1, committee discussions, identifying gaps
<p>The committee discussed supporting statements around recommendations made under review 1 and made suggestions for the NICE team.</p>
4. Drafting guideline recommendation 2, committee discussion, identifying gaps
<p>The committee discussed supporting statements around recommendations made under review 2 and made suggestions for the NICE team.</p>
5. Drafting guideline recommendation 3, committee discussions, identifying gaps.
<p>The committee discussed supporting statements around recommendations made under review 3 and made suggestions for the NICE team.</p>
6. Drafting guideline research recommendations
<p>The committee discussed final changes and prioritisation for research recommendations.</p> <p>Suggested changes and prioritisation were made and agreed</p>
7. Equality impact assessment

PHAC C 31 - Minutes

HM recapped the equalities issues raised by the committee and asked for them to consider these in light of discussions.

The committee noted issues for inclusion.

8. Summary and next steps

The chair summarised the day and the NICE team updated the committee on the process that would be followed before and during consultation

9. Any other business

There was no other business.

Date of next meeting: 15/11/2017 & 16/11/2017

Location of next meeting: Broadway House, London