

Physical activity and the environment: update Committee meeting

Date: 15/11/2017 & 16/11/2017, 10.00am – 4.30pm

Location: Broadway House, Tothill Street, London, SW1H 9NQ

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)

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	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. Summary of comments received
<p>OC presented a short summary of the comments received during stakeholder consultation</p>
4. Stakeholder comments session 1: Themes
<p>OC presented the stakeholder comments in themed sections</p>
5. Stakeholder comments session 2: Recs
<p>The committee discussed the recommendations in light of the comments received during stakeholder consultation</p>
6. Summary of the day
<p>The chair summarised the day, and gave an update on tomorrow's session.</p>

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7. Any other business

There was no other business for discussion
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Jasmine Murphy (Core member)	(Present for all)
Patrick Saunders (Core member)	(Present for all)
Ross Cowan (Lay core member)	(Present for all)
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Catharine Ward-Thompson (co-opted member)	(Present for all)

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Michael Brannan	Public Health England Topic Adviser	(Present for all)

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3. Stakeholder comments session 3: Stakeholder comments on other guideline sections
<p>The committee the stakeholder comments relating to areas outside the recommendations</p>
4. Stakeholder comments session 4: Consultation questions
<p>The committee discussed the specific responses made to questions posed at consultation</p>
5. Equality Impact Assessment
<p>HM presented the equalities impact assessment document, and the committee discussed what impact the consultation responses, and any amendments to the guideline had on this.</p>
6. Next steps
<p>DD presented on the next steps that would take place during the run up to publication.</p>
7. Any other business
<p>The chair thanked the committee for their work on the guideline.</p> <p>There was no other business for discussion.</p>

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