

NICE PUBLIC HEALTH GUIDANCE

Preventing and Reducing Domestic Violence

10th Meeting of the Programme Development Group

Wednesday 29th May 2013

The Prince of Wales Suite, NICE Offices, London

Final Minutes

Attendees:	<p><i>PDG Members</i> Gene Feder (Chair), Rahila Ameen, Diana Barran, Adrian Boyle, Lori Busch, Linda Davies, Marianne Hester, Davina James-Hanman, Louise Howard, Federico Podeschi, Amanda Robinson, David Sloan, Nicky Stanley</p> <p><i>NICE Team</i> Antony Morgan, Chris Carmona, Charlotte Haynes, Andrew Hoy, Kim Jeong, Victoria Axe</p> <p><i>SCIE Team</i> Jen Francis</p> <p><i>Observers</i> Nadira Sharif (SCIE), Deborah Ruter (SCIE)</p> <p><i>Independent Co-optee</i> Susan Bewley (Kings College London) Sarah Byford (Kings College London)</p>
Apologies:	<p><i>PDG Members</i> Zlakha Ahmed, Chris Green, Jane Lewis, Gillian Mezey, Maureen Noble, Pamela Richardson</p> <p><i>NICE Members</i> Una Canning</p>

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Audience	PDG members, NICE team, the public (via web publication)

Item		Action
<p>1. Welcome and objectives for the meeting</p>	<p>The Chair welcomed the PDG to the tenth meeting on preventing and reducing domestic violence. The meeting was not quorate until Rahila Ameen, Lori Busch and Nicky Stanley arrived at 10.25am.</p> <p>The Chair noted that because Charlotte Haynes was required to leave the meeting early she would give her presentation on the conceptual frameworks first. This item was recorded in item three below.</p> <p>The Chair informed the PDG that apologies had been received from Zlakha Ahmed, Chris Green, Jane Lewis, Gillian Mezey and Pamela Richardson.</p> <p>The Chair introduced the observers Nadira Sharif and Deborah Rutter to the group</p> <p>The Chair also introduced Susan Bewley as a coopted member of the PDG.</p> <p>The Chair noted that the draft guidance would be sent to the PDG on 21st June until 4th July. The guidance consultation would take place on 2nd August until 27th September. On the day of consultation a list of registered stakeholders will be issued on the website.</p> <p>Action: The PDG members to encourage organisations to register if they have not done so already.</p> <p>The Chair informed the group of the objectives of the day. These included: finalising the recommendations for draft consultation; reviewing the guidance document including the glossary, conceptual framework and consideration section and drafting research recommendations.</p>	<p>PDG</p>
<p>2. Declarations of Interests</p>	<p>The Chair asked the PDG to declare their conflicts of interest and to continue to keep these updated throughout the guidance development.</p> <p>Louise Howard declared again that she has a subcontract with AVA for the Department of Health.</p> <p>Gene Feder (GF) also declared that he is working with AVA under a Department of Health grant to implement IRIS nationally. GF's University receives a payment for his involvement.</p> <p>There were no further conflicts of interest.</p>	

<p>3. Conceptual Framework</p>	<p>Charlotte Haynes (CH) updated the PDG on the Conceptual Framework. CH asked the group whether the NICE team should make any amendments to the framework and if they wanted it published in the guidance. It was noted that there would also be a “pathway” published alongside this guidance.</p> <p>The Chair invited the PDG to ask CH questions. The use of the term “third sector” was discussed and it was suggested this could be amended to “voluntary and community sector”.</p> <p>CH left the meeting at 10am.</p>	
<p>4. Finalising recommendations 1,2,3,4</p>	<p>David Sloan presented the amended recommendations 1, 2, 3 and 4. The PDG made a number of comments and amendments.</p> <p>Rahila Ameen, Lori Busch and Nicky Stanley arrived at 10.25am, making the meeting quorate.</p>	
<p>5. Finalising recommendations 5, 6</p>	<p>Davina James Hanman presented the amended recommendations 5 and 6. The PDG made a number of comments and further amendments.</p>	
<p>6. Finalising recommendations 11,12</p>	<p>Frederico Podeschi presented the amended recommendations 11 and 12. The PDG made a number of comments and further amendments.</p>	
<p>7. Finalising recommendations 13,14</p>	<p>Nicky Stanley presented the amended recommendations 13 and 14. The PDG made a number of comments and further amendments.</p> <p>Diana Barran and Adrian Boyle arrived at 12pm.</p>	
<p>8. Finalising recommendations 15,17</p>	<p>Amanda Robinson presented the amended recommendations 15 and 17. The PDG made a number of comments and further amendments.</p> <p>Action: The NICE Team to ensure that all the evidence statements are added to the guidance and numbered correctly.</p>	<p>NICE Team</p>
<p>9. Finalising recommendations 7,8,9,10</p>	<p>Adrian Boyle presented the amended recommendations 7, 8, 9 and 10. The PDG made a number of comments and further amendments.</p>	
<p>10. Finalising recommendations 18,19, 20</p>	<p>Linda Davies presented the amended recommendations 18, 19 and 20. The PDG made a number of comments and further amendments.</p> <p>Action: A member of the PDG to work with the NICE team on finalising the recommendation around training.</p>	<p>PDG</p>

	<p>Action: The NICE team to amend the guidance and email this to the PDG along with any further questions for clarification.</p> <p>Sarah Byford left the meeting at 3pm.</p> <p>The PDG discussed the introduction. They agreed on having the words “Domestic Violence and Abuse” in the title.</p> <p>Action: The NICE Team to discuss the possibility of amending the guidance template.</p> <p>Action: The NICE Team to look into the reasons for the exclusion of the MACAS economics model.</p>	<p>NICE Team</p> <p>NICE Team</p> <p>NICE Team</p>
11. Drafting research recommendations	<p>The Chair asked the PDG to state which research recommendations would be the most important.</p> <p>Action: The PDG to let the NICE team know if they disagree with any of the current identified gaps in the evidence</p>	PDG
12. Outstanding issues	<p>There were issues raised around the risk factors and public health need practice sections in the guidance.</p> <p>Action: The PDG to send through any amendments they would like to be incorporated into the final draft guidance. The PDG to email any suggested references for the risk factors.</p>	PDG
13. Glossary	<p>A number of amendments to the glossary were suggested throughout the meeting.</p> <p>Action: The NICE Team to send the most recent version of the glossary to the PDG. The PDG to email any further amendments to the glossary.</p>	NICE Team/PDG
14. Notes of the last meeting	<p>The minutes of the last meeting were reviewed and the actions were discussed.</p> <p>It was noted that prison health is an area that would need to be addressed and that this could be listed in the considerations. A number of other considerations had been suggested throughout the meeting.</p>	
15. Any other business	<p>Kim Jeong noted that the Matrix report had been revised and the final version would be forwarded to the PDG.</p> <p>Antony Morgan noted that Word of Mouth had been contracted to provide fieldwork, in order to enhance the consultation period with stakeholders. Word of</p>	

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	Mouth will set up small focus groups or online questionnaires to ask stakeholders for their comments on the guidance.	
15. Close	The meeting closed at 4.10pm.	