

**NICE GUIDANCE  
PREVENTING OBESITY: WORKING WITH LOCAL  
COMMUNITIES**

**7<sup>th</sup> Meeting of the Programme Development Group**

**Tuesday 4<sup>th</sup> October 2011**

**Royal College of Paediatrics, London**

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| <b>Attendees:</b> | <i>Programme Development Group (PDG) Members:</i> Susan Jebb (Chair), Patrick Myers, Gail Findlay, Philip Insall, Matthew Capehorn, Andy Jones, Chris Drinkwater, Esther Trenchard-Mabere, Sara Ellis, Patrick Myers, Justin Varney, Ian Reekie, Susan Biddle, Mark Exworthy<br><br><i>NICE:</i> Jane Huntley, Adrienne Cullum, Karen Peploe, Alastair Fischer, Andrew Hoy, Victoria Axe, Brian Reddy<br><br><i>Experts:</i> Judy White, Alison Pearce, Adrian Renton, Olena Sawal, Zsolt Schuller |
| <b>Apologies:</b> | <i>PDG Members:</i> Paul Lincoln, Harry Rutter, Tricia Harper, Andy Sutch, Ceri Philips  |

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| <b>Author</b>   | Victoria Axe  |
| <b>File Ref</b> | Obesity PDG 7: Final minutes                                    |
| <b>Version</b>  | Final   |
| <b>Audience</b> | <b>PDG members, NICE team, the public (via web publication)</b> |

| Item  |   | Action                    |
|---|---|---------------------------|
| <p><b>1. Welcome and introduction</b></p>         | <p>The Chair explained that this was a different type of meeting as the PDG would be listening to expert testimony throughout the two days. The minutes of the previous meeting would be agreed at the November PDG.</p> <p>The Chair introduced Brian Reddy who was observing the meeting. Brian is on secondment from University of Sheffield to the NICE team.</p> <p>The Chair noted apologies from Paul Lincoln, Harry Rutter and Andy Sutch.</p> <p>The Chair noted that Tricia Harper had stepped down from the PDG and thanked her for her contribution to the guidance so far.</p> <p>The Chair thanked the PDG and those experts attending for updating their declarations of interest and reminded people to continue to keep these up to date. There were no verbal declarations.</p> |                           |
| <p><b>2. Introduction to expert testimony</b></p> | <p>The Chair informed the PDG of the plan for the day and explained how the experts would set the scene for all areas the PDG may wish to discuss later. The meeting was being run according to the Chatham House rule.</p> <p>The Chair asked the PDG if there were any comments or questions.</p>   |                           |
| <p><b>3. Expert testimony 1</b></p>               | <p>The Chair introduced Judy White from Leeds Metropolitan University. Judy gave a presentation on working with communities to improve health.</p> <p>The PDG discussed the issues raised by Judy's presentation.</p> <p>The Chair asked for generic issues to be discussed during the group discussion at the end of the day.</p>  |                           |
| <p><b>4. Expert Testimony 2</b></p>               | <p>The Chair introduced Alison Pearce and Adrian Renton from Well London. Adrian gave a presentation on ensuring sustainability and legacy as well as using community developing approaches to health improvement.</p> <p>The PDG discussed the issues raised by Adrian's presentation.</p> <p><b>Action: Well London team to forward evaluation report once available.</b></p>   | <p><b>Well London</b></p> |

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| <p><b>5. Expert testimony 3</b></p> | <p>The Chair asked Esther Trenchard-Mabere (ET-M) to give her presentation on Tower Hamlets as an example of a Healthy Town.</p> <p>The PDG discussed the issues raised by Esther's presentation.</p> <p><b>Action: ET-M to forward Tower Hamlets reports to NICE to circulate to PDG.</b></p>   | <p><b>ET-M</b></p>                          |
| <p><b>6. Expert testimony 4</b></p> | <p>The Chair introduced Olena Sawal, a Public Health Programme Manager from Luton. Olena gave a presentation on the town of Luton as an example of an adopter area of the Healthy Places, Health Lives programme.</p> <p>The PDG discussed the issues raised by Olena's presentation.</p> <p><b>Action: PDG to explore issue of importance of a national "brand" or framework for effective local action.</b></p>  | <p><b>PDG</b></p>                           |
| <p><b>7. Expert testimony 5</b></p> | <p>The Chair introduced Zsolt Schuller, a project manager from Exeter. Zsolt gave a presentation on Exeter, as an example of a Cycling Town.</p> <p>The PDG discussed the issues raised by each of the presentations.</p> <p><b>Action: NICE to follow up value for money tool developed by Graham Lister.</b></p>   | <p><b>NICE Team</b></p>                     |
| <p><b>8. Group discussion</b></p>   | <p>The Chair asked the experts to check through their written testimony to ensure they were happy with the content.</p> <p><b>Action: All invited experts to check and amend as necessary written testimony.</b></p> <p>The experts were also encouraged to register their organisations as stakeholders for this guidance so they can comment during consultation.</p> <p><b>Action: All invited experts encouraged to register as stakeholders and respond to the consultation on the draft guidance.</b></p> <p>The experts made their suggestions of recommendations for the guidance.</p> <p>The PDG discussed which recommendations and issues were really important to this guidance and went through the questions from the scope.</p> | <p><b>Experts</b></p> <p><b>Experts</b></p> |

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|                         | <b>Action: The NICE team to provide copies of Community Engagement and Behaviour Change guidance at the next meeting.</b>  | <b>NICE Team</b>  |
| <b>9. AOB</b>           | <p>The Chair told the PDG that suggestions of a framework for the guidance have been sent to NICE and the ANGELO framework has been circulated.</p> <p><b>Action: Members to consider alternative frameworks for recommendations.</b></p> <p>The Chair asked the PDG to look at the previous recommendations from the initial guidance written before it was paused.</p> <p><b>Action: The PDG to decide whether these recommendations are still useful.</b></p> <p>The Chair asked the PDG to consider any further information required for tomorrow's discussions</p> <p><b>Action: PDG to think about current gaps in the evidence base.</b></p> <p><b>Action: NICE team to show a slide on the scope at PDG8</b></p> <p><b>Action: NICE team to create a document for PDG9 summarising the current ideas of recommendations and considerations.</b></p> <p><b>Action: NICE Team to invite Nick Doyle to PDG 10 in January 2012.</b></p> <p>The Chair thanked the experts for their time and helpful information.</p> | <p><b>PDG</b></p> <p><b>PDG</b></p> <p><b>NICE Team</b></p> <p><b>NICE Team</b></p> <p><b>NICE Team</b></p> <p><b>NICE Team</b></p> |
| <b>10. Next meeting</b> | 5 <sup>th</sup> October - Royal College of Paediatrics, London   |   |
| <b>11. Close</b>        | The meeting closed at 4.00   |   |

**NICE GUIDANCE  
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COMMUNITIES**

**8<sup>th</sup> Meeting of the Programme Development Group**

**Wednesday 5<sup>th</sup> October 2011**

**Royal College of Paediatrics, London**

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| <b>Attendees:</b> | <i>Programme Development Group (PDG) Members:</i> Susan Jebb (Chair), Patrick Myers, Gail Findlay, Philip Insall, Matthew Capehorn, Andy Jones, Chris Drinkwater, Esther Trenchard-Mabere, Sara Ellis, Patrick Myers, Justin Varney, Ian Reekie, Susan Biddle<br><br><i>NICE:</i> Jane Huntley, Adrienne Cullum, Karen Peploe, Alastair Fischer, Andrew Hoy, Victoria Axe, Brian Reddy<br><br><i>Experts:</i> Carol Weir, Andrew Taylor, Matthew Pearce, Gareth Dix |
| <b>Apologies:</b> | <i>PDG Members:</i> Paul Lincoln, Harry Rutter, Martin Wiseman, Mark Exworthy, Ceri Philips   |

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| <b>Author</b>   | Victoria Axe  |
| <b>File Ref</b> | Obesity PDG 8: Final minutes                                    |
| <b>Version</b>  | Final   |
| <b>Audience</b> | <b>PDG members, NICE team, the public (via web publication)</b> |

| Item                                      |   | Action |
|---|---|--------|
| <p><b>1. Welcome and introduction</b></p> | <p>The Chair welcomed the PDG to the second day of the expert workshop. The Chair welcomed the experts to the meeting and confirmed that they had filled out confidentiality and Declaration of Interest forms.</p> <p>Ian Reekie provided an oral update on his declaration of interests.</p> <p>The Chair summarised the discussions from yesterday and outlined the plan for the day. It was noted that minutes of the previous meeting (PDG7) would be discussed at PDG9 in November.</p> <p>It was noted that the meeting was being run according to the Chatham House Rule.</p> |        |
| <p><b>2. Expert Testimony 6</b></p>       | <p>The Chair introduced Carol Weir from NHS Rotherham. Carol gave a presentation on commissioning using Sheffield and Rotherham as examples.</p> <p>The PDG discussed the issues raised by Carol's presentation.</p>  |        |
| <p><b>3. Expert Testimony 7</b></p>       | <p>The Chair introduced Andrew Taylor from NHS Hull. Andrew gave a presentation on taking a systematic approach to commissioning using Hull as an example.</p> <p>The PDG discussed the issues raised by Andrew's presentation.</p>   |        |
| <p><b>4. Expert testimony 8</b></p>       | <p>The Chair introduced Matthew Pearce from NHS South Gloucestershire. Matthew gave a presentation on Working in partnership in rural areas.</p> <p>The PDG discussed the issues raised by Matthew's presentation.</p>  |        |
| <p><b>5. Expert testimony 9</b></p>       | <p>The Chair introduced Gareth Dix, a Senior Public Health Practitioner. Gareth gave a presentation on Working in Partnerships in families in rural areas using North Cornwall as an example.</p> <p>The PDG discussing the issues raid by Matthew's presentation.</p>  |        |
| <p><b>6. Expert testimony 10</b></p>      | <p>Karen Peploe presented two written testimonies from experts who could not attend the meeting. Adrian Coggins discussed the West and Mid Essex local commissioning experience and posed a number of questions for the PDG to consider.</p>  |        |

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|   | <p>Liz Messenger from NHS Kirklees discussed effective partnership working and stakeholder engagement in the delivery of obesity prevention and treatment programmes in Kirklees.</p> <p>The PDG discussed the issues raised from both written testimonies.</p>   |   |
| <p><b>7. Group discussion with experts</b></p>  | <p>The Chair asked the experts to check through their written testimony to ensure they were happy with the content.</p> <p><b>Action: All invited experts to check and amend as necessary written testimony.</b></p> <p>The experts were also encouraged to register their organisations as stakeholders for this guidance so they can comment during consultation.</p> <p><b>Action: All invited experts encouraged to register as stakeholders and respond to the consultation on the draft guidance.</b></p> <p>The experts made their suggestions of recommendations for the guidance.</p> <p>The PDG discussed which recommendations and issues were really important to this guidance and went through the questions from the scope.</p> <p><b>Action: All invited experts to consider whether there are any recommendations they think should be in the guidance and to forward to NICE.</b></p> | <p><b>Experts</b></p> <p><b>Experts</b></p> <p><b>Experts</b></p> |
| <p><b>8. Closed PDG session: Identifying issues for considerations or recommendations</b></p> | <p>The Chair summarised the discussions from today.</p> <p>The Committee considered the testimony that they had heard over the last two days against the key questions in the scope and the questions put to the expert witnesses. The Committee considered potential overarching areas for recommendations.</p> <p><b>Action: NICE to feedback relevant parts of discussion to fieldwork team.</b></p> <p><b>Action: NICE to collate ideas for recommendations as well as order and structure for presentation at the next meeting.</b></p> <p>The Chair thanked the experts for their contribution to the meeting.</p> <p>The Chair thanked the committee for their input.</p>  | <p><b>NICE Team</b></p> <p><b>NICE Team</b></p>                   |

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| <b>9. Next meeting</b> | 30 <sup>th</sup> November 2011 – Derwent, NICE Offices, Mid City Place, 71 High Holborn, London, WC1V 6NA.<br><br><b>Action: As this date is a proposed day of union action, NICE to circulate potential alternative dates and meeting will be held on day that most members can attend.</b> | <b>NICE Team</b> |
| <b>10. Close</b>       | The meeting closed at 3.45pm   |                  |