

**NATIONAL COLLABORATING CENTRE FOR CANCER (NCC-C)****Melanoma****Third Guideline Development Group (GDG) meeting**13<sup>th</sup> September 2013

Board Room, NCC-C, Park House, Greyfriars Road, Cardiff

**GROUP MEMBERSHIP & ACTION LIST**

<b>GDG Members</b>	
Fergus Macbeth (FM)	Julia Newton-Bishop (JNB)
Saskia Reeken (SR)	Barry Powell (BP)
Laszlo Igali (LI)	Rachael Robinson (RR)
Christine Parkinson (CP)	Richard Jackson (RJ)
Simon Rodwell (SHR)	Stephen Keohane (SK)
Jonathan Smith (JSm)	Martin Telfer (MT)
Julia Schofield (JSc)	
<b>NCC-C staff</b>	
Lianne Gwillim (LG)	Andrew Champion (AC)
Nathan Bromham (NB)	Susan O'Connell (SOC)
Stephanie Arnold (SA)	Matthew Prettyjohns (MP)
John Graham (JG)	James Hawkins (JH)
<b>NICE staff &amp; Affiliated staff</b>	
Katie Perryman-Ford (KPF)	Veronique Poirier (VP)
<b>Apologies</b>	
Sara Stoneham (SS)	Gill Godsell (GG)
Charles Kelly (CK)	

**REPORTS OF DISCUSSIONS AT THE MEETING****1. Introductions**

FM welcomed everyone to the 3<sup>rd</sup> meeting of the Melanoma GDG.

Apologies for absence were received from, Gill Godsell, Sara Stoneham and Charles Kelly.

**2. Declarations of Interest**

The following declaration of interest was declared at the meeting:

- FM declared that he will receive reimbursement of travel and subsistence expenses for attending the World lung cancer conference in October 2013. This interest was categorised as personal pecuniary non-specific meaning that FM can declare and participate in discussions on all topics as lung cancer is not being covered by the guideline.

The GDG were reminded that if they take on any new interests, these must be declared to the NCC-C as soon as they happen so that the necessary action can be taken.

### 3. Discussions

The GDG drafted and agreed the review question and PICO's for topics A1, A2, A3, A4, & O.

The GDG agreed and signed off the final review questions and PICO's for topics B2, C, H, E1, E2, E3, E4 L1, L2, L3, J1, J2 & N.

The GDG agreed the topics E1, E2 and E3 were the highest priority topics for health economic modelling.

### 4. Close of meeting

FM thanked the GDG for their input to the meeting, reminded them that the next meeting will be held on **Friday 15<sup>th</sup> November 2013**, starting at 10.30am at the **NICE offices, Level 1a, City Tower, Manchester, M1 4BT** and closed the meeting.