

Date and Time:	17 & 18 December 2014 10am – 4.30pm
Minutes:	Agreed
Standing Committee A Meeting 5	Irritable Bowel Syndrome (IBS) Lower Urinary Tract Symptoms in Men (LUTS)
Place:	Red Room 1, Floor 24, City Tower, Manchester.
Present:	<p>Damien Longson (DL) SC Chair Catherine Briggs (CB) – also commenting as an expert on LUTS John Cape (JC) Alun Davies (AD) Alison Eastwood (AE) Sarah Fishburn (SF) Jim Gray (JG) Kath Nuttall (KN) Tilly Pillay (TP) Nick Screatton (NS) Lindsay Smith (LS) Sophie Wilne (SW)</p> <p>IBS topic-specific members: (day 1 morning only) Mark Follows (MF) (attended by teleconference) Elspeth Guthrie (EG) Yvonne McKenzie (YM) Marion Saunders (MS) Simon Smale (SS)</p> <p>LUTS topic-specific members: (day 2 only) Jan Farrell (JF) Vikky Morris (VM) Raj Persad (RP) John Taylor (JT)</p>
Apologies:	Nuala Lucas (NL) (committee member) Peter Whorwell (PWh) (topic-specific member for IBS) Philippa Williams (PW) (committee member)
In attendance NICE Staff:	Observing:
Phil Alderson (PA) Rebecca Boucher (RB) Sara Buckner (SB) Paul Crosland (PC) Nicole Elliott (NE) Cheryl Hookway (CH) Rebecca Parsons (RP) Katie Prickett (KP) Louise Shires (LS) Toni Tan (TT)	Steve Sharp (SS) Sheryl Warttig (SW)

Day 1 notes (IBS)

1. DL welcomed everyone to day 1 of the sixth meeting of the clinical guidelines updates Standing Committee. Apologies received from NL, PWh, PW.

DL read out the code of conduct for members of public attending the meeting.

Declarations of interest were discussed and it was agreed that all interests were 'declare and participate'.

A query was raised regarding declarations of interest and family members. It was agreed that this would be discussed during day 2.

2. CH gave a presentation on the comments received from the stakeholder consultation on IBS. The Committee discussed and agreed the responses to the stakeholder comments that required input from the Committee.
3. The Committee agreed that the LETR should be updated to reflect the specific points and stakeholder comments discussed throughout the presentation

The public were informed that the second part of the meeting was closed to the public due to the confidential nature of the business conducted.

4. A discussion about the update recommendations took place.

The next part of the meeting was open to the public.

5. KP gave a presentation on the Information for public (IFP) document.
6. RB gave a presentation on the updated NICE pathway for IBS. It was agreed that a change needs to be made to the location of 'psychological interventions' on the pathway.
7. Any other business was discussed

The public were informed that the second part of the meeting was closed to the public due to the confidential nature of the business conducted.

8. Committee training

Day 2 notes (LUTS)

1. DL welcomed everyone to day 2 of the sixth meeting of the clinical guidelines updates Standing Committee. Apologies received from NL and PW.

DL read out the code of conduct for members of public attending the meeting.

Declarations of interest were discussed and it was agreed that all interests were 'declare and participate'.

The declarations of interest policy in relation to family members was discussed following a query on day 1.

2. DL advised that 1 review question would be covered during the meeting.
3. SB gave a briefing presentation on LUTS. JT gave a presentation from the perspective of a lay member. The committee was invited to ask the topic-specific members questions.
4. SB recapped the review protocol and presented the evidence for the question. The evidence statements were reviewed and updated.
5. PC presented the health economics evidence and the evidence statements were agreed.

The public were informed that the second part of the meeting was closed to the public due to the confidential nature of the business conducted.

6. The committee discussed the review question after looking at the current recommendations. The recommendation for the question was drafted.
7. Agreed that the next steps following the meeting would be the write up of relevant sections and LETR tables, which will be circulated to the committee.

Date and venue of the next meeting:

12 & 13 March 2015, Dee, Level 1A, NICE building, City Tower, Manchester.