

***National Collaborating Centre for  
Women's and Children's Health***

11<sup>th</sup> Induction of Labour Guideline Development Group Meeting Minutes  
Thursday, 1<sup>st</sup> November 2007; 10 – 5pm at NICE

**Present:**

Andrew Calder (AC)	Head of Division of Reproductive and Developmental Sciences and GDG Chair
Richard Tubman (RT)	Consultant Neonatologist
Jackie Baxter (JB)	Research and Development Midwife
Peter Stewart (PS)	Consultant Obstetrician and Gynaecologist
Hassan Shehata (HS)	Consultant and Honorary Senior Lecturer in Maternal Medicine
Judith Green (JG)	Women's Representative
Stacia Smales Hill (SSH)	Women's Representative
Carolyn Markham (CMa)	Women's Representative
Mary Stewart (MS)	Team Midwife
Felicity Plaat (FP)	Consultant Anaesthetist
Zarko Alfirovic (ZA)	Professor in Fetal and Maternal Medicine

**NCC staff:**

Irene Kwan (IK)	Research Fellow, NCC-WCH
Jeff Round (JR)	Health Economist, NCC-WCH
Katherine Cullen (KC)	Health Economist, NCC-WCH
Martin Whittle (MW)	Co-Director (Women's Health), NCC_WCH
Rosie Crossley (RC)	Work Programme Co-ordinator, NCC-WCH
Andrew Welsh (AW)	Scientific and medical copy-editing, project management and typesetting, NCC-WCH
Carolina Ortega (CO)	Office Administrator, NCC-WCH
Lauren Bardisa-Ezcurra (LBE)	Research Assistant, NCC-WCH

**In attendance:**

Caroline Keir (CK)	Commissioning Manager, NICE
Korin Knight (KK)	Senior Medical Editor, NICE
Susan Latchem (SL)	Senior Implementation Adviser, NICE
Kristin O'Leary (KOL)	Communications Executive, NICE
Edgar Masanga (EM)	Costing Analyst, NICE

**Apologies:**

Carol McCormick (CMc)	Consultant Midwife
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**1. Welcome and apologies**

AC welcomed the group to the meeting. Apologies were received from CMc.

**Declarations of interest**

No new conflicts of interest were declared. Declarations of interest are kept on file at the NCC-WCH and will be published with the full guideline.

**Minutes and matters arising**

The draft minutes of GDG 10 were agreed as an accurate record of the meeting.

**2. Presentation from the IoL guideline project team at NICE**

A presentation was given on the roles of the NICE editorial lead and communications lead, the implementation team and the costing team.

**3. Costing issues: vaginal PGE2 tablets and gel**

An update was given on the health economic model for vaginal PGE2 tablets and gel.

**4. Comments/proposed changes on the draft guideline**

The GDG worked through the feedback on the draft guideline, addressing each comment and the guideline document was amended live accordingly.

**5. Recommendations of draft guideline**

The GDG worked through the feedback, addressing each comment on the recommendations and the guideline was altered live accordingly.

**6. AOB**

AC thanked the participants for attending and closed the meeting.

CLOSE

Signed:..... Date:.....  
Martin Whittle, Clinical Co-Director (Women’s Health)

Signed:..... Date:.....  
Andrew Calder, IoL GDG Leader