

4.0.3 DOC Cmte minutes

Dementia (update) Guideline Committee meeting 3 – development

Date: 09/12/2015

Location: NICE offices, Manchester

Minutes: Final



Committee members present:		
Damien Longson (Chair)		(Present for notes 1–3)
Louise Allan (LA)		(Present for notes 1–3)
Linda Clare (LC)		(Present for notes 1–3)
Richard Clibbens (RC)		(Present for notes 1–3)
Tracey Wright (TW)		(Present for notes 1– part way through 3)
Paul Dunnery (PD)		(Present for notes 1– part way through 3)
Sandra Evans (SA)		(Present for notes 1–3)
Sarah Partington (SP)		(Present for notes 1– part way through 3)
Hannah Luff (HL)		(Present for notes 1–3)
Kevin Minier (KMin)		(Present for notes 1–3)
John O'Brien (JO)		(Present for notes 1–3)
Chris Roberts (CR)		(Present for notes 1–3)
Joanne Brady (JB)		(Present for notes 1–3)
Kate Mitchell (KMit)		(Present for notes 1– part way through 3)
Jeremy Isaacs (JI)		(Present for notes 1–3)
Catherine Pascoe (CP)		(Present for notes 1–3)

In attendance:		
Rupert Franklin (RF)	NICE – Guideline Commissioning Manager	(Present for notes 1–3)
Vicky Gillis (VG)	ICG – Technical Analyst	(Present for notes 1–3)
Sue Spiers (SS)	ICG – Associate Director	(Present for notes 1–3)
Gabriel Rogers (GR)	ICG – Technical Advisor (HE)	(Present for notes 1–3)
Hugh McGuire (HM)	ICG – Technical Advisor	(Present for notes 1–3)
Harry Allen (HA)	ICG – Expert Advisor	(Present for notes 3)
Holly Irwin (HI)	ICG – Project Manager	(Present for notes 1–3)
Angela Parkin (AP)	NICE Medicines Senior Advisor	(Present for notes 1–3)
Elizabeth Barrett (EB)	NICE Information Specialist	(Present for notes 1–3)

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Observers:	
Jayne Roberts	Accompanying lay member
Sarah Mills	NICE ICG Project Manager

Apologies:	
Carol Duff	Committee member
Karen Harrison-Dening	Committee member
Ruth O’Dea	Committee member
Louise Robinson	Committee member
Steven Ward	ICG – Health Economist

1. Welcome, objectives for the meeting, Dols and minutes of previous meeting

The Chair welcomed the Committee members and attendees to the third meeting of the dementia (update) guideline committee. The Committee members and attendees introduced themselves. In particular the Chair welcomed RF as the new Guideline Commissioning Manager.

Apologies for the meeting were received as detailed above.

The Chair outlined the proposed objectives of the meeting, which included:

- To consider evidence in relation to RQ1 and draft recommendations as appropriate
- To discuss and agree review questions
- To discuss and agree a review protocol focused on the effectiveness of aromatherapy for people with dementia

The declarations of interest (DoI) register was made available to the Chair. The Chair requested that committee members and attendees outline any existing potential conflicts of interest relevant to the objectives of this meeting, or any new potential conflicts of interest.

New or relevant declarations of interest defined as requiring consideration, for this or future meetings, by the NICE Conflict of Interest policy are outlined below:

Name	Declarations of Interest, date declared	Type of interest	Decision taken
Sandra Evans	Part owner of a lavender farm producing essential lavender oil. Majority used to make soap and	Specific, personal	Confirmed exclusion from agreeing review protocols and

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	toiletries sold in the UK and Italy.	financial	considering evidence relating to aromatherapy
<p>The Chair presented the minutes of the previous meeting for approval. The committee approved the minute of the last meeting.</p> <p>The Chair invited RF to provide an update regarding inclusion of AChE inhibitors and memantine co-prescribing within the update of TA217 recommendation 1.3, second bullet point . RF advised that this matter was still being considered and that he would inform the committee prior to the next meeting, via HI.</p> <p>Action: RF to inform the committee, via HI, whether co-prescribing will be included within the scope of the guideline update.</p> <p>The Chair confirmed that an amendment to the scope has now been agreed to include palliative care. This means that the committee will be undertaking a full update of the existing guideline.</p>			
2. Review question 1 ‘Who should start and review the following pharmacological interventions; donepezil, galantamine, rivastigmine and memantine for people with Alzheimer’s disease and how should a review be carried out?’			
<p>The Chair introduced VG who presented evidence in relation to RQ 1. The committee discussed the evidence and drafted a number of recommendations.</p> <p>The Chair informed the committee that the draft chapter on RQ1 would be published for stakeholder consultation in February 2016, with the final recommendations being published in May 2016. This review question will update recommendation 1.3, bullet points 1 & 3, of TA217. Bullet point 2 from recommendation 1.3 will be updated as part of the wider dementia guideline update.</p> <p>Action: HI to circulate draft chapter including the LETR table for comment by the committee.</p>			
3. Review questions			
<p>The Chair introduced VG who presented a number of draft review questions. The committee discussed and agreed a number of review questions for the guideline, ensuring that they adequately met the published scope</p> <p>Action: HI to circulate a document with agreed and revised draft review questions for comment to the committee.</p>			
4. Review protocol			
<p>This item was deferred to a future meeting.</p>			

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Date of next meeting: Thursday 4th February 2016

Location of next meeting: NICE offices, Manchester