

Breast cancer committee 1 meeting minutes

Breast cancer – Committee Meeting 1

Date: 04/11/2022

Location: Virtual

Minutes: Final

Committee members present:		
Adam Firth (AF)		Present for notes 1 – 8
Josie Cameron		Present for notes 1 – 8
Nicola Day		Present for notes 1 – 8
Ananth Ebinesan		Present for notes 1 – 8
Donna Egbeare		Present for notes 1 – 8
Julia Garlick		Present for notes 1 – 8
Rachael Griffin		Present for notes 1 – 8
Janet Harris		Present for notes 1 – 8
Nuala Healy		Present for notes 1 – 8
Holly Heath		Present for notes 1 – 8
Claire Kelly		Present for notes 1 – 8
Simon Lowes		Present for notes 1 – 8
Karen Myers		Present for notes 1 – 8
Katie Riches		Present for notes 1 – 8
Linda Robins		Present for notes 1 – 8
Tamsin Sargeant		Present for notes 1 – 8
David Talbot		Present for notes 1 – 8
Katy Tan		Present for notes 1 – 8
Steph Walker		Present for notes 1 – 8

In attendance:		
Victoria Axe	Guideline Commissioning Manager	Present for notes 1 – 8
Omnia Bilal	Technical Analyst – GDT B	Present for notes 1 – 8
Sara Buckner	Technical Adviser	Present for notes 1 – 8
Victoria Carter (<i>observing</i>)	Implementation Lead	Present for notes 1 – 8
Lindsay Claxton (LC)	Technical Adviser – Health Economics	Present for notes 1 – 8
Clare Dadswell	Senior Technical Analyst – GDT B	Present for notes 1 – 8
Jacqueline Durkin	Administrator – GDT B	Present for notes 1 – 8
Jeremy Dietz	Senior Technical Analyst – Health	Present for notes 1 – 8

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	Economics	
Craig Grime <i>(observing)</i>	Technical Adviser – Quality Standards	Present for notes 1 – 8
Gareth Haman	Editor	Present for notes 1 – 8
Marie Harrisingh (MH)	Technical Adviser – GDT B	Present for notes 1 – 8
Andrea Heath	Information Specialist	Present for notes 1 – 8
Charlotte Haynes (CH)	Senior Technical Analyst – Surveillance	Present for notes 1 – 8
Kate Kelley (KK)	Associate Director – GDT B	Present for notes 1 – 7
Jon Littler	Project Manager – GDT B	Present for notes 1 – 8
Faizan Mahmood <i>(observing)</i>	Technical Analyst – Health Economics	Present for notes 1 – 8
Lesley Owen	Technical Adviser – Methodology	Present for notes 1 – 8
Anneka Patel	Programme Manager – GDT B	Present for notes 1 – 8
Sarika Paul (SP)	Technical Analyst – Surveillance	Present for notes 1 – 8
Steve Sharp <i>(observing)</i>	Technical Adviser – COVID team	Present for notes 1 – 8
Eric Slade (ES)	Senior Health Economist	Present for notes 1 – 8
Adam Storrow	Resource Impact Lead	Present for notes 1 – 8
Toni Tan	Technical Adviser – Surveillance	Present for notes 1 – 8

Apologies:

Becky Chadwick	Project Manager
Danielle Conroy	Project Manager
Sarah Scott	Public Involvement Adviser

1. Welcome and objectives for the meeting

The Chair (AF) welcomed the committee members and NICE attendees to the first breast cancer guideline update committee meeting.

AF then informed the committee that apologies had been received which are noted above.

AF asked all committee members to verbally declare any interests.

AF and senior members of the Developer team noted that the interests declared did not prevent the attendees from fully participating in the meeting.

Marie Harrisingh (MH) outlined the aims of the meeting.

2. Introduction to the NICE guideline process

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AF introduced Omnia Bilal (OB), Technical Analyst, who gave a brief presentation on the NICE guideline development process. AF thanked OB for her presentation and moved to the next item on the agenda.

3. Health economics introduction

AF introduced Jeremy Dietz (JD) and Lindsay Claxton (LC) who gave an introductory presentation to the committee on the role the health economic analyst and adviser have during development, and the principles that underpin NICE's approach to the economic considerations involved in our recommendations. AF thanked LC and JD for their concise and informative presentation and moved to the next item on the agenda.

4. Introduction to living guidelines and living guideline recommendations

AF introduced Marie Harrisingh (MH), the Technical Adviser and Guideline Lead for this topic, who gave a quick presentation to the committee on NICE's new living guideline approach.

MH took questions from the committee. AF then thanked MH for her presentation and moved to the next item on the agenda.

5. Health inequalities briefing

AF then handed over to Eric Slade (ES), Senior Health Economist, to present to the committee on NICE's commitment to challenging the systematic, unfair and avoidable differences in health across populations and between different groups in society.

He demonstrated how NICE identify these inequalities through a review of evidence and AF thanks ES for his presentation and moved the discussion to the next item on the agenda.

6. Introduction to prioritisation of topics within the Breast cancer guidelines

AF introduced Sarika Paul (SP) and Charlotte Haynes (CH) to demonstrate how surveillance was done for this guideline and discuss prioritisation with the committee.

AF thanked SP and CH for their work in explaining our approach so clearly and moved on to the final main item of the day.

7. Expert reference group

For the final main item on the agenda, AF introduced Kate Kelley (KK), the Associate Director for Guideline Development Team B, to give a quick presentation on NICE expert reference group and how topic specialists were, and will continue to be, selected for this update.

AF thanked KK and moved to the close of the meeting.

8. AOB, Summary and next steps

JL reminded the committee of the next key dates and advised that the day's presentations would be emailed out to attendees in short order. He also advised that committee members would be contacted shortly regarding which meetings they would be needed for as development continued.

AF then thanked everyone for their contributions and closed the meeting.

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Date of next meeting: 25/11/2022

Location of next meeting: Virtual