

Supporting Adult Carers Committee meeting 12

Date: 26 February 2019

Location: RCOG, 27 Sussex Pl, Marylebone, London NW1 4RG

Minutes: Final

Committee members present:	
Phil Taverner (PT) (Chair)	Present for notes 1 – 9
Philippa Russell (PR) (Topic Advisor)	Present for notes 1 – 9
Anna Ferguson Montague (AFM)	Present for notes 1 – 9
Celia Robinson (CRo)	Present for notes 1 – 9
Charlotte Argyle (CA)	Present for notes 3 – 9
Claire Casarotto (CC)	Present for notes 1 – 9
Clare Rachwal (CRa)	Present for notes 1 – 9
Debbie Hustings (DH)	Present for notes 1 – 9
Dorinda Jack (DJ)	Present for notes 1 – 7
Jeanne Fay (JFa)	Present for notes 1 – 9
Karen Harrison Dening (KHD)	Present for notes 1 – 9
Mary Larkin (ML)	Present for notes 1 – 9
Sue Jones (SJ)	Present for notes 1 – 9

In attendance:		
Bridget Warr (BW)	NGA Social Care Advisor	Present for notes 1 – 9
Lisa Boardman (LB)	NGA Guideline Lead	Present for notes 1 – 9
Eleni Chrysopoulou (EC)	NGA Project Manager	Present for notes 1 – 9
Jennifer Francis (JFr)	NGA Senior Systematic Reviewer	Present for notes 1 – 6
Ferruccio Pelone (FP)	NGA Systematic Reviewer	Present for notes 1 – 9
Alec Martin (AM)	NGA Systematic Reviewer	Present for notes 1 – 9
Paul Jacklin (PJ)	NGA Economist	Present for notes 1 – 4
Justine Karpusheff (JK)	NICE Guideline Commissioning Manager	Present for notes 1 – 9

Apologies:	
Nadira Sharif (NS)	NGA Systematic Reviewer

--	--

1. Welcome and introductions

The Chair welcomed the committee members and attendees to the 12th meeting of the Supporting Adult Carers Guideline Committee. The committee members and attendees introduced themselves.

The Chair informed the committee that apologies had been received. These are noted above.

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was provision of support for adult carers. The Chair asked everyone to verbally declare any interests that have arisen since the last meeting

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Philippa Russell		Chair, Reference Group - Guidance on emerging evidence and practice examples of commissioning and delivering respite care/carers breaks for adult carers.	Direct – non-financial professional	Declared, no further action. Interest is non-specific.

The Chair and a senior member of the NGA team noted that the interests declared did not prevent the attendee from fully participating in the meeting.

2. End of financial year deadlines

Jen Francis, Business & projects administrator informed the committee about

- Year end
- Deadlines for submitting claims

3. Update on proposed economic modelling

The Chair introduced PJ, NGA Economist, who presented an update on the economic work to the committee.

The Chair thanked PJ for his presentation.

4. Agree structure and headings for guideline

The committee discussed and agreed a draft structure of the guideline and responded to comments from the NICE editor.

5. Review Question 3. What is the acceptability of different tools or approaches for assessing the needs of carers?

The Chair introduced FP, NGA Systematic Reviewer, who presented an overview of the qualitative evidence for review question 3 to the committee (including updates of re-run searches)

The committee were given the opportunity to ask questions.

The Chair introduced committee member CRa, who presented feedback on the evidence review for question 3 on behalf of the topic group.

6. Drafting recommendations for Review Question 3

The Chair led a discussion of the evidence with the committee, and the committee drafted recommendations based on review question 3.

7. Expert witnesses for RQ3 – Bernadette Simpson and John Bangs

The Chair welcomed BS and JB.

They gave some background information about their respective roles and presented to the committee (item 7a and 7b)

The committee were given the opportunity to ask questions.

BS and JB left the meeting

8. Review of recs in light of expert witness testimony

The committee continued with drafting recommendations based on RQ3, taking into account the expert testimony

9. AOB

Nothing to discuss. Chair closed the meeting

Date of next meeting: 8 & 9 April 2019

Location of next meeting: RCOG