

**Babies, Children and Young People's experience of Healthcare Guideline  
Committee Meeting 6**

**Date:** 25<sup>th</sup> November 2019

**Location:** Broadway House, Abbey Room, London

**Minutes:** Final

<b>Committee members present:</b>	
Catherine White (Chair)	Present for notes 1 – 6
Dougal Hargreaves (Topic Adviser)	Present for notes 1 – 6
Charity Gondwe	Present for notes 1 – 6
Emma Beeden	Present for notes 1 – 6
Aishah Farooq	Present for notes 1 – 6
Nathan Randles	Present for notes 1 – 6
Kath Evans	Present for notes 1 – 6
Joanna Shaw	Present for notes 1 – 6
Sallie Bloomfield	Present for notes 1 – 6
Rachel Elvins	Present for notes 1 – 6
James McTaggart ( <b>via Teams</b> )	Present for notes 1 – 6
Richard Churchill	Present for notes 1 – 6
Xanthe Hodgson	Present for notes 1 – 6
Cath Hubbuck	Present for notes 1 – 6
Paul Ashley	Present for notes 1 – 6
Catherine Churchill	Present for notes 1 – 6
Amy Overend	Present for notes 1 – 6

<b>In attendance:</b>		
Hilary Eadon	NGA Guideline Lead	Present for notes 1 – 6
Patrice Carter	NGA Senior Systematic Reviewer	Present for notes 1 – 6
Anuja Pandey	NGA Systematic Reviewer	Present for notes 1 – 6
Alice Navein	NGA Systematic Reviewer	Present for notes 1 – 6
Agnesa Mehmeti	NGA Information Scientist	Present for notes 1 – 4
Stephanie Armstrong	NGA Health Economist	Present for notes 1 – 6
Feima Ndoeka	NGA Project Manager	Present for notes 1 – 6
Charlie Fairhurst	NGA Clinical Advisor (Via Teams)	Present for notes 1 – 6
Catrina Charlton	NICE Guideline Commissioning Manager	Present for notes 4 – 6
Rakhee Shah	NGA Clinical Fellow	Present for notes 1 – 6
Joanna Carr	Senior Participation Development Officer, National Children's Bureau (NCB)	Present for notes 4 – 6

**Apologies:**

Grace Atkins	Committee Member
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**1. Welcome and objectives for the meeting**

The Chair welcomed the committee members and attendees to the 6<sup>th</sup> guideline committee meeting on Babies, children and young people's experience of healthcare. The Chair acknowledged apologies received as noted above.

**2. Confirmation of matter under discussion, and declarations of interest**

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was babies, children and young people's experience of healthcare. The Chair asked everyone to verbally declare any interests that have arisen since the last meeting. Three new declarations were made by two committee members.

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Aishah Farooq	Guideline Committee Member (lay)	Member of NHS Youth forum  25.11.2019	Direct, non-financial professional and personal interest	Declare and participate Agreed by: GL December 2019 Rationale: This role may cover discussions of the same areas as the guideline, but is unlikely to lead to a direct impact on the development of the recommendations
Nathan Randles	Guideline Committee Member (lay)	BYC Policy Steering Group member  25.11.2019	Direct, non-financial professional and personal interest	Declare and participate Agreed by: GL December 2019 Rationale: This role may cover discussions of the same areas as the guideline, but is unlikely to lead

				to a direct impact on the development of the recommendations .
Nathan Randles	Guideline Committee Member (lay)	# I Will Campaign Champion  25.11.2019	Direct, non-financial professional and personal interest	Declare and participate Agreed by: GL December 2019 Rationale: Not specific to guideline

The Chair and a senior member of the Developer's team noted that the interests declared did not prevent the attendees from fully participating in the meeting.

The Chair congratulated two members of the committee who had new jobs.

The Chair outlined the objectives of the meeting.

### 3. Minutes of last meeting

The minutes from the last meeting were agreed as an accurate record.

### 4. Presentations

The Chair introduced the following presentations:

Patrice Carter, NGA Senior Systematic Reviewer presented a reminder on the inclusion/exclusion of studies into a systematic review, and an overview of the grey literature search methods..

Rakhee Shah, Clinical Fellow presented the Grey Literature Primary Mapping Exercise.

Anuja Pandey, NGA Systematic Reviewer presented the evidence review for 7.1 How can health services support babies, children and young people to participate in usual activities (for example family relationships, schooling, peer friendships, social activities)?

Joanna Carr, NCB Senior Participation Development Officer provided the committee with an update and feedback from the children and young people's reference groups.

Hilary Eadon, NGA Guideline Lead, presented three draft versions of a conceptual framework for the guideline.

The Chair thanked all the presenters.

### 5. Questions and discussion

The committee discussed the evidence review for 7.1 and agreed recommendations.

The committee discussed the feedback from the Focus groups, and in particular the

evidence relevant to question 7.1

The committee discussed the draft version of the conceptual framework, and discussed how the guideline would be promoted and implemented when it is published.

**6. AOB**

There was no further business to discuss.  
The Chair closed the meeting at 4pm.

**Date of next meeting:** 26<sup>th</sup> November 2019

**Location of next meeting:** Broadway House (Tothill St, Westminster, London SW1H 9NQ), London