

Thyroid cancer Committee meeting 16

Date: 13/9/22 10.00-16.00

Location: Remote meeting

Minutes: Final

Committee members present:		
Richard Grünewald [RG] – Chair		Present for notes 1 - 6
Jeremy Davis [JD] – Topic advisor		Present for notes 1 - 6
John Buscombe [JB]		Present for notes 1 - 6
Preetha Chengot [PC]		Present for notes 1 - 6
Neil Cozens [NC]		Present for notes 1 - 6
Fiona Eatock [FE]		Present for notes 1 - 6
Kate Farnell [KF]		Present for notes 1 – 3 (morning session)
Sonja Hoy [SH]		Present for notes 3 - 6
Kate Newbold [KN]		Present for notes 1 – 6
Ian Nixon [IN]		Present for notes 1 - 6
Nicholas Reed [NR]		Present for notes 3 - 6
Anh Tran [AT]		Present for notes 1 - 6
Aimee Di Marco [AD]		Present for notes 3 – 6

In attendance:		
Carlos Sharpin [CS]	Guideline Lead	Present for notes 1 - 6
Catrina Charlton [CC]	NICE Guideline Commissioning Manager	Present for notes 1 - 6
Clare Jones [CJ]	Senior Research Fellow, NICE	Present for notes 1 - 6
Alfredo Mariani [AM]	Technical Analyst, NICE	Present for notes 1 - 6
Ian Mather [IM]	Business Analyst, Resource Impact, NICE	Present for notes 1 - 6
Benjamin Pearce [BP]	Editor, NICE	Present for notes 1 - 6
Nancy Pursey [NP]	Senior Project Manager, NICE	Present for notes 1 - 6

Apologies:

Steve Hyer [SH]	Committee member
Jessica Lishak [JL]	Committee member

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the sixteenth and final meeting of the Thyroid cancer guideline committee.

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

- Discussion of the key themes from the stakeholder comments
- Agreeing changes to recommendations

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

The Chair confirmed that, for the purpose of managing conflicts of interest, the matters under discussion were all topics included in the guideline.

The committee were asked to declare any new interests. JD informed the committee of changes to previously declare interests which have now ceased:

- Trustee, British Thyroid Foundation - ceased October 2021
- Chair, Kent and Medway Thyroid Cancer Network Group – ceased September 2022
- Private practice – ceased October 2022
- Clinical Director, Cancer care services, Medway NHS Foundation Trust – ceased September 2022

KF declared involvement with a new Scottish thyroid cancer network, as patient advisor.

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

3. Stakeholder comments

AM and CS gave a presentation on key themes from stakeholder feedback. The committee discussed and agreed changes to recommendations.

4. Resource impact assessment
IM gave an update on resource impact assessment work.
5. Next steps
CS and NP gave an overview of next steps through to guideline publication on 19 December 2022.
6. AOB
The guideline committee were recognised and thanked for their hard work and commitment to the development of the thyroid cancer guideline.