Date and Time:  Friday 10th June 2016, 1000 – 1600

Place:  Boardroom, NCGC, 180 Great Portland Street, London, W1W 5QZ

Present:  
GDG members  
Bruce Guthrie (BG) – Chair  
Alaster Rutherford (AF) – Pharmacist  
Andrew Clegg (AC) – Geriatrician  
Cate Seton-Jones (CSJ) – Palliative Care Specialist  
Emily Lam (El) – Lay member  
John Hindle (JH) – Geriatrician  
Nina Barnett (NB) – Pharmacist  
Rupert Payne (RP) – General Practitioner/Pharmacologist  
Sam Barnett-Cormack (SBC) – Lay member  
Carolyn Chew-Graham (CCG) – General Practitioner

NGC  
Kate Ashmore (KA) – Documents Editor/Process Assistant  
Tamara Diaz (TD) – Project Manager  
Elisabetta Fenu (EF) – Senior Health Economist  
Caroline Farmer (CF) – Senior Research Fellow  
James Gilbert (JG) – Research Fellow  
Norma O’Flynn (NOF) – Guideline Lead/Clinical Director

NICE  
Anne Louise Clayton (ALC) – NICE Editor  
Caroline Keir (CK) – Guidelines Commissioning Manager  
Jane Lynn (JL) – Resource Impact Team

Observers  
Katrina Davis (KD) – Research Fellow, NGC  
Ben Mayer (BM) – Research Fellow, NGC

Apologies:  
David Kernick (DK) – General Practitioner  
Jonathan Inglesfield (JI) – General Practitioner  
Hannah Trippier (HT) – Senior Research Fellow, NGC
Notes

1. **Introduction, apologies and minutes**
The chair welcomed the group to the twelfth meeting of the GDG and introduced KD and BM as observers. Apologies were received from JI, DK and HT. The minutes from the previous meeting were signed off with minor amendments.

2. **Declaration of interests**
The Chair reviewed and requested updates to the declarations of interest register. The declarations of interest received for this meeting included:

<table>
<thead>
<tr>
<th>Initials</th>
<th>Declaration</th>
<th>Classification</th>
<th>Chair’s action</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC</td>
<td>Leading work to develop and validate a frailty index based on routine primary care data. Funded by the NIHR (National Institute for Health Research) CLAHREC (The Collaboration for Leadership in Applied Health Research and Care) Programme.</td>
<td>Personal non-pecuniary interest</td>
<td>Declare and withdraw. AC to step out from room during discussions on Risk Tools due to specific interest in frailty tool.</td>
</tr>
<tr>
<td>CCG</td>
<td>Working on an NIHR public-health research funded project on pharmacy intervention for people with long-term conditions; identifying depression and pharmacy interventions.</td>
<td>Personal non-pecuniary interest</td>
<td>Declare and participate</td>
</tr>
</tbody>
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3. **Overview of stakeholder comments**
NOF gave a presentation on the comments received during stakeholder consultation.

4. **Evidence reviews**
CF and JG re-presented the evidence reviews on risk tools and bisphosphonates to the GDG in light of the stakeholder consultation comments.

5. **Presentation: Resource Impact**
JL gave a presentation on the resource impact team at NICE and asked the committee to send her their input.

6. **Revision of recommendations**
The GDG reviewed and amended the guideline recommendations in response to stakeholder comments.
7. **Research recommendations**
The GDG reviewed and amended the guideline research recommendations in response to stakeholder comments and changes to recommendations.

8. **AOB**
The group were informed of administrative matters relating to the guideline.