

4.0.3 DOC Cmte minutes

Dementia Guideline Committee meeting 18 – development

Date: 19/10/2017 & 20/10/17

Location: NICE offices, Manchester

Minutes: Final



Committee members present:	
Damien Longson (DL) (chair)	Day 1 – present for all (absent for part of item 2) Day 2 – Present for all
Louise Allan (LA)	Present for all
Joanne Brady (JB)	Day 1 – Present for all
Carol Duff (CD)	Present for all
Richard Clibbens (RC)	Present for all
Kim Grosvenor (KG)	Present for all
Karen Harrison-Denning (KHD)	Present for all
Jeremy Isaacs (JI)	Present for all
Hannah Luff (HL)	Present for all
Kevin Minier (KMin)	Present for all
Ruth O’Dea (RO)	Present for all
John O’Brien (JO)	Day 1 – Present for all Acting Chair for part of item 2
Sarah Partington (SP)	Present for all
Chris Roberts (CR)	Present for all
Ben Williams (BW)	Day 2 – Present for all
Tracy Wright (TW)	Day 1 – Present for all

In attendance:		
Sohaib Ashraf (SA)	NICE - Health Economist	Present for all
Elizabeth Barrett (EB)	NICE - Information Specialist	Present for all
Vicky Gillis-Elliott (VG)	NICE – Technical Analyst	Day 2 – Present for all
James Hall (JH)	NICE – Editor	Present for all
Andy Hutchinson (AH)	NICE – Medicines Advisor	Present for all
Justine Karpusheff (JK)	NICE - Commissioning Manager	Present for all
Vonda Murray (VM)	NICE - Project Manager	Day 1 – Present for item 1 Day 2 – Present for item 1, 7, & 8
Toby Mercer (TM)	NICE - Technical Analyst	Day 1 – Present for items 3 – 5
Edgar Masanga (EM)	NICE - Business Analyst	Day 1 – Present for all
Gabriel Rogers (GR)	NICE - Technical Advisor	Present for all
Joshua Pink (JP)	NICE – Technical Advisor	Present for all

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Observers:	
Jane Roberts	Lay member carer – present for all
Dimtry Ponomarev	NICE Research Fellow – present for all

Apologies:	
Joanne Brady (JB)	Committee member – day 1
Belinda Black	Sub-group member – day 2
Linda Clare (LC)	Committee member – day 1 & 2
Sally English (SE)	Sub-group member – day 2
Sandra Evans (SE)	Committee member – day 1 & 2
Vicky Gillis-Elliott (VG)	NICE – Technical Analyst – day 1
Wayne Goddard	Committee member – day 1
Edgar Masanga (EM)	NICE - Business Analyst – day 2
Toby Mercer (TM)	NICE - Technical Analyst – day 2
Maggie Murdock (MM)	Sub-group member – day 2
John O'Brien (JO)	Committee member – day 2
Angela Parkin (AP)	NICE - Medicines Advisor – day 1 & 2
Louise Robinson (LR)	Committee member – day 1 & 2
Pauline Shaw (PS)	Sub-group member – day 2
Susan Spiers (SS)	NICE – Associate Director – day 1 & 2
Tracy Wright (TW)	Committee member – day 2

Day 1 – Thursday 19th October 2017

Item 1
<p>Welcome, apologies, objectives for the meeting, declaration of interests and minutes of previous meeting</p> <p>The Chair welcomed the Committee members, attendees and observers to day 1 of the 18th dementia committee meeting.</p> <p>The Chair invited, AH and EM to introduce themselves to the committee.</p> <p>Apologies were noted, as recorded above. The Chair invited each attendee to declare any new conflicts since the previous meeting. No new declarations were made. Having reviewed all of the previous declarations of interest it was agreed that all committee members were eligible to attend the committee meeting and contribute to the discussions.</p> <p>The minutes were reviewed from GComm 17, Wednesday 18th and Thursday 19th September 2017. One correction was noted;</p> <ul style="list-style-type: none">• KHD, did not attend GComm17 <p>Subject to the amendment noted above the minutes were agreed to be an accurate record.</p>

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Item 2

RQ28: What are the most effective non-pharmacological interventions for supporting cognitive functioning in people living with dementia?

RQ29: What are the most effective non-pharmacological interventions for supporting functional ability in people living with dementia?

RQ30: What are the most effective non-pharmacological interventions to support wellbeing in people living with dementia?

- Presentation of evidence
- Health economics
- Agree evidence statements
- Recommendations

JO, chaired part of this item, in DL's absence

SA highlighted to the committee the main changes that had been made to the health economic analysis for the most effective non-pharmacological interventions for supporting cognitive functioning, functional ability and wellbeing in people living with dementia.

JP presented the clinical evidence for the most effective non-pharmacological interventions for supporting cognitive functioning, functional ability and wellbeing in people living with dementia. The committee discussed the evidence, and agreed the evidence statements, and made recommendations.

Item 3

RQ13: What are the specific needs of younger people living with dementia?

- Presentation of evidence
- Agree evidence statements

TM recapped the search protocol for RQ13, reminding the committee of the agreed inclusion and exclusion criteria. TM presented the clinical evidence for, what are the specific needs of younger people living with dementia.

Item 4

RQ13: What are the specific needs of younger people living with dementia?

- Agree evidence statements

The committee discussed the evidence presented for, what are the specific needs of younger people living with dementia, reviewed the recommendations, and revised these as appropriate.

Item 5

- AOB

The Chair thanked the committee for their time and contribution to the meeting, and reminded the committee of the start time for day 2.

Day 2 – Friday 20th October 2017

Item 1

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Welcome, apologies, objectives for the meeting, and declaration of interests

The Chair welcomed the committee and sub group members, and attendees to the 2nd day of GCOMM18. The committee, sub group and attendees made introductions.

Apologies for the meeting were received as detailed above. The Chair asked the committee and sub group attendees for any new declarations. No new declarations were made. Having reviewed all of the previous declarations of interest it was agreed that all committee members were eligible to attend the committee meeting and contribute to the discussions.

It was agreed that all committee members were eligible to participate in the committee meeting. The Chair outlined the proposed objectives of the meeting.

Item 2

- Shared decision making

AH, provided a recap on what shared decision making is and outlined areas within the guideline that may benefit from a shared decision making tool. The committee discussed the options, and agreement was reached on how to take shared decision making forward in relation to the dementia clinical guideline.

Item 3, 4 and 5

- Reruns & review of recommendations

JP, VG and SA presented to the committee evidence, for the review questions where new evidence was found. The committee reviewed and revised the recommendations as appropriate. JP facilitated the review of recommendations, for those review questions where no new evidence was found. The committee discussed the recommendations, and revised these as appropriate.

Item 6

- Research recommendations

The committee reviewed the research recommendations, and revised these as appropriate. The committee prioritised the top 5 research recommendations, to be included in the short guideline version of the guideline.

Item 7

- Next steps

VM provided an overview of the next steps and key dates in preparing for the consultation process.

Item 8

- AOB & Close

The Chair thanked the committee for their time and contribution to the meeting. The venue, date and time of the next meeting were confirmed.

Date of next meeting:

Post consultation Meeting
Tuesday 27th February 2018

Location of next meeting:

NICE offices, Manchester

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