

4.0.3 DOC Cmte minutes

Dementia Guideline Committee meeting – Post consultation

Date: 27/02/2018

Location: NICE offices, Manchester

Minutes: Final



Committee members present:	
Damien Longson (DL) (chair)	Present for all
Louise Allan (LA)	Present from partway through item 2
Linda Clare (LC)	Present for all
Richard Clibbens (RC)	Present for all
Sally English (SE)	Present for all
Karen Harrison-Denning (KHD)	Present until item 4
Jeremy Isaacs (JI)	Present for all
Hannah Luff (HL)	Present for all
Kevin Minier (KMin)	Present for all
John O'Brien (JO)	Present for all
Ruth O'Dea (RO)	Present for all
Louise Robinson (LR)	Present for all
Pauline Shaw (PS)	Present for all
Ben Williams (BW)	Present for all

In attendance:		
Sohaib Ashraf (SA)	NICE - Health Economist	Present for all
James Hall (JH)	NICE – Editor	Present for all
Justine Karpusheff (JK)	NICE - Commissioning Manager	Present for all
Yolanda Martinez (YM)	NICE - Technical Analyst	Present for all
Kate Moring (KM)	NICE – Resource Impact Lead	Present for all
Adam O'Keefe (AO)	NICE – Project Manager	Present for item 1 and from item 6
Angela Parkin (AP)	NICE - Medicines Advisor	Present for all
Joshua Pink (JP)	NICE – Technical Advisor	Present for all
Susan Spiers (SS)	NICE – Associate Director	Present for all

Observers:	
Rachael Glick	NICE Technical Analyst – present for all
Kathryn Hopkins	NICE Technical Advisor – present for all

4.0.3 DOC Cmte minutes

Apologies:	
Elizabeth Barrett (EB)	NICE - Information Specialist
Joanne Brady (JB)	Committee member
Belinda Black	Sub-group member
Carol Duff (CD)	Committee member
Sandra Evans (SE)	Committee member
Wayne Goddard (WG)	Committee member
Kim Grosvenor (KG)	Committee member
Gabriel Rogers (GR)	NICE - Technical Advisor
Maggie Murdock (MM)	Sub-group member
Vonda Murray (VM)	NICE – Project Manager
Sarah Partington (SP)	Committee member
Chris Roberts (CR)	Committee member
Tracy Wright (TW)	Committee member

Item 1

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

The Chair welcomed the Committee members, attendees and observers to the Dementia guideline committee, post consultation meeting.

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.

The minutes were reviewed from GComm 18, Thursday 19th and October 2017, and were agreed to be an accurate record.

Item 2

Stakeholder consultation comments and committee discussion

JP led a discussion with the committee on the stakeholder comments. The committee agreed the responses to the stakeholder comments and any necessary changes to the guideline and / or recommendations.

Item 3

Stakeholder consultation comments and committee discussion

The committee continued to discuss the stakeholder comments. The committee agreed the responses to the stakeholder comments and any necessary changes to the guideline and / or recommendations.

Item 4

Stakeholder consultation comments and committee discussion

The committee completed their discussion on the comments received from consultation. The responses to the comments were agreed and any necessary changes to the guideline and / or recommendations.

4.0.3 DOC Cmte minutes

Item 5
Research recommendations
JP discussed with the committee the research recommendations previously made, and additional suggestions for research recommendations made by stakeholders. The committee agreed the responses to the stakeholder comments and any necessary changes to the research recommendations.
Item 6
<ul style="list-style-type: none">• Publication process
AO went through the next steps, and key dates in the publication process
Item 7
<ul style="list-style-type: none">• AOB
The Chair thanked the committee for their time and contribution to the meeting, and their input in creating the guideline.