

4.0.03 DOC Cmte minutes

Primary Brain Tumours Committee meeting

Date: 24th October 2017

Location: Royal college of Obstetrics and Gynaecology

Minutes: Confirmed

Committee members present:	
Tom Roques (Chair)	Present for items 1 – 19
Eileen Andrews	Present for items 1 – 19
Garth Cruickshank (Topic adviser)	Present for items 1 – 19
Sebastian Brandner	Present for items 1 – 19
Alison Cameron	Present for items 1 – 19
Sara Erridge	Present for items 1 – 10
Zoe Faulkner	Present for items 1 – 19
Sarah Jefferies	Present for items 11 – 19
Jeremy Rees	Present for items 1 – 19
Isabella Robbins	Present for items 1 – 19
Stuart Smith	Present for items 1 – 19
David Summers	Present for items 1 – 19

In attendance:		
Alex Bates	Guideline lead (NGA)	Present for items 1–19
Mia Schmidt Hansen	Senior Systematic Reviewer (NGA)	Present for items 4 & 6
Eva Gonzalez	Systematic reviewer (NGA)	Present for items 6 – 8
Katherine Andrea	Senior Project Manager (NGA)	Present for items 11 – 19
James Hawkins	Health Economist (NGA)	Present for items 6 – 8
John Graham	Clinical Advisor (NGA)	Present for items 11 - 16

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Observers:		
Clifford Middleton	Guideline Commissioning Manager (NICE)	Present for items 1-10
Gareth Haman	Editor (NICE)	Present for items 1-10

1. Welcome, apologies and minutes of the previous meeting

The Chair welcomed the Committee members and attendees to the 10th Guideline Committee meeting on Primary Brain Tumours. The Committee members and attendees introduced themselves.

Apologies were received from Sara Robson, Ingela Oberg, Catherine Derbyshire, John Graham, Sarah Jefferies and Jeremy Rees.

The Committee accepted the minutes from the previous meeting as a true and accurate record.

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

The Chair asked everyone to verbally declare any interests that have arisen since the last meeting.

Name	Job title, organisation	Declarations of Interest, date declared (recruitment / committee meeting)	Type of interest	Decision taken
Stuart Smith	Clinical Associate Professor Neurosurgery, Nottingham University Hospitals	Published paper in Biomed. Res. Int 2017 (4) 915370-13: "MicroRNA regulation of Glycolytic Metabolism in Glioblastoma"	Personal, Non-Financial, Non-Specific	Declare and participate
Sebastian Brander	Professor of Neuropathology	Publication of review in Journal of Neurology	Personal, Non-Financial, Non-Specific	Declare and participate

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		“Neurological Update: gliomas and other primary brain tumours in adults”:		
The Chair and a senior member of the Developer’s team noted that no action was necessary.				
3. Lay member forum				
Isabella Robbins raised the concern that the lack of qualitative research excludes the voice of the patient.				
4. Presentation – Results 3b) Which technique should be used for adults with meningioma who require radiotherapy?				
Mia Schmidt Hansen presented the evidence relating to radiotherapy techniques for adults with meningioma.				
5. Drafting recommendations & LETR: 3b) Which technique should be used for adults with meningioma who require radiotherapy				
The committee drafted recommendations and the LETR based on the evidence presented for radiotherapy techniques for adults with meningioma.				
6. Re-runs: presenting the evidence. 2c) Managing initial high grade-glioma and 4a) Managing brain metastases				
Mia Schmidt Hansen and Eva Gonzalez presented the evidence from the re-run searches relating to review questions 2c) Managing initial high grade-glioma and 4a) Managing brain metastases.				
7. Re-runs and their impact on the recommendations: 2c) Managing initial high grade-glioma				
The committee considered the impact of the evidence found in the re-run searches on the recommendations for review question 2c).				
8. Re-runs and their impact on the recommendations: 4a) Managing brain metastases				
The committee considered the impact of the evidence found in the re-run searches on the recommendations for review question 4a).				
9. Guideline layout				

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The Chair and the Guideline Lead ran through options of how to structure the guideline.

10. Recommendations

The committee discussed outstanding queries regarding the guideline recommendations.

Primary Brain Tumours Committee meeting

Date: 25th October 2017

Location: Royal college of Obstetrics and Gynaecology

Minutes: Confirmed

11. Welcome and apologies

The Chair welcomed the Committee members and attendees to the Guideline Committee meeting on Primary Brain Tumours. The Committee members and attendees introduced themselves.

Apologies were received from Sara Robson, Ingela Oberg, Catherine Derbyshire, and Sara Erridge.

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

The Committee declared no new declarations of interest.

13. Lay member forum

No comments were raised in the lay member forum

14. Confirming guideline layout

The Chair confirmed the revised structure of the guideline with the committee.

16. Confirming recommendations

The committee dealt with remaining queries and confirmed recommendations for the short guideline.

17. Confirming recommendations continued

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The committee dealt with remaining queries and confirmed recommendations for the short guideline.

18. Confirming recommendations continued

The committee dealt with remaining queries and confirmed recommendations for the short guideline.

19. Submission timeline

The Guideline Lead took the committee through the timeline for the submission of the guideline to NICE.

20.AOB & Close

The Chair asked the Committee whether there was any other business. The date of the next meeting was confirmed as the **5th and 6th March 2018**. The Chair thanked the committee and the team for their hard work and closed the meeting.

Date of next meeting: 5th and 6th March 2018

Location of next meeting: RCOG, 27 Sussex Place Regents Park London