

## Obstructive Sleep Apnoea/Hypopnoea Syndrome and Obesity Hypoventilation Syndrome Committee meeting 10

**Date:** 09/10/2019

**Location:** Boardroom, National Guideline Centre, 11 St Andrews Place,  
Regent's Park, London, NW1 4LE

**Minutes:** Final

<b>Committee members present:</b>		
Martin Robinson (MR) (Chair)		(Present for items 1 – 7)
Anita Simonds (AS) (Topic adviser)		(Present for items 1 – 7)
Ricky Jones (RJ)		(Present for items 1 – 7)
Adrian Kendrick (AK)		(Present for items 1 – 7)
Robert Koefman (RK)		(Present for items 1 – 7)
Ann Nevinson (AN)		(Present for items 1 – 7)
Annabel Nickol (ANi)		(Present for items 1 – 7)
Tahmina Siddiqui (TS)		(Present for items 1 – 7)
Sophie West (SW)		(Present for items 1 – 7)

<b>In attendance:</b>		
Catherine Baden-Daintree		(Present for items 1 – 7)
Catrina Charlton (CC)	Guidelines Commissioning Manager, NICE	(Present for items 1 – 7)
Emtiyaz Chowdhury (EC)	Health Economist, NGC	(Present for items 1 – 7)
Stephanie Holderness (SH)	Project Manager, NGC	(Present for items 1 – 7)
Sharangini Rajesh (SR)	Senior Research Fellow, NGC	(Present for items 4 – 7)
Carlos Sharpin (CS)	Guideline Lead, NGC	(Present for items 1 – 7)
Audrius Stonkus (ASt)	Research Fellow, NGC	(Present for items 1 – 7)

<b>Apologies:</b>	
Christopher Rogers (CR)	Lay Member
Ian Stone	Committee Member
Iain Wheatley	Committee Member

### 1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the tenth meeting on Obstructive Sleep Apnoea/Hypopnoea Syndrome and Obesity Hypoventilation Syndrome.

Apologies were received for this meeting. These are noted above.

### 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	Type of interest	Decision taken
Adrian Kendrick	Consultant Clinical Scientist, University Hospitals NHS Trust	Paid £250 for Philips Education Day lecture on how to apply scientific software for understanding complex physiological measurements on non-invasive ventilation (NIV). No direct influence on work of committee.	Direct, financial	Non-specific. No other action than process of open declaration.

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

### 3. Minutes of last meeting

The Chair asked the Committee if it wanted any changes made to the minutes of the last meeting. The Committee agreed that the minutes were a true and accurate account of the meeting.

4. CS and CC updated the committee on the consultation process for TA139.
5. CBA gave a presentation on writing recommendations and how the format should be for guidelines using NICE recommendations.
6. SR gave presentation on revisiting recommendations.
7. The Committee discussed and updated recommendations and committee discussions for adherence, monitoring, demonstration of efficacy, prioritisation and who to suspect.

**Any other business**

None

**Date of next meeting:** 20/11/2019

**Location of next meeting:** Boardroom, National Guideline Centre, 11 St Andrews Place, Regent's Park, London, NW1 4LE