

Date and Time:	27 th April 2010 (10.00am-4.00pm)
-----------------------	--

Minutes:	
Guideline Development Group Meeting	Autism Spectrum Disorder (ASD)
Place:	<i>RCPCH</i>
GDG present:	Gillian Baird (GB) (Chair) Susan Anderson (SA) Carol Bagnall (CB) Tony Charman (TC) Diana Howlett (DH) Ann Le Couteur (ALC) Anne Marie McKigney (AM) Sharon Richman (SR) Lorraine Scott (LS) Emily Simonoff Zoe Thompson (ZT) Penny Williams (PW)
NCC-WCH staff in attendance:	Hannah Rose Douglas (HRD) Juliet Kenny (JK) Lily Jin (LJ) Stephen Murphy (SM) Hugh McGuire (HM)
NICE Staff:	Sue Latchem (SL) – 11am-noon only
Observers:	Judith Thornton (JT) NICE
Invited speaker:	N/A
Apologies:	Jamie Nicholls (JN)

Notes (numbers correspond to items on the agenda)

1. Welcome, apologies, housekeeping, minutes from last GDG

GB welcomed the GDG to the 6th guideline development group for the guideline on autism spectrum disorder in children and young people. GB introduced JT who went on to explain that she was attending the meeting to observe how the GDG were using GRADE

Apologies were received from JN.

GB advised the group that the minutes from the previous GDG would be circulated and approved after lunch. She later advised the group that they would be circulated by email instead following the meeting.

2. Declarations of Interests

Prior to the meeting the NCC-WCH concluded their consideration of the research declared by GB at the 4th GDG meeting in January and were satisfied that there were no conflicts of interest. Approval was sought from NICE who confirmed on 29th March that GB was able to facilitate all discussion during future meetings.

GB asked all present to state whether they had any new interests to declare. No new interests were declared.

HRD reminded the group the ALC and TC had previously declared interests in areas that were relevant to questions on the agenda for this meeting. HRD asked ALC and TC to remind the group about what their interests were and confirm whether they felt that this work prevented them from taking an open minded attitude towards the evidence under review. Having considered ALC's and TC's statements the group agreed that both should be able to participate fully in discussion.

Roles of NCC-WCH technical team (not on agenda)

HRD took opportunity to remind GDG members of changes to NCC-WCH technical team

3. Guidance on working in topic groups and writing recommendations and translations

SM spoke to the group briefly about the process working in topic groups outside of meetings to produce recommendations and translations. He reminded GDG about deadline for stakeholder consultation and technical team answered questions about presentation and style of guideline.

4. Chapter 5 (question 3 parts A and B)

HM and ALC presented evidence. Group discussed evidence and drafted recommendations

5. Chapter 6 (question 4 parts A and B)

LJ presented evidence. GDG divided into small groups to discuss evidence. Group discussion followed.

6. Chapter 4 (question 2 part B)

HM presented evidence and discussion followed

7. Review of work to be done outside of meeting

GB summarised work to be done by topic groups following the meeting

Next meeting 8th June Royal College of Paediatrics and Child Health (RCPCH) 10.00am-4.00pm