

Minutes: Confirmed

**Pneumonia Guideline Development
Group Meeting 14**

Date and Time: *25 February, 10.00 am to 4.00 pm*

Place: *National Clinical Guideline Centre, 5th floor 180 Great Portland Street, London, W1W 5QZ*

Present:

- Attendee 1 Mark Woodhead (Chair) (A1)
- Attendee 2 Sani Aliyu (A2)
- Attendee 3 Jeremy Brown (A3)
- Attendee 4 Ron Daniels (A4)
- Attendee 5 Sinan Eccles (A5)
- Attendee 6 Sonia Greenwood (A6)
- Attendee 7 Ahmed Jaafar (A7)
- Attendee 8 Wei Shen Lim (A8)
- Attendee 9 Michael Moore (A9)
- Attendee 10 John Watkins (A10)
- Attendee 11 Lesley Ann Roper (A11)
- Attendee 12 Corrine Whittingham (A12)

In attendance:

NICE Staff:		
NICE attendee 1	Caroline Keir	Points 2 - 5
NICE attendee 2	Catharine Baden-Daintree	
NCGC Staff:		
NCGC attendee 1	Bernard Higgins	
NCGC attendee 2	Sara Carrillo	
NCGC attendee 3	Grammati Sarri	
NCGC attendee 4	Elisabetta Fenu	
NCGC attendee 4	Celia Pincus	

Observers:

NIHR observer 1	Tom Kenny	Points 1 and 2
NIHR observer 2	Pamela Young	Points 1 and 2
NIHR observer 3	Louise Craig	Points 1 and 2

Notes

1. A1 welcomed the group to the fourteenth meeting of this GDG. Apologies were received from Steven Searle and James Hooper. The Chair asked all GDG members to declare any relevant conflicts of interest. All declared that they knew of no new personal specific, personal non-specific, non-personal specific or non-personal non-specific interest in the development of this guideline.
2. The Chair introduced invited representatives from the NIHR, who made a presentation to the GDG on drafting research recommendations for the guideline.

The GDG then discussed potential research recommendations relevant to this guideline. The Chair thanked the NIHR representatives for their contribution to the meeting.
3. The minutes of the last meeting of this group were agreed as a true and accurate account of the meeting.
4. An update was then given to the GDG on progress since the last meeting.
5. The GDG received update presentations including recently published papers pertaining to all the review questions that had been completed during the development of this guideline.

Date, time and venue of the next meeting

6. Tuesday 25 March, 10:00 – 16h00 at National Clinical Guideline Centre, 5th floor
180 Great Portland Street, London, W1W 5QZ