

Weight management guideline committee 15 meeting minutes

Weight Management Guideline Update – Committee Meeting 15 – Day 1

Date: 17/07/2023

Location: Virtual

Minutes: Final

Committee members present:		
Marie Burnham (MB – Chair)		Present for notes 1 – 6
Kate Anderson		Present for notes 1 – 6
Margaret Ashwell		Present for notes 1 – 6
Dee Aswani		Present for notes 1 – 5
Twane Celliers		Present for notes 1 – 6
Preetpal Doklu		Present for notes 1 – 6
Lisa Hodgson		Present for notes 1 – 6
Phoebe Kalungi		Present for notes 1 – 5
Sarah Le Brocq		Present for notes 1 – 6
Kathryn Melia		Present for notes 1 – 6
Suzy Taylor		Present for notes 1 – 6
Billy White		Present for notes 1 – 6

NICE Team in attendance:		
Victoria Axe	Guideline Commissioning Manager	Present for notes 1 – 6
Bethan Dorsett	Content Designer	Present for notes 1 – 6
Jackie Durkin	Administrator	Present for notes 1 – 6
Kusal Lokuge	Technical Analyst – Health Economics	Present for notes 1 – 6
Alfredo Mariani	Technical Analyst – Health Economics	Present for notes 1 – 6
Annette Mead	Senior Medical Editor	Present for notes 1 – 6
Caroline Mulvihill	Technical Adviser	Present for notes 1 – 6
Pete Shearn	Technical Analyst (observing)	Present for notes 1 – 6
Shreya Shukla	Senior Technical Analyst	Present for notes 1 – 6
Hannah Stockton	Technical Analyst	Present for notes 1 – 6
Michellie Young	Technical Analyst	Present for notes 1 – 6

Apologies:	
Mfon Archibong	Committee Member
Sarah Britton	Committee Member

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Susie Burlace	NICE Medical Editor
Julian Hamilton-Shield	Committee Member
Omar Khan	Committee Member
Grace O'Malley	Committee Member
Helen Parretti	Committee Member
Alex Miras	Committee Member
Samantha Scholz	Committee Member
Laurence Taggart	Committee Member

1. Welcome and objectives for the meeting

The Chair, Marie Burnham (MB) welcomed the committee to day 1 of the fifteenth weight management guideline committee meeting and informed the committee of the apologies noted above.

The Chair asked all committee members to verbally declare any interests that have arisen since the last meeting. Nivedita Aswani declared the following new interest:

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Nivedita Aswani	Paediatric Lifestyle Weight Management Specialist	Co-applicant for an NIHR grant to evaluate CEW (complications from excess weight) clinics.	Indirect financial	Declare and participate Rationale: CEW clinics, whilst part of weight management programmes, are very specialist and this is still in the bidding stage.

The Chair and development team reviewed these prior to the meeting and noted that the interests declared did not prevent the Grace from fully participating in the meeting.

Finally, MB and committee members reviewed the minutes from committee meeting 14 and agreed them as an accurate record of the meeting.

2 and 3. Guideline Amalgamation

For the next two sessions, the Chair introduced Bethan Dorsett (BD), Digital Editor, who guided the committee through the remaining amalgamation work that needed to be done to bring the updated recommendations into a coherent structure.

The committee reviewed the structure the editors had drafted and made further suggestions on how it could be refined.

After a full morning session, BD confirmed she'd had all the input she needed from the committee to prepare the guideline. The Chair thanked BD for her preparation work and presentation, and the committee for their advice and support, before moving on to the next item of the day.

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4 and 5. Reviewing the full guideline

For the next two sessions, the Chair introduced Annette Mead (AM), Senior Medical Editor, who with the assistance of BD began reviewing the overall guideline. AM and BD covered the suggested changes they'd made to the wording of the drafted recommendations and asked the committee what they thought.

The committee made their suggestions on how the wording could be altered and if/where the recommendations could be reordered before the Chair closed this section of the meeting and moved to the final item of the day.

6. Next steps and any other business

The Chair thanked the committee for their time and input throughout the day and reminded them that day 2 of this meeting would begin at the same time on the following week.

She then closed day 1 of this meeting.

Date of next meeting: 24/07/2023

Location of next meeting: Virtual and in-person