

Fertility problems Committee meeting 1

Date: 05/12/2022

Location: Virtual

Minutes: Final

Committee members present:	
Fergus Macbeth	Present for notes 1-6
Raj Mathur	Present for notes 1-6
Maj Shabbir	Present for notes 1-6
Jason Kasraie	Present for notes 1-4
Stuart Lavery	Present for notes 1-6
Nicky Hudson	Present for notes 1-6
Francesca Steyn	Present for notes 1-6
Peter Taylor	Present for notes 1-6
Bethan Shoemark-Spear	Present for notes 1-6
Ciaran Hannington	Present for notes 1-6
Allan Pacey	Present for notes 1-6
Kevin McEleny	Present for notes 1-6
Guy Morris	Present for notes 1-6

In attendance:		
Hilary Eadon	Guideline Lead	Present for notes 1-6
Rachel Connolly	Systematic Reviewer	Present for notes 1-6
Katriona O'Donoghue	Systematic Reviewer	Present for notes 1-6
Eva Gonzalez-Viana	Senior Systematic Reviewer	Present for notes 1-6
Josh South	Senior Project Manager	Present for notes 1-6
Paul Jacklin	Senior Health Economist	Present for notes 1-6
Alexandra Bonnon	Health Economist	Present for notes 1-6
Liz Pearton	Information Scientist	Present for notes 1-6
Clifford Middleton	Commissioning Manager	Present for notes 1-6
Stephen Murphy	Clinical Advisor	Present for notes 1-6

Apologies:

Yasmin Rahman	Committee member
Kate Brian	Lay member
Emma Chambers	NICE Public Involvement Adviser

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the 1st meeting of the Fertility guideline. The Committee members and attendees introduced themselves.

The Chair informed the Committee that apologies had been received. These are noted above.

The Chair outlined the objectives of the meeting, which included: introduction to NICE guidelines, an overview of the team and development process, and the discussion of review protocols

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

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was fertility.

The Chair asked everyone to verbally declare any interests that had arisen since their recruitment. The following interests were declared:

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Bethan Shoemark-Spear	Lay member	Strategic Development, Partnership and Policy Manager for Age Connects Morgannwg 18.10.22	Direct Non-financial professional and personal interest	Declare and participate
Dr Fergus Macbeth	Chair	Employment by North Bristol NHS Trust as a part time health professional vaccinator	Direct Financial	Declare and participate – not specific to guideline

		01.12.22		
Majed Shabbir	Committee member (early)	Payments from online prescribing service (MedExpress Enterprises Ltd) to provide clinical information on treatment and management of erectile dysfunction	Direct Financial	Declare and participate – not specific to guideline as erectile dysfunction not within the scope

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

Not applicable – 1st meeting

4. Presentations

The Chair introduced Hilary Eadon, Guideline Lead who gave a presentation to introduce the team and provide an overview of the guideline development process, and who answered questions from the group.

The Chair introduced Clifford Middleton, Guideline Commissioning Manager who gave a presentation to introduce NICE guidelines, and who answered questions from the group.

The Chair, Fergus Macbeth, gave a presentation on declarations of interest and responsibilities of committee members, and answered questions from the group.

The Chair introduced Raj Mathur, Early committee member who gave a presentation on the guideline scope, and who answered questions from the group.

The Chair introduced Eva Gonzalez-Viana, Senior Systematic Reviewer who gave a presentation on the questions to be included in the guideline and led a discussion with the group.

The Chair asked the lay members present if they had anything they wished to discuss.

The Chair introduced Olivia Waring, NICE Senior Editor, who gave a presentation on the use of appropriate language, particular in respect of different populations covered by the guideline.

The Chair introduced Eva Gonzalez-Viana, Senior Systematic Reviewer who gave a presentation on the review protocols and the committee's role in their development.

The Chair introduced Rachel Connolly, Systematic Reviewer who presented review protocol 1.2.1: 'What is the effectiveness of hormone treatment in male factor fertility problems?'

5. Questions and discussion

The committee discussed the scope and review questions included in the guideline.

The committee discussed the draft protocol for question 1.2.1 and agreed edits.

6. Any other business

The Chair closed the meeting at 16:00 and reminded the committee that the next meeting will be held in person.

Date of next meeting: 16/01/2023

Location of next meeting: In person – 2 Redman Place, London. E20 1JQ.