

## Early and Locally Advanced Breast Cancer (update) Committee meeting 5

**Date:** 05/05/17

**Location:** RCOG, London

**Minutes:** Final

<b>Committee members present:</b>		
Jane Barrett		(Present for items 1 – 7)
Anne Armstrong		(Present for notes 1 – 7)
Ramsey Cutress		(Present for notes 1 – 7)
Mia Rosenblatt		(Present for notes 1 – 7)
Lisa Whisker		(Present for notes 1 – 7)
Sairanne Wickers		(Present for notes 1 – 7)
Roger Hunt		(Present for notes 1 – 7)
Ursula Van Mann		(Present for notes 1 – 7)
Peter Jenkins		(Present for notes 1 – 7)
Faye Coe		(Present for notes 1 – 7)
Imogen Locke		(Present for notes 1 – 3)
Marina Parton		(Present for notes 1 – 7)
Carmel Gulliver-Clarke		(Present for notes 1 – 7)
William Teh		(Present for notes 1 – 2 & 5 - 7)

<b>In attendance:</b>		
Angela Bennett	NGA Guideline Lead	(Present for items 1 & 4-7)
Hilary Eadon	NGA Guideline Lead	(Present for items 1 – 7)
Laura O’Shea	NGA Systematic Reviewer	(Present for items 1 – 7)
Gemma Villanueva	NGA Senior Systematic Reviewer	(Present for items 1 – 7)
Katharina Dworzynski	NGA Guideline Lead	(Present for item 4)
Sally Humphreys	NGA Project Manager	(Present for items 1 – 7)
Matthew Prettyjohns	NGA Senior Health Economist	(Present for items 1 – 7 via VC)
John Graham	NGA Clinical Advisor	(Present for items 1 – 4)
Andrew Harding	NICE Guideline Commissioning Manager	(Present for items 1 – 7)
Adam Storrow	NICE Costing Lead	(Present for items 1-7 via

		TC)
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<b>Observers:</b>	
None	

<b>Apologies:</b>		
Sadaf Haque	GC member	(Absent for items 1 – 7)
Linda Pepper	GC member	(Absent for items 1 – 7)
Lianne Gwillim	NGA project manager	(Absent for items 1 - 7)

**1. Welcome and objectives for the meeting**

The Chair welcomed the Committee members and attendees to the 6th meeting on Early and Locally Advanced Breast Cancer (update).

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

The Chair outlined the objectives of the meeting which included: reviewing the evidence and drafting recommendations for questions 4.1 and 1.1, reviewing the draft economic model for question 6.1 and reviewing edits to the draft recommendations for questions 8.4, 4.2 & 8.2.

**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 Early and locally advanced breast cancer.

The Chair asked everyone to verbally declare any interests that have arisen since the last meeting.

Name	Declarations of Interest, date declared	Type of interest	Decision taken
Peter Jenkins	Has been asked by Alliance Surgical (a medical insurance company) to join their group of clinical advisors. Work will involve: <ul style="list-style-type: none"> <li>Giving advice.</li> <li>Checking that proposed treatment pathways appear appropriate for the few patients</li> </ul>	Personal financial non-specific	Declare and participate

	<p>they manage with cancer</p> <ul style="list-style-type: none"> <li>• Helping in discussions with clients about how they can help their employees / policy holders to get the most appropriate and cost effective treatment for their disease, whilst also keeping an eye on overall fund expenditure.</li> <li>• Occasionally calling patients to give them reassurance about their proposed treatment by a colleague elsewhere in the country. The ultimate responsibility rests with the treating consultant.</li> </ul>		
Sally Humphreys	Close family has financial interests in breast cancer software development (Volpara Solutions).	Personal financial non-specific	Declare and participate as will not be participating in writing any recommendations
Sally Humphreys	Up until January 2016 I worked in the polymer industry and as part of my remit I developed medical device conferences mainly in the USA, but also occasionally in Germany, covering the use of polymer materials in medical devices. I recruited the speakers including the FDA and medical device companies. The last event was in September 2015 in the USA.	Personal financial, non-specific	Declare and participate as interest lapsed in Sept 16 and will not be participating in writing any recommendations

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. Presentations**

The Chair introduced Laura O’Shea, who gave a presentation on the evidence for question 4.1. Laura took questions from the group. The Committee then discussed the issues presented in relation to this guideline.

The Chair introduced Matthew Prettyjohns, who gave a presentation on the draft

economic model for question 6.1. Matthew took questions from the group. The Committee then discussed the issues presented in relation to this guideline.

The Chair introduced Katharina Dworsynski, who gave a presentation on the evidence for question 1.1. Katharina took questions from the group. The Committee then discussed the issues presented in relation to this guideline.

#### **5. Questions and discussion**

The Committee discussed the evidence for questions 4.1 and 1.1, agreed recommendations and content for the LETR.

The Committee discussed and agreed the draft economic model for question 6.1

The Committee discussed editorial changes and answered editorial queries on questions 8.4, 4.2 and 8.2

#### **6. Any other business**

No service user or carer concerns were raised.

**Date of next meeting:** 5<sup>th</sup> & 6<sup>th</sup> July 2017

**Location of next meeting:** RCOG, London