

Skin Cancer including Melanoma: Assessment and Management - Committee Meeting 2

Date: 7th September 2020

Location: Zoom

Minutes: Draft

Committee members present:		
Andy Molyneux	Committee Chair	Present for all
Christine Parkinson	Medical Oncologist	Present until 12.45pm
Fiona Collier	GP	Present for all
Gillian Godsell	Clinical nurse specialist	Present for all
Guy Burkill	Radiologist	Present for all
Howard Peach	Plastic Surgeon	Present for all
Ian James	Lay member	Present for all
John Lear	Dermatologist (Vice Chair)	Present for all
Lynne Jamieson	Histopathologist	Present for all
Myles Smith	General Surgeon	Present for all
Sarah Hemington-Gorse	Plastic Surgeon	Present for all
Saskia Reeken	Clinical nurse specialist	Present for all
Stephen Keohane	Dermatologist	Present for all
Susan Cheetham	Lay member	Present for all
Will Bolland	GP	Present for all

In attendance:		
Steph Armstrong	NICE Technical Analyst, Health Economics	Present for all
Jemma Deane	NICE Information Services	Present for all
Jeremy Dietz	NICE Technical Analyst, Health Economics	Present for all
Brett Doble	NICE Technical Adviser, Health Economics	Present for all
Rupert Franklin	NICE Guideline Commissioning Manager	Present from 10.20am
Anthony Gildea	NICE Project Manager	Present for all
Thomas Jarratt	NICE Technical Analyst	Present for all
Asma Khalik	NICE Editor	Present for all
Caroline Mulvihill	NICE Technical Adviser	Present for all

Sarah Palombella	NICE Senior Editor	Present for all
Sue Spiers	NICE Associate Director	Present for all

Apologies:

Steve Watkins	Oncologist
---------------	------------

Item 1

- Welcome
- DOIs
- Minutes from the previous meeting.

Andy Molyneux (Chair) welcomed the committee members and attendees to the second committee meeting of the 'Skin Cancer including Melanoma: Assessment and Management' guideline.

The Chair invited the committee members to say hello and demonstrate their ability to use the functions on Zoom.

Committee members were then asked to provide a verbal summary of their declarations of interest. The following new interests were declared:

Name	Role with NICE	Type of interest	Description of interest	Interest arose	Interest declared	Interest ceased	Comments
Myles Smith	General Surgeon	Non-financial professional and personal	Range of academic publications in the field of cancer. Further details can be found on the interests register published on the NICE website.	2007-2020	September 2020	N/A	Declare and participate Rationale: Participation will be reviewed in the event of any publications included in the evidence base. Approved by SS
Myles Smith	General Surgeon	Indirect, Financial	Updated the melanoma text on melanoma online, and recently ECT for Cancer research UK. Reimbursement fund was directed to the Sarcoma and Melanoma Research Fund.	2020	September 2020	N/A	Declare and participate Rationale: Not specific to any particular guideline topic. Approved by SS
Myles Smith	General Surgeon	Non-financial professional	Updated Macmillan online text with regards to	2020	September 2020	N/A	Declare and participate

		and personal	Anorectal melanoma.				Rationale: Not specific to any particular guideline topic. Approved by SS
Saskia Reeken	Clinical Nurse Specialist	Direct, Financial	Attended the BAD Virtual Conference by Eli Lilly – registration fee received.	September 2020	September 2020	N/A	Declare and participate Rationale: Interest not specific to scope of guideline update. No ongoing relationship with funder Approved by SS
Fiona Collier	GP	Indirect, Financial	Husband employed by Siemens UK (who manufacture CT and MRI machines) as a national technical support engineer. No shares owned.	N/A	September 2020	Ongoing	Declare and participate Rationale: Guideline will not make recommendations on purchasing of equipment and no shares in company are owned. Approved by SS

Based on their declarations, all committee members were approved for participation.

The minutes from the previous meeting were approved as an accurate record of proceedings.

Item 2

- Editorial Presentation

The Chair introduced Sarah Palombella (SP), Senior Medical Editor, who presented on the role of the NICE editorial team and how NICE guidelines and recommendations should be presented.

The committee were give the opportunity to ask further questions.

The Chair thanked SP for her presentaion.

Item 3

- Cancer Service Guidance – Areas for update: 2006 guideline: improving outcomes for people with skin tumours including melanoma.

The Chair introduced Caroline Mulvihill (CM) who presented the 2006 cancer service

guideline by section to the committee.

The committee provided their opinion on which recommendations from this guidance were still relevant and which were out of date. The NICE technical team recorded all comments.

The Chair thanked CM for her presentation and the committee for their contribution.

Item 4

- Cancer Service Guidance – Areas for update: 2010 update: the management of low-risk basal cell carcinomas in the community.

CM presented the 2010 cancer service guideline by section to the committee.

The committee provided their opinion on which recommendations from this guidance were still relevant and which were out of date. The NICE technical team recorded all comments.

The Chair thanked Caroline for her presentation and the committee for their contribution.

Item 5

- Diagnostic accuracy

The Chair introduced Thomas Jarratt (TJ) who presented to the committee on diagnostic accuracy evidence and the methods NICE use to review this.

The committee were given the opportunity to ask questions.

The Chair thanked TJ and the committee.

Item 6

- AOB, summary and next steps

The Chair thanked the committee for their contribution and summarised the main actions from the day.

As there was no other business the Chair brought the meeting to a close.

Date of next meeting: 8th September 2020

Location of next meeting: Zoom