

NATIONAL COLLABORATING CENTRE FOR CANCER (NCC-C)**Melanoma****Second Guideline Development Group (GDG) meeting**23rd July 2013

Council Chambers, Temple of Peace & Health, King Edward VII Avenue, Cardiff

GROUP MEMBERSHIP & ACTION LIST

GDG Members	
Fergus Macbeth (FM)	Julia Newton-Bishop (JNB)
Sara Stoneham (SS)	Barry Powell (BP)
Saskia Reeken (SR)	Gill Godsell (GG)
Laszlo Igalii (LI)	Rachael Robinson (RR)
Christine Parkinson (CP)	Richard Jackson (RJ)
Simon Rodwell (SHR)	Charles Kelly (CK)
NCC-C staff	
Lianne Gwillim (LG)	Andrew Champion (AC) pm Only
Nathan Bromham (NB)	Susan O'Connell (SOC)
Stephanie Arnold (SA)	Matthew Prettyjohns (MP)
NICE staff & Affiliated staff	
Apologies	
John Graham (JG)	Katie Perryman-Ford (KPF)
Julia Schofield (JSc)	Veronique Poirier (VP)
Stephen Keohane (SK)	Jonathan Smith (JSm)
Martin Telfer (MT)	

REPORTS OF DISCUSSIONS AT THE MEETING**1. Introductions**

FM welcomed everyone to the 2nd meeting of the Melanoma GDG.

Apologies for absence were received from, Julia Schofield (JSc), Martin Telfer (MT), Stephen Keohane (SK), Jonathan Smith (JSm), Katie Perryman-Ford (KPF), Veronique Poirier (VP) and John Graham (JG).

2. Declarations of Interest

No new interests were declared at the meeting. The GDG were reminded that if they take on any new interests, these must be declared to the NCC-C as soon as they happen so that the necessary action can be taken.

3. Discussions

A presentation was given on the quality assessment of evidence in guidelines.

The GDG agreed and signed off the final review questions and PICO's for topics B1, K, M & I.

The GDG drafted and agreed the review question and PICO's for topics, B2, C1, C2, D1, D2, L1, L2 & L3.

An update was made to the GDG on the priority topics for health economic analysis.

4. Close of meeting

FM thanked the GDG for their input to the meeting, reminded them that the next meeting will be held on **Friday 13th September 2013**, starting at 10.45am at the **NCC-C offices, Park House Greyfriars Road, Cardiff, CF10 3AF** and closed the meeting.