

Supporting Adult Carers Committee meeting 14

Date: 08/05/2019

Location: RCOG, 27 Sussex Pl, Marylebone, London NW1 4RG

Minutes: final

Committee members present:	
Phil Taverner (PT) (Chair)	(Present for notes 1 – 8)
Philippa Russell (PR)	(Present for notes 1 – 8)
Anna Ferguson Montague (AFM)	(Present for notes 1 – 8)
Claire Casarotto (CC)	(Present for notes 1 – 8)
Clare Rachwal (CRa)	(Present for notes 1 – 8)
Debbie Hustings (DH)	(Present for notes 1 – 8)
Jeanne Fay (JF)	(Present for notes 1 – 8)
Karen Harrison Dening (KHD)	(Present for notes 1 – 8)
Mary Larkin (ML)	(Present for notes 1 – 8)
Sue Jones (SJ)	(Present for notes 1 – 8)
Max Wurr (MW)	(Present for notes 1 – 8)

In attendance:		
Justine Karpusheff	NICE Guideline Commissioning Manager	(Present for notes 1 – 8)
Sarah Catchpole	NICE Editor	(Present for notes 1 – 8)
Bridget Warr	NGA Social Care Advisor	(Present for notes 1 – 8)
Lisa Boardman	NGA Guideline Lead	(Present for notes 1 – 8)
Eleni Chrysopoulou	NGA Project Manager	(Present for notes 1 – 8)
Jen Francis	NGA Senior Systematic Reviewer	(Present for notes 1 – 8)
Ferruccio Pelone	NGA Systematic Reviewer	(Present for notes 1 – 8)

Alec Martin	NGA Systematic Reviewer	(Present for notes 1 – 8)
Paul Jacklin	NGA Health Economist	(Present for notes 1 – 8)

Apologies:		
Charlotte Argyle	A provider of support, information and advice services to carers e.g. voluntary sector	
Celia Robinson	A provider of support, information and advice services to carers e.g. voluntary sector	
Dorinda Jack	Expert by experience	

1. Welcome and objectives for the meeting
<p>The Chair welcomed the Committee members and attendees to the 14th meeting of the Supporting Adult Carers Guideline Committee. The Committee members and attendees introduced themselves.</p> <p>No members of the public asked to observe the meeting.</p> <p>The Chair informed the Committee that apologies had been received. These are noted above.</p> <p>The Chair asked everyone to verbally declare any interests that have arisen since the last meeting. None were declared.</p> <p>The Chair asked the Committee if it wanted any changes made to the minutes of the last meeting. One change was approved under item 2 of the minutes. The Committee agreed that the minutes were a true and accurate account of the meeting.</p> <p>The Chair confirmed that all matters arising had been completed or were in hand.</p>
2. Aims of the day – and plans after today
<p>The Chair introduced LB, Guideline Lead, who presented an overview of the aims of the day and the plans after today.</p>
3. Review editor comments on draft guideline, rationale and impact sections and research recommendations & address any gaps and terminology issues
<p>The Chair led the Committee in a review of the editor’s comments on the draft</p>

guideline. Rationale and impact sections, research recommendations, gaps and terminology issues were reviewed.

The committee made final decisions about the recommendations in preparation for consultation.

4. Discuss publication plans with committee

The Chair introduced FP, Systematic Reviewer who discussed publications plans with the committee.

CLOSE

Date of next meeting: 3 and 4 October 2019

Location of next meeting: Broadway House Conference Centre, Tothill Street,
London SW1H 9NQ