

Pelvic floor dysfunction Committee meeting

Date: 16/09/2019

Location: Royal College of Obstetricians and Gynaecologists (RCOG),
London

Minutes: Final

Committee members present:	
Raymond Jankowski (chair)	(Present for items 1 – 14)
Doreen McClurg (topic adviser)	(Present for items 1 – 14)
Lucia Berry	(Present for items 1 – 14)
Heather Boulton	(Present for items 1 – 14)
Jennifer Davies	(Present for items 1 – 14)
Lucy Dwyer	(Present for items 1 – 14)
Catherine Heffernan (afternoon only)	(Present for items 9 – 14)
Nicola Adanna Okeahialam	(Present for items 1 – 14)
Phil Reed	(Present for items 1 – 14)
Lucy Ryan	(Present for items 1 – 14)
Ellie Stewart	(Present for items 1 – 14)
Karen Ward	(Present for items 1 – 14)

In attendance:		
Stephanie Armstrong	NGA health economist	(Present for items 1 – 14)
Patrice Carter	NGA senior systematic reviewer	(Present for items 1 – 14)
Eleni Chrysopoulou	NGA project manager	(Present for items 1 – 14)
Katharina Dworzynski	NGA guideline lead	(Present for items 1 – 14)
Elise Hasler	NGA information scientist	(Present for items 1 – 14)
Paul Jacklin	NGA senior health economist	(Present for items 1 – 14)
Laura Kuznetsov	NGA systematic reviewer	(Present for items 1 – 14)
Clifford Middleton	NICE guideline	(Present for items 9 –

	commissioning manager	14)
Steve Pilling (morning only)	NGA clinical advisor	(Present for items 1 – 8)

Observers:	
None	

Apologies:	
Simran Chawla	NICE public involvement adviser
Julian Spinks	committee member
Jo Varley-Campbell	NGA systematic reviewer

1. Welcome and objectives for the meeting
<p>The chair welcomed the committee members and attendees to the 1st meeting on Pelvic floor dysfunction. (Agenda item 1. Welcome, housekeeping and apologies)</p> <p>The chair informed the committee that apologies had been received. These are noted above.</p> <p>The chair outlined the objectives of the meeting, which included:</p> <ul style="list-style-type: none"> • To establish effective working of the committee • To brief the committee on the finalised scope and methods used to develop NICE service delivery guidelines • To agree the review questions • To start drafting review protocols <p>(Agenda item 2. Objectives of the meeting)</p>
Introductions
<p>All attendees briefly outlined their experience and what they will bring to the guideline.</p> <p>(Agenda item 3. Introductions)</p>
2. Confirmation of matter under discussion, and declarations of interest
<p>The chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was DOIs. (Agenda item 6. Declarations of interest – see</p>

presentation section below)

The chair asked everyone to verbally declare any interests.

New interests were declared and noted below.

Name	Role with NICE	Type of interest	Description of interest	Relevant dates			Comments
				Interest arose	Interest declared	Interest ceased	
Jennifer Davies	Committee Member	Direct non-financial	Chair of the BSUG Information Committee	October 2015	17/09/2019		
Jennifer Davies	Committee Member	Direct non-financial	Member of Pessary Use for Pelvic Organ Prolapse UK Guideline Group	January 2019	17/09/2019		
Jennifer Davies	Committee Member	<i>Direct financial</i>	Carrying out private practice 2018-19 21 patients with pelvic floor dysfunction seen	January 2000	17/09/2019		
Lucy Ryan	Committee Member	Direct non-financial	Lay member on NICE Urinary Incontinence and Pelvic Organ Prolapse guideline committee	March 2017	19/09/2019	April 2019	
Lucy Ryan	Committee Member	Direct non-financial	Trustee then Co-ordinator of the Pelvic Partnership Charity	2010	19/09/2019	March 2019	
Lucy Ryan	Committee Member	Direct non-financial	Lay member on NICE Chronic Pain guideline	March 2018	19/09/2019		

			committee				
Ellie Stewart	Committee Member	Direct non-financial	Ovacome charity members day talk. Talk about urinary incontinence to women who have had ovarian cancer	18 May 2019	19/09/2019		
Ellie Stewart	Committee Member	Direct non-financial	Book chapter published-Springer. Chapter on urogynaecology in Nursing management of womens health book	Mid 2018	19/09/2019	September 2019	
Ellie Stewart	Committee Member	Direct non-financial	Training day at BBraun. Talk to BBraun staff about stress incontinence, causes, treatment options, NICE	19 September 2019	19/09/2019	19 September 2019	
Ellie Stewart	Committee Member	Direct non-financial	Kings College University London. I did a session on urogynaecology and bladder management , for nurses	July 2019	19/09/2019	July 2019	
Jim Khan	Committee Member	Direct financial	Private practice alongside a 12 PA NHS job as consultant. I do a full time NHS job as consultant but also do		11/09/2019		

			private practice. My areas of expertise are rectal cancer surgery. Less than 1% of my patients present with pelvic floor problems/symptoms				
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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

N/A

4. Presentations

The Chair introduced those giving the following presentations:

- NGA Travel presentation (Preetpal Doklu, NGA business administrator) (Agenda item 4. NGA travel presentation)
- Introduction from the National Guideline Alliance (Katharina Dworzynski, NGA guideline lead) (Agenda item 5. Introduction from the National Guideline Alliance)
- Final guideline scope (Doreen McClurg, topic advisor) (Agenda item 8. Final guideline scope)
- Review questions (Patrice Carter, senior systematic reviewer, NGA) (Agenda item 9. Review questions)
- Introduction to NICE guidelines (Clifford Middleton, NICE guidelines commissioning manager) (Agenda item 12. Introduction to NICE guidelines)
- Introduction to the NICE Public Involvement Programme (Clifford Middleton, NICE guidelines commissioning manager) (Agenda item 13. Introduction to the NUICE Public Involvement Programme)

The Committee then discussed the issues presented in relation to this guideline. The Chair thanked everyone for their presentations.

5. Questions and discussion

The Committee discussed the online induction material and were given the opportunity to ask questions. (Agenda item 7. Question and answer session, online induction material)

The Committee discussed the review questions and were given the opportunity to ask questions. (Agenda item 9. Review questions)

The Committee discussed the review protocols and were given the opportunity to ask questions. (Agenda item 10. Review protocols discussion)

7. Any other business

No particular issues were brought up and the meeting was closed (Agenda item 14. Any other business)

Date of next meeting: 22/10/2019

Location of next meeting: RCOG