

Metastatic spinal cord compression Guideline Committee Meeting 1

Date: 9th September 2021

Location: Virtual meeting via Zoom

Minutes: Final

Committee members present:	
Paul Eunson	Present for notes 1-13
Nick Haden	Present for notes 1-13
Charalampia Kyriakou	Present for notes 1-13
Clare Greenbaum	Present for notes 1-13
Richard Roope	Present for notes 1-13
Kaushik Ghosh	Present for notes 1-13
Ananya Choudhury	Present for notes 1-13
Sophie Kirby	Present for notes 1-13
Suzanne Renwick	Present for notes 1-13

In attendance:		
Melissa Bolessa	NGA Project Manager	Present for notes 1-13
Katharina Dworzynski	NGA Guideline Lead	Present for notes 1-13
Nathan Bromham	NGA Systematic Reviewer	Present for notes 1-13
Sharandeep Bhogal	NGA Systematic Reviewer	Present for notes 1-13
James Hawkins	NGA Senior Health Economist	Present for notes 1-13
Sarah Stockton	NGA Senior Information Scientist	Present for notes 1-13
Tim Reeves	NGA Information Scientist	Present for notes 1-13
Edward Dyson	NGA Clinical Fellow	Present for notes 1-13
Catrina Charlton	NICE Guideline Commissioning Manager	Present for notes 1-13
Sarah Scott	NICE PIP	Present for notes 1-13

Apologies:

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the 1st guideline committee meeting on Metastatic spinal cord compression.

There were no apologies received for this meeting.

The Chair reminded all present that the Committee is independent and advisory, that its decisions and recommendations to NICE do not represent final NICE guidance, and that they may be changed as a result of public consultation.

The Chair discussed the meeting etiquette for the virtual meeting.

The Chair outlined the objectives of the meeting, which included the NGA team, NICE and Committee member introductions; introducing the NICE guideline development process, the NGA, the project timeline, NICE declarations of interests policy; going through the scope of the guideline and reviewing and agreeing protocols.

2. Confirmation of matter under discussion, and declarations of interest

GC members were asked to submit any new declarations to the Project Manager after the meeting. No new declarations of interests were made.

3. Minutes of the last meeting

N/A

4. Presentations

Morning presentations

The Chair introduced Katharina Dworzynski, NGA Guideline Lead who gave a presentation to the committee - An Introduction from the National Guideline Alliance. This presentation outlined the Role of the NGA, an Introduction to the team, the guideline timetable/project plan and the Roles/responsibilities of NGA team and GC members. Katharina Dworzynski took questions from the group. The Chair thanked Katharina for her presentation.

The Chair introduced Catrina Charlton, NICE Guideline Commissioning Manager who gave a presentation to the committee - Introduction to NICE guidelines. Catrina Charlton took questions from the group. The Chair thanked Catrina for her presentation.

The Chair introduced Katharina Dworzynski, NGA Guideline Lead who gave a presentation on Declarations of interest, going through the Background and policy. Katharina Dworzynski took questions from the group. The Chair thanked Katharina

for her presentation.

The Chair then introduced Nick Haden, NGA Topic Adviser who gave a presentation on the Guideline scope. This presentation gave an Overview of the scope and the rationale. Nick Haden took questions from the group. The Chair thanked Nick for his presentation.

Afternoon presentations

The Chair introduced Sarah Scott, NICE Public Involvement Advisor who gave a presentation on the Introduction to the NICE Public Involvement Programme. Sarah Scott took questions from the group. The Chair thanked Sarah for her presentation.

The Chair introduced Nathan Bromham, NGA Senior Systematic Reviewer who spoke to the committee to discuss the Review questions and go through the final scope. The final scope included the draft review questions to be ratified by the committee.

Nathan Bromham, NGA Senior Systematic Reviewer then went to the Review protocols discussion, where a brief explanation about systematic reviewing and the role of review protocols took place. Nathan Bromham took questions from the group. The Chair thanked Nathan for his work.

The Review protocols discussion continued after the break. Nathan Bromham, NGA Senior Systematic Reviewer presented 2 protocols to the committee - Protocol for draft review question: 6.3 How effective is radiotherapy, including both fractionated and unfractionated radiotherapy, for the management of spinal metastases, direct malignant infiltration of the spine or associated spinal cord compression? *And* Protocol for draft review question: 1.1 What information and support is valued by adults with suspected or confirmed spinal metastases, direct malignant infiltration of the spine or associated spinal cord compression, and by their families and carers? (

5. Questions and discussion

The Committee discussed:

- The Committee discussed each presentation in relation to the guideline and given the opportunity to ask questions.

- Review protocols discussion
- Protocol for draft review question 6.3 and Protocol for draft review question 1.1

6. Any other business

None