

**Minutes:** confirmed

**Guideline Development Group Meeting    3<sup>rd</sup> Cerebral Palsy in children and young people Guideline Development Group meeting**

**Date and Time:** 4<sup>th</sup> February 2015 – 10:00 – 16:00

**Place:** Royal College of Obstetricians and Gynaecologists, London

**Present:**

Charlie Fairhurst (CF) (Chair)	(Present for notes 1 - 13)
Athena Logothetis (AL)	(Present for notes 1 - 13)
Bidisha Lahoti (BL)	(Present for notes 1 - 13)
Cheryl Davies (CD)	(Present for notes 1 - 13)
Duncan Walsh (DW)	(Present for notes 1 - 13)
Elsbeth Dixon (ED)	(Present for notes 1 - 13)
Helen Cockerill (HC)	(Present for notes 1 - 13)
Laura Middleton (LM)	(Present for notes 1 - 13)
Liz (Elizabeth) Keenan (LK)	(Present for notes 1 - 13)
Margaret Mayston (MM)	(Present for notes 8 - 13)
Neil Wimalasundera (NW)	(Present for notes 1 - 13)
Paul Eunson (PE)	(Present for notes 1 - 13)
Valerie Stevenson (VS)	(Present for notes 1 - 8)
Wendy Doyle (WD)	(Present for notes 1 - 13)
Zoe Connor (ZC)	(Present for notes 4 - 13)
Russell Peek (RP) (Expert advisor)	(Present for notes 1 – 13)

**GDG Apologies:**

**In attendance:**

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<b>NCC-WCH:</b> Vanessa Delgado Nunes (VDN) Omnia Abdulrazeg (OA) Valentina Ricci (VR) Zoisia Beckles (ZB) Stephen Murphy (SM)	Guideline Lead Research Fellow Research Fellow Information Scientist Clinical Co-Director	(Present for notes 1 – 13) (Present for notes 1 – 13) (Present for notes 1 – 13) (Present for notes 1 – 13) (Present for notes 7 – 13)
<b>NICE:</b> Thomas Fiest (TF)	Guideline co-ordinator Covering for Oliver Bailey	(Present for notes 1 – 13)
<b>Apologies:</b> Oliver Bailey (OB)  Kate Coles (KC)	Guideline Commissioning Manager (NICE) Project Manager (NCC- WCH)	

**Observers:**

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**Notes**

1. CF welcomed the group to the third cerebral palsy GDG meeting and completed housekeeping. Introductions were made by all attendees and committee members. Apologies were received from Oliver Bailey and Kate Coles
2. All attendees were asked for declarations of interest.  
VS declared personal financial non specific interest Paid £1800 in February 2015 by Bayer Healthcare to write a journal supplement for 'Guidelines in Practice' on Spasticity management in multiple sclerosis. This is currently in press.  
NW declared personal non financial non specific interest currently writing a review paper on cerebral palsy for Practical Neurology medical journal.  
PE declared personal non financial specific interest trustee of a charity Castang that funds research projects into prevention and treatment of childhood disability, including Cerebral Palsy. Part of this involves reviewing research proposals.  
No payment received for this work.  
It was agreed that these were within the conflict of interest policy.
3. The minutes from GDG 1 were presented by VDN with the addition of the complete list of starting DOIs. These were agreed to be a true and accurate reflection of the meeting.
4. The minutes from GDG 2 were presented by VDN. A minor amend was made on screen and then they were agreed to be a true and accurate reflection of the meeting
5. The results of the evidence review on clinical and developmental manifestations at first presentation was presented by OA.
6. The GDG discussed the findings of the review on clinical and developmental manifestations, drafted recommendations and notes were taken.
7. The draft protocol for risk factors was presented by VR. Comments and suggestions were made by the GDG and the protocol was edited on screen and agreed by attendees.
8. The draft protocol for prognostic indicators was presented by VR. Comments and suggestions were made by the GDG and the protocol was edited on screen and agreed by attendees.

## Notes

9. The results of the evidence review on red flags was presented by VR.
10. The GDG discussed the findings of the review on red flags, drafted recommendations and notes were taken.
11. VDN and CF discussed possible overlap in the review questions with the GDG.. Further amendments to selected review questions were agreed with the GDG.
12. The two protocols drafted through email communication with the GDG for interventions (speech and language therapy and communications systems) which are effective in improving communication were presented by OA and VR. Comments and suggestions were made by the GDG and the protocol was edited on screen and agreed by attendees.
13. CF thanked all for attending and closed the meeting.