

The Royal College of Anaesthetists, Churchill House, 35 Red Lion Square, London WC1R 4SG

NATIONAL INSTITUTE OF ACADEMIC ANAESTHESIA

Board Meeting

**Minutes of the meeting held on Thursday 25 April at 13:30 pm
in the 6th Floor Council Chamber at the Royal College of Anaesthetists**

Members:

Prof R P Mahajan	Royal College of Anaesthetists, Chairman
Dr E Carter	Co-optee - Trainee representative
Ms S Drake	Royal College of Anaesthetists, Director of Education and Research
Prof M Grocott	Co-optee - Health Services Research Centre
Dr W Harrop-Griffiths	Association of Anaesthetists of Great Britain and Ireland
Mr D Hepworth	Co-optee - Lay representative, Patient Liaison Group
Prof P Hopkins	Co-optee - The Anaesthetic Research Society
Prof D Lambert	NIAA Grant Officer and representing British Journal of Anaesthesia on behalf of Prof Nigel Webster
Dr R McCahon	Co-optee – Society for Education in Anaesthesia UK
Dr R Moonesinghe	Co-optee - NIAA Academic Trainee Coordinator
Dr R D Sanders	Co-optee - Trainee representative
Wg Cdr K Smyth	Royal Centre for Defence Medicine
Prof R Sneyd	Royal College of Anaesthetists, Chairman of NIAA Research Council
Prof N Webster	British Journal of Anaesthesia
Dr S Yentis	<i>Anaesthesia</i>

In attendance:

Dr M Galsworthy	Health Services Research Centre Associate
Miss Lauren Osborne	Patient Liaison Group Deputy
Surg Cdr Jane Risdall	Royal Centre for Defence Medicine on behalf of Colonel Peter Mahoney
Ms C Bunnell	Committee Secretary (NIAA Administrator)
Miss M Casserly	Royal College of Anaesthetists, Education and Research Manager
Miss M Humphrey	Health Services Research Centre & National Audit Project Administrator

PART A

To inform the discussion under agenda item 14.3, the Board received a demonstration of the database Symplectic Elements from Professor Daniel Hook. Professor Hook talked members through the various features of the system and showed how it could be used to map the academic output of researchers at an individual and group level by capturing citation information. The Chair thanked Professor Hook for his time and it was agreed to discuss the database in further detail under the Health Services Research Centre (HSRC) item later in the meeting.

PART B

NIAAB/19/2013 WELCOME

The Chair welcomed members to the meeting including Dr Rob McCahon, new specialist society representative from the Society for Education in Anaesthesia UK (SEA UK); Miss Lauren Osborne (Patient Liaison Group Deputy); Surgeon Commander Jane Risdall representing the Royal Centre for Defence Medicine (RCDM) on behalf of Colonel Peter Mahoney; Acting Wing Commander Karen Smyth (RCDM) and Dr Steve Yentis for *Anaesthesia*. It was noted that Professor Dave Lambert would represent the British Journal of Anaesthesia (BJA) in the absence of Professor Nigel Webster, and that Professor Monty Mythen would replace Professor Julian Bion as the representative for the Royal College of Anaesthetists (RCoA).

NIAAB/20/2013 APOLOGIES

Apologies were received from Colonel Peter Mahoney (RCDM), Professor Monty Mythen (RCoA) and Professor Nigel Webster (BJA).

NIAAB/21/2013 MINUTES

The confidential and non-confidential minutes of the meeting held on 31 January 2013 were approved as a correct record.

ACTION: NIAA Administrator to upload the non-confidential minutes of the meeting held on 31 January 2013 to the NIAA website.

NIAAB/22/2013 MATTERS ARISING

- (i) NIAAB/06/2013: NIHR Consultation: Proposals for the Designation of Clinical Themes

The Chair confirmed that Professor Martin Leuwer had submitted a response to this consultation by the National Institute for Health Research (NIHR) by the 10 February deadline.

- (ii) NIAAB/16/2013: Terms of Reference

Ms Sharon Drake reported that the President of the RCoA had endorsed the proposal that a formal recruitment process be established for the recruitment of the Chair of the Board. She confirmed that she would circulate a job description and person specification to the Board for comment and that the position would be advertised over the summer for appointment in January 2014. It was agreed that Professor Ravi Mahajan should be involved in the recruitment process in an advisory capacity.

ACTION: Ms Sharon Drake to circulate a job description and person specification for the role of Chair of the Board for comment with a view to commencing the recruitment process in summer 2013.

NIAAB/23/2013 CHAIR'S REPORT

The Chair reported on the following items from the Research Council meeting that morning:

NIAA Partnership Meeting

At the National Institute of Academic Anaesthesia (NIAA) Partnership Meeting held on 7 February members agreed to create a John Snow Anaesthesia iBSc Award. This had been advertised and up to 20 awards of £2K offered by the Association of Anaesthetists of Great Britain & Ireland (AAGBI)/Anaesthesia and the BJA/RCoA. It was noted that the Obstetric Anaesthetists' Association (OAA) had also been keen to participate but had not been able to coordinate with the timeframe for advertisement.

Research Priority Setting Exercise

Research Council members had expressed some concerns about the NIAA's new Research Priority Setting Exercise, mainly that data gathered as part of the specialist society research priority exercise carried out last year would be overlooked. There was also concern that this exercise would result in a general sense of questionnaire-fatigue and that asking members to complete another survey would lead to disengagement. Cost was also a major concern. It was noted that this matter would be discussed later in the agenda however the Chair emphasised the importance of keeping funding partners informed of progress every step of the way.

NIAA Research Week

A military showcase would be held as part of the NIAA Research Week (30 September – 3 October) and Research Council had suggested issuing a press release to raise the profile of military research. Surgeon Commander Jane Risdall agreed to raise this with her Medical Director of Military Command.

ACTION: Surgeon Commander Jane Risdall to confirm whether it would be possible to issue a press release focusing on the military showcase to take place during the NIAA Research Week.

Grant Officer's Report

The Grant Officer reported an increase in collaboration between funding partners with a joint grant from the Association of Paediatric Anaesthetists of Great Britain & Ireland (APAGBI) /BJA /RCoA featuring in Round 1 2013 and discussions taking place between the Association of Cardiothoracic Anaesthetists (ACTA) and the Vascular Anaesthesia Society of Great Britain & Ireland (VASGBI).

NIAAB/24/2013 NIAA STRATEGIC PLAN

- (i) The Board received an updated version of the NIAA strategic action plan for comment. The Chair confirmed that the strategic plan would be reviewed in its entirety at the October meeting as new activities and objectives had emerged which needed to be included.
- (ii) The Board received a proposal from Professor Phil Hopkins on the promotion of research activity within NHS trusts by granting recognition to research active

departments. Professor Hopkins expressed concern at the current lack of support for research within the NHS and referred to the Pandit report of 2005 which had recommended that 'Academic anaesthetic departments (with Academic Institute assistance) should support formally identified research-active consultants ... in any negotiations for such research APAs...'. Professor Hopkins felt that research was of vital importance to improving standards of clinical care for patients and suggested that the NIAA had now reached a stage where it could influence organisations to achieve this.

The Chair welcomed the proposal and it was agreed to circulate it to Mr Charlie McLaughlan, Director of Professional Standards and Dr Peter Venn, as the RCoA contacts for the new Anaesthesia Clinical Services Accreditation (ACSA) scheme, and also to the Patient Liaison Group and the AAGBI Council for comment.

ACTION: Professor Hopkins' proposal to be circulated to the Patient Liaison Group via **Mr David Hepworth**, and to Mr Charlie McLaughlan, Dr Peter Venn and to the AAGBI Council via **Ms Sharon Drake**.

NIAAB/25/2013 RESEARCH PRIORITY SETTING EXERCISE

The Board received a progress report from Dr Mike Galsworthy on the second research priority setting exercise. He confirmed that sufficient funds were now in place thanks to contributions from the funding partners, and that he had submitted a 'readiness questionnaire' to the James Lind Alliance (JLA) providing information about the NIAA and its expectations of the process. This information would be used to assess the NIAA's needs and to inform Professor Adrian Grant, the JLA Advisor allocated to the NIAA. Dr Galsworthy stated that much had been learnt from the first exercise in terms of the need for effective communication and swift action. He acknowledged the concerns that had been raised at the Research Council that morning and confirmed that the new system was transparent and that regular updates would be sent to members. He said that although the process would allow the NIAA to identify its top 10 priorities, it would also be possible for the specialist societies to set up their own sub-committees to identify individual priorities by virtue of the NIAA's involvement. In addition, Ms Sharon Drake confirmed that the budget for this exercise would be closely monitored and she anticipated that costs would be lower than originally forecast.

Further to a query from Professor Phil Hopkins, Dr Galsworthy reassured members that the NIHR Evaluation, Trials and Studies Coordinating Centre (NETSCC) was fully aware of the NIAA's interests and would not have accepted the request if there was any doubt about the funding potential of the questions likely to emerge.

The Chair thanked Dr Galsworthy for his report and asked him to keep members regularly updated regarding progress.

ACTION: **Dr Mike Galsworthy** to keep members informed of developments.

NIAAB/26/2013 MEMBERSHIP OF THE ASSOCIATION OF MEDICAL RESEARCH CHARITIES

Professor Dave Lambert reported that he had written to the Association of Medical Research Charities (AMRC) to make a case for a membership application on behalf of the NIAA. Although this proposal had been met with interest, it had been rejected as the AMRC did not

have a precedent for awarding membership to non-charitable organisations. As a result, Professor Lambert confirmed that an application would be submitted on behalf of the BJA and RCoA and that work on this was underway.

It was noted that the office would keep funding partners up to date regarding the status of the application and would encourage funding partners to apply if approved.

NIAAB/27/2013 NIAA PARTNERSHIPS

- (i) The Board received the minutes of the NIAA Partnership meeting held on 7 February 2013 involving representatives from the AAGBI, BJA and OAA. Professor Dave Lambert reported that it had been agreed to defer collaboration with the Medical Research Council (MRC) on establishing a clinical research training fellowship as financial resources were not in place. However, members had agreed to support a new intercalated iBSc scheme as mentioned in the Chair's report earlier in the meeting. Applications would be assessed by email and decisions would be communicated to all applicants by the end of May. It was agreed to advertise the award earlier if offered next year.
- (ii) The Board received the minutes of the Cutting-Edge Clinical Research in Anaesthesia meeting held on 8 February 2013 and noted several action points focussed on developing relationships with key funders and partners, supporting the growth of trainee networks and engaging with e-Learning for Healthcare resources.

Board members welcomed these action points and it was agreed that Professor Leuwer should take these points forward with support from Professor Mike Grocott and Ms Sharon Drake.

Also under this item Professor Hopkins mentioned the vacancies on the current NIHR funding board and panel. It was agreed that these details should be circulated and that the NIAA should consider encouraging key members of the anaesthetic community to apply.

ACTIONS: **Ms Sharon Drake** to inform **Professor Martin Leuwer** of the Board's decision and to liaise with him to take these action points forward.

The **NIAA Administrator** to upload details about the NIHR panel and board vacancies to the NIAA website and to circulate details to NIAA members and universities by email.

- (iii) It was agreed that any form of collaboration to offer a joint Rosetrees/NIAA grant would need to take the shape of a formal partnership with one of the NIAA funding partners.

ACTION: **Ms Sharon Drake** to formally write to the specialist societies informing them of this opportunity.

- (iv) The Chair reported that Dr Felicity Plaat would represent the NIAA at a dinner meeting organised by the Medical Academic Staff Committee of the British Medical Association on 8 May.

NIAAB/28/2013**NIAA COMMUNICATIONS PLAN**

The Research Council received a progress report on the NIAA Communications Plan from Ms Sharon Drake. Ms Drake reported that the NIAA had a successful presence at the Group of Anaesthetists in Training (GAT) Annual Scientific Meeting on 4 April, and that a talk from Dr Ramani Moonesinghe had been very well received. This had been accompanied by a series of drop-in clinics run by Professor Dave Lambert, Dr Paul Clyburn and Dr Eleanor Carter and Mr David Hepworth had signed 127 delegates up to the NIAA mailing list on the stand. She thanked all those involved for their valuable contributions to the day.

In addition, the NIAA now had a regular slot for articles in both *Anaesthesia News* and the *Bulletin*, co-ordinated by Dr Mike Nathanson; an eNewsletter was being sent out via the NIAA mailing list after every Board and Research Council meeting, and work was underway on the NIAA Annual Report for 2012, led by Miss Mary Casserly. Ms Drake asked members to let her know if they wanted any content from the NIAA for inclusion in their eNewsletters and welcomed any content or suggestions. Ms Drake also confirmed that there were now 103 Quality Audit and Research Coordinators (QuARCs) in place over 138 hospitals. Finally, the increased number of trainees applying for grants in Round 1 2013 was noted and seen as evidence that the communications plan was succeeding.

NIAAB/29/2013**ARS & NIAA SUB-COMMITTEE**

- (i) The Board received the minutes of the ARS & NIAA sub-committee meeting held on 31 January 2013 for information.
- (ii) Professor Hopkins referred members to the outline programme for the NIAA Research Week in the minutes and below:

Mon September	30	BJA Research Workshops	Methodology
Tues 1 October		BJA Peer Reviewer Workshops (a.m.)	
		ARS Meeting (p.m.)	
Weds 2 October		ARS Meeting, including President's Award for Undergraduate Research and military showcase	
		Dinner	
Thurs 3 October		HSRC UK Peri-operative Research Forum	Care

It was noted that the final costings were currently being agreed and that the programme would be advertised once this had been done. It was hoped to have this in time for the RCoA Annual Congress on 16 May.

- (iii) The Board received a proposal from Professor Phil Hopkins on the development of a Masters of Research in Anaesthesia in partnership with a university, which had been recommended by the ARS & NIAA sub-committee that morning. The Board supported the proposal and agreed to set up a working group.

ACTION: **The NIAA Administrator** to circulate a call to the Board and Research Council for volunteers to join the Working Group.

NIAAB/30/2013 MILITARY ANAESTHESIA

- (i) Acting Wing Commander Karen Smyth confirmed that the post of Defence Professor of Anaesthesia was currently being advertised for take up in 2014. She thanked the NIAA for kindly agreeing to review the CVs.

- (ii) Surgeon Commander Jane Risdall invited the NIAA to contribute an article of around 1000 words to a research-themed issue of the *Journal of the Royal Army Medical Corps*.

Under this item Mr David Hepworth suggested that the NIAA consider running a sixth form day for military trainees.

ACTIONS: **Acting Wing Commander Karen Smyth** to confirm details of the recruitment process for the post of Defence Professor of Anaesthesia to Professor Ravi Mahajan.

Surgeon Commander Jane Risdall to send a formal invitation to Professor Ravi Mahajan for an article to the *Journal of the Royal Army Medical Corps*.

NIAAB/31/2013 ACADEMIC TRAINEES

The Board received a report from Dr Ramani Moonesinghe on academic trainee activities. She began by thanking Miss Maddy Humphrey (HSRC & National Audit Project, NAP, Administrator) for her work in distributing academic trainee information forms to Heads of Schools and School Administrators. So far 40 responses had been received and a follow-up email would be sent out shortly. The information would be used to establish a database of trainees and to map academic trainee opportunities. Dr Moonesinghe hoped that these contacts could also be approached to produce an Annual Report for academic trainee activity.

The Board noted the programme for the Introduction to Academic Anaesthesia event on 9-10 September. Dr Moonesinghe confirmed that the event would be hosted and organised by the London Deanery, with a drinks ceremony held at the College on 9 September. Registration would be free and the majority of speakers were now confirmed.

Dr Moonesinghe was keen to create a resource on the NIAA website for trainee groups wanting to set up similar networks to SWARM (the South West Anaesthesia Research Matrix) and the now defunct RAFT (Research & Audit for Trainees). She asked Dr Eleanor Carter and Dr Rob Sanders to lead on this.

ACTIONS: **Dr Ramani Moonesinghe** to liaise with Dr William Harrop-Griffiths around advertising the Introduction to Academic Anaesthesia event in *Anaesthesia News*.

Surgeon Commander Jane Risdall to send the final flyer for the Introduction to Academic Anaesthesia event to military cadre.

Dr Eleanor Carter and **Dr Rob Sanders** to lead on creating a resource on the NIAA website for trainee networks.

(i) HSRC Executive Management Board

The Board received the minutes of the Executive Management Board meetings held on 12 February and 6 March 2013.

(ii) HSRC Update

The Board received a written report on HSRC activities from Professor Mike Grocott which included the following points:

- The National Emergency Laparotomy Audit (NELA) was progressing well and the Clinical Reference Group, which advised on the design and conduct of the audit, met for the first time on 24 April. Data collection would begin on 1 December
- An Anaesthetic Sprint Audit of Practice (ASAP) was underway, led by Dr Richard Griffiths. A pilot had already been carried out and the main audit would take place between 1 May – 31 July 2013
- NAP5 was on track and the process for selecting a topic for NAP6 in hand
- A systematic review of risk scoring in emergency surgery had been conducted by Dr Matthew Oliver and analysis of a quality measures survey by Dr Jonathan Benn was progressing well
- A trainer had now been selected to support patient liaison members of the Patient and Public Involvement Working Group, and the first meeting with the trainer would be held in June
- The next HSRC UK peri-operative care research forum would be held during the Research Week on 30 September – 3 October.

Reflecting on a critical care review presented to Council the previous week, Professor Sneyd raised the issue of access rights to data generated as part of audits like NELA. Professor Mike Grocott agreed to take this issue into account as part of the NELA audit.

ACTION: **Professor Mike Grocott** to consider developing a policy to address sharing data produced by audits to which the HSRC/NIAA have contributed.

(iii) Board members received a paper from Professor Mike Galsworthy outlining the case for a Researchers' Database and the Chair invited feedback on the demonstration of Symplectic Elements received earlier that afternoon.

Dr Galsworthy explained that the new database would help to inform the Research Priority Setting Exercise and strategic planning and would be an innovative way of promoting the achievements of academic anaesthesia.

The Chair thanked Dr Galsworthy for arranging the demonstration however he felt that the database was not a priority for the NIAA at the current time. He suggested that energy should instead be put into promoting and developing the current researchers' database.

ACTION: **NIAA Administrator** to explore ways of increasing registrations on the NIAA Researchers' Database.

NIAAB/33/2013 DATES OF FUTURE MEETINGS

Wednesday 23 October 2013, 13.30 am

Wednesday 22 January 2014, 13.30 am

Friday 25 April 2014, 13.30 am

NIAAB/34/2013 ANY OTHER BUSINESS

- (i) The Chair drew members' attention to a Delphi survey on prioritising research on assisted dying and it was agreed that further details would be circulated to the Board by email.

ACTION: **NIAA Administrator** to circulate details of a survey on assisted dying to the Board and Research Council.

- (ii) It was agreed to amend future agendas of the Board and Research Council by clearly highlighting which items are for decision, discussion and information to try to reduce overlap with items discussed at the Research Council.

ACTION: **NIAA Administrator** to identify which items are for decision, discussion and information on future NIAA Board and Research Council agendas.

GLOSSORY OF ACRONYMS

AAGBI	Association of Anaesthetists of Great Britain and Ireland
ACTA	Association of Cardiothoracic Anaesthetists
ARS	Anaesthetic Research Society
ASG	Anaesthesia Speciality Group
ASIG	Anaesthesia Special Interest Group
BJA	British Journal of Anaesthesia
BOC	British Oxygen Chair
BSOA	British Society of Orthopaedic Anaesthetists
CCRN	Comprehensive Clinical Research Networks
CLRN	Comprehensive Local Research Networks
CRN	Clinical Research Network
DAS	Difficult Airway Society
DMA&CC	Department of Military Anaesthesia and Critical Care
EMB	Executive Management Board
EPICOT	Evidence, Population, Intervention, Comparison, Outcome, Time stamp
FPM	Faculty of Pain Medicine
JLA	James Lind Alliance
NCRPSE	National Clinical Research Priority Setting Exercise
NIAARC	National Institute of Academic Anaesthesia Research Council
NIHR	National Institute for Health Research
NTNs	National Training Numbers
OAA	Obstetric Anaesthetists' Association
RA UK	Regional Anaesthesia UK
RCoA	Royal College of Anaesthetists
SEA UK	Society for Education in Anaesthesia, UK
UKPRF	UK Perioperative Research Forum
VASGBI	Vascular Anaesthesia Society of Great Britain & Ireland