

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 Wednesday 23 October 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 N Webster	British Journal of Anaesthesia
Dr R Moonesinghe	Co-optee - NIAA Academic Trainee Coordinator
Prof M Mythen	Royal College of Anaesthetists
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

In attendance:

Dr M Nathanson	Representing <i>Anaesthesia</i> on behalf of Dr S Yentis
Surg Cdr Risdall	Royal Centre for Defence Medicine, on behalf of Colonel Peter Mahoney
Miss C Bunnell	Committee Secretary (NIAA Administrator)
Miss M Casserly	Royal College of Anaesthetists, Education & Research Manager
Miss M Humphrey	HSRC & NAP Administrator

NIAAB/35/2013 WELCOME

The Chair welcomed members to the meeting, including Dr Mike Nathanson attending on behalf of *Anaesthesia* for Dr Steve Yentis.

NIAAB/36/2013 APOLOGIES

Apologies were received from Professor Phil Hopkins (Anaesthetic Research Society, ARS); Professor Dave Lambert (National Institute of Academic Anaesthesia, NIAA, Grants Officer); Colonel Peter Mahoney (Royal Centre for Defence Medicine); Dr Rob McCahon (Society for Education in Anaesthesia UK, SEA UK); Dr Steve Yentis (*Anaesthesia*).

NIAAB/37/2013 MINUTES

The confidential and non-confidential minutes of the meeting held on 25 April 2013 were approved as a correct record.

ACTION: NIAA Administrator to upload the non-confidential minutes of the meeting held on 25 April 2013 to the NIAA website.

Follow a recommendation made at the morning's Research Council the NIAA Administrator to produce one version of the minutes in future with confidential and non-confidential material clearly highlighted for ease of reference.

NIAAB/38/2013 MATTERS ARISING

- (i) NIAAB/23/2013 Chair's Report/NIAA Research Week
Surgeon Commander Jane Risdall confirmed that she had followed up the promotion of the military showcase which had taken place during the NIAA Research Week and that she had also promoted the Introduction to Academic Anaesthesia event to military cadre.
- (ii) NIAAB/24/2013 NIAA Strategic Plan
It was noted that the proposal from Professor Phil Hopkins regarding the promotion of research activity within NHS Trusts had been circulated to the College's Professional Standards Committee and the Association of Anaesthetists of Great Britain & Ireland (AAGBI) and would also be shared with the Patient Liaison Group (PLG). This item was discussed in more detail later in the meeting.
- (iii) NIAAB/31/2013 Academic Trainees
It was noted that work to create an online resource for trainees looking to establish trainee networks was being led by Dr Eleanor Carter.
- (iv) NIAAB/32/2013iii Health Services Research Centre
Following a request for ways to promote the NIAA Researchers' Database, Professor Mike Grocott suggested adding a question to the registration form for events, asking delegates if they would be happy for their details to be uploaded to the database.

NIAAB/39/2013 CHAIR'S REPORT

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

The John Snow Intercalated BSc Award

Research Council members had agreed to continue to offer the award for a further two years in order to evaluate its success. Sufficient funds were in place to do this and the grant would be advertised in the coming weeks.

Small RCoA Research, Education & Travel Grants

The Research Council discussed the widening of the eligibility criteria for small grants to include non-RCoA members, however it was agreed to maintain the current eligibility criteria in order to avoid jeopardising the portfolio status of larger grants.

Research Priority Setting Exercise

Dr Mike Galsworthy had presented a paper to the Research Council summarising the outcomes of the Anaesthesia and Perioperative Care Priority Setting Partnership Awareness Raising Meeting held on Friday 18 October. The Council had received a thorough report on the status of the project and had discussed the idea of expanding its remit to include chronic pain and utilising the Steering Group to inform other areas of the HSRC's work. It was agreed that the project should be tightly managed to time and target and that it should remain focused on its core objective; to conduct a research priority setting exercise that would lead to commissioned research in anaesthesia and perioperative care. Although this would not necessarily prohibit the inclusion of chronic pain, any additional workstream would need to fit within the 12-18 month timeframe outlined for the project. Discussions would be held with Faculty of Pain to assess the feasibility of this idea.

NIAAB/40/2013 RECRUITMENT OF NIAA CHAIR

Professor Mahajan reported that two applications had been received for the position of NIAA Chair and that interviews would be held on Monday 4 November. The panel consisted of representatives from the NIAA's four founding partners and would be chaired by Professor Rob Sneyd.

NIAAB/41/2013 NIAA STRATEGIC PLAN

Professor Ravi Mahajan presented an updated version of the NIAA Strategic Plan to members for comment. He was pleased to report that many of the objectives set for the coming five years had already been achieved and thanked colleagues for their support in this.

Two objectives which had not yet been fulfilled were the creation of a charity and research into joint working with an established CTU. Although there was no urgency it was agreed that both objectives should be explored over time.

NIAAB/42/2013 NIAA PARTNERSHIPS

- (i) Professor Rob Sneyd reported that he had attended the Royal Colleges Research Summit meeting on Thursday 5 September. He summarised the format of the day which had opened with a series of reports from the Royal Colleges on their approach to research. The visit had been discussed at the Research Council meeting that morning and it had been agreed that the NIAA would recommend a three tiered approach to research training to the College's Training Committee.

- (ii) The Board received the minutes of a meeting between the Medical Royal Colleges academic group chairs and the British Medical Association's Medical Academic Staff Committee held on 8 May and attended by Dr Felicity Plaat on behalf of the NIAA. There was a brief discussion around whether it was relevant for the NIAA to continue to attend such meetings. Members agreed that there was value in maintaining a presence on the group and to seek a representative from the Board for the next meeting on 31 October.

ACTION: **NIAA Administrator** to call for volunteers to attend the next BMA MASC meeting on 31 October and to confirm the NIAA's desire to be involved.

- (iii) Further to discussions at previous meetings regarding collaboration with the Rosetrees Trust, the Chair reported that there were potential funding opportunities available for the HSRC and that he would meet with the Chief Executive of Rosetrees to discuss these further

ACTION: **Ms Drake** to set up a meeting between Professor Mahajan and the Chief Executive of Rosetrees to discuss opportunities for further collaboration.

NIAAB/43/2013 MEMBERSHIP OF THE ASSOCIATION OF MEDICAL RESEARCH CHARITIES

Ms Drake reported that Dr Simon Howell and Professor Dave Lambert were compiling the financial information required to submit an application to the Association of Medical Research Charities on behalf of the BJA/RCoA. Dr William Harrop-Griffiths confirmed that an application had been submitted by the AAGBI's Foundation Board and that their response was pending.

NIAAB/44/2013 MACINTOSH PROFESSORSHIP

This item was taken first in order to avoid any potential conflicts of interest with a Board Member who had applied for the award and was expected to attend the meeting. It was later reported that the Board Member in question had resigned from the Board.

Five applications had been received for the Macintosh Professorship and considered by the Board electronically outside of the meeting. A copy of the scoresheet was tabled and members discussed whether to award one or more awards. The majority of members agreed that one award should be made on this occasion and that this would be forwarded to the College's Nominations Committee. Members were reminded that this decision was confidential until it had been formally ratified by College Council.

ACTIONS: **NIAA Administrator** to forward the Board's recommendation to the Nominations Committee and to liaise with the Chair to provide feedback to the unsuccessful candidates.

NIAAB/45/2013 COMMUNICATIONS PLAN

- (i) Ms Sharon Drake reported on communications activity since the last meeting. She thanked Dr Mike Nathanson for coordinating a series of NIAA-focused articles in the *Bulletin* and *Anaesthesia News* throughout the year and noted that he would continue this role with a focus on *Anaesthesia News* in 2014. The NIAA had enjoyed a successful presence at the AAGBI's GAT Conference in June thanks to an inspiring

talk from Dr Ramani Moonesinghe, supported by a grant drop-in workshop led by Professor Dave Lambert and the NIAA stand. In terms of publications, 10,250 NIAA flyers had been distributed through *Anaesthesia*, Dr Moonesinghe was working with the HSRC Coordinator, Miss Maddy Humphrey, to produce an annual report on trainee activity and Colonel Peter Mahoney had indicated that he was keen for the newly appointed defence lecturers to contribute articles for the website/*Bulletin*. A number of online resources for trainees had also been added to the NIAA website at: <http://www.niaa.org.uk/article.php?newsid=310> and a section on the new patient public involvement initiative had been launched on the HSRC website.

It was agreed that content gathered for the 2012 NIAA Annual Report would be combined with material for 2013 to produce a two-year NIAA Comprehensive Review style report.

ACTIONS: **NIAA Administrator** to coordinate the NIAA Annual Report for 2012-14.

Ms Drake to liaise with **Surgeon Commander Risdall** to coordinate articles from the newly appointed honorary lecturers.

- (ii) Ms Drake reported that a NIAA funding/founding partner logo had been designed and would be circulated to members of the Research Council and Board as appropriate for display on their respective websites.

ACTION: **NIAA Administrator** to circulate funding/founding partner logo.

NIAAB/46/2013 NIAA EVENTS

Dr Ramani Moonesinghe reported that a meeting would be held for the HSRC Quality and Audit Research Co-ordinators (QuARCs) and trainees on 19 February 2014. Attendance at the meeting would be free and designed to encourage engagement in research and give guidance on the QuARC role.

NIAAB/47/2013 ACADEMIC TRAINEES

- (i) The Board received a report from Dr Ramani Moonesinghe on the Introduction to Academic Anaesthesia course which had been held on 9-10 September. It had been a successful day attended by approximately 80 trainees. A copy of the feedback from the day was tabled and Dr Moonesinghe said that she would be keen to see the course repeated annually on a regional basis.
- (ii) The enthusiasm generated by trainee networks such as the South West Anaesthesia Research Matrix (SWARM) has been well documented and Dr Moonesinghe reported on plans to establish a national federation of trainee networks in anaesthesia, pain medicine and intensive care medicine. A meeting, led by Dr Gary Minto, would be held at the RCoA on 2 December to consider how this might be done. It was noted that data collection for the first Sprint National Audit, to take place in May 2014, would be managed largely by the trainee networks.

Following a query regarding the possibility of including content related to research training in the curriculum, and linking this to the College's e-portfolio, Dr Moonesinghe reported that she would be raising this at the College's Training

Committee. It was agreed that this work could be linked with the action from the NIAA Research Council to encourage a three level approach to research training.

The Chair thanked Dr Moonesinghe for her report and for all her work over the last twelve months in helping the NIAA to fulfil its objective to support training in academic anaesthesia.

Finally, it was noted under this item that Dr Rob Sanders had resigned from the Board and that a new trainee representative would be recruited.

ACTIONS: **Dr Ramani Moonesinghe** to explore the integration of the research curriculum with the e-portfolio through the Training Committee and to coordinate this with Professor Rob Sneyd's proposal to recommend a three stage approach to research training.

The NIAA Administrator to make arrangements for the trainee vacancy on the Board to be advertised.

NIAAB/48/2013 MILITARY ANAESTHESIA

- (i) The Chair reported that the RCoA had been invited to advise on the appointment of a number of lecturer and senior lecturer positions for Joint Medical Command, as well as for the position of Defence Professor of Anaesthesia. A panel, consisting of members of the NIAA Board, had been involved in reviewing and providing feedback on these applications and the panel's recommendations had been submitted in September. Surgeon Commander Risdall confirmed that the views of the Board had been greatly appreciated and acted upon in their entirety.
- (ii) Further to this update Wing Commander Karen Smyth reported that the senior and junior lecturers had now been appointed and that a development plan was in place for their training which would be supervised by Colonel Peter Mahoney. In addition, Wing Commander Smyth reported on discussions with Mr David Hepworth and Ms Sharon Drake around how the military could become more involved in events, such as the College's Sixth Form Day.

ACTION: **Wing Commander Karen Smyth** to liaise with the office to increase military engagement in the College's Sixth Form Open Day.

NIAAB/49/2013 RESEARCH PRIORITY SETTING EXERCISE

A full progress report on the exercise had been received that morning from Dr Mike Galsworthy and reported under Item 5.

NIAAB/50/2013 HEALTH SERVICES RESEARCH CENTRE

- (i) The Board received the minutes of the HSRC Executive Management Board meetings held on 16 April, 14 May, 19 June, 24 July and 11 September 2013 for information.
- (ii) The Board received a report from Professor Grocott on HSRC activities and noted the following points:

- The National Emergency Laparotomy Audit, National Audit Projects (NAPs) and first Sprint National Audit Projects were all on track
- A survey conducted by Dr Jonathan Benn on quality measures was complete and the final outcomes would be presented to the Quality Measures Group in January 2014
- A PPI group had been established to provide patient and public involvement to support researchers in anaesthesia and perioperative medicine
- Membership of the HSRC Executive Management Board (EMB) had been extended to include a number of new members. Patient/trainee representatives were also being sought
- Discussions had taken place around appointing a deputy director for the HSRC to deal with the increased volume of work. This would involve splitting the current Director's PA allocation so removing any resource implications.

(iii) The Board received a draft policy on access to data and Professor Grocott confirmed that some changes would be made following discussions at the Research Council meeting that morning. These were related to making it possible for external researchers to contribute to studies.

(iv) It was noted that a formal proposal regarding a COMET initiative in Anaesthesia and Perioperative Medicine would be submitted to the next Board in January.

(v) *The Board received Professor Tim Cook's response to Dr Iain Moppett's review of the NAPs and noted that the document would form the basis of an academic publication in the future. Professor Grocott reported that the main area of disagreement with the report was around increasing the scope of the NAPs to include private practice. Colleagues felt that the inclusion of experiences from private practice would enhance the projects however, since increasing numbers of NHS cases were being treated in independent hospitals.

Professor Grocott thanked the Education Team and Miss Maddy Humphrey in particular for their support and hard work in achieving the objectives of the HSRC.

ACTION: Professor Grocott to discuss the inclusion of private practice in future NAPs with Professor Cook.

NIAAB/51/2013 ARS & NIAA SUB-COMMITTEE

(i) The Research Council received a report from Miss Mary Casserly on the NIAA Research Week which ran from 30 September – 3 October 2013. Both the Research Methodology Day and the BJA Peer Reviewers' Day had been very popular, however numbers at the ARS meeting and the HSRC Research Forum had been lower than expected. It was thought that scheduling so many events close together may have proved disadvantageous as inevitably some sections of the programme missed out due to limitations on delegates' availability. Several suggestions were made for how the event could be organised in the future and it was agreed to discuss these further with the ARS & NIAA sub-committee.

ACTION: Ms Sharon Drake to discuss the timing and format of next year's research events with Professor Phil Hopkins and to find out if other partner organisations wish to be involved.

- (ii) Ms Sharon Drake reminded colleagues of the proposal received from Professor Hopkins at the last meeting around the development of an MRes in Research to be run in partnership with a university. Board Members agreed that this was not a priority area for the NIAA at the current time, however it asked that Professor Hopkins present a firm business model if he wished to develop the scheme further.

ACTION: Ms Sharon Drake to report back on the Board's decision to Professor Hopkins and request a new proposal.

NIAAB/52/2013 DATES OF FUTURE MEETINGS

Wednesday 22 January 2014, 13.30 am

Friday 25 April 2014, 13.30 am

Thursday 9 October 2014, 13.30 am

NIAAB/53/2013 ANY OTHER BUSINESS

- (i) Ms Sharon Drake reported that Professor Hopkins' proposal regarding the provision of support for NHS consultant anaesthetist research activity had now been considered by both the College's Professional Standards Committee and the AAGBI's Foundation Board. As a result, the Professional Standards Committee had agreed to include a chapter on research in the College GPAS (Guidelines for the Provision of Anaesthetic Services) document. The Chair welcomed the principles set out by the AAGBI's Foundation Board. It was agreed that the College and AAGBI should liaise further in terms of refining the principles and distributing them more widely and that they were advisory, rather than mandatory, in nature.

ACTIONS: Ms Sharon Drake to coordinate the publication of the principles in the next GPAS document.

Ms Sharon Drake to send an update on progress to the College's Patient Liaison Group for information.

- (ii) This was Professor Ravi Mahajan's last meeting as Chair of the NIAA Board and Professor Sneyd concluded the meeting by thanking him for his dedication to the NIAA and the important part he had played in taking it forward over the last few years.

GLOSSARY 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