

The Royal College of Anaesthetists, Churchill House, 35 Red Lion Square, London
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NATIONAL INSTITUTE OF ACADEMIC ANAESTHESIA

Board Meeting

**Minutes of the meeting held on Thursday 13 October at 13:30 pm
in the 6th Floor Meeting Room at the Royal College of Anaesthetists**

Members:

Prof R P Mahajan	Royal College of Anaesthetists, Chairman
Prof J F Bion	Royal College of Anaesthetists
Dr R Gill	Association of Cardiothoracic Anaesthetists (Co-optee)
Prof M Grocott	Health Services Research Centre, Director (Co-optee)
Dr W Harrop-Griffiths	Association of Anaesthetists of Great Britain and Ireland
Mr D Hepworth	Lay representative, Patient Liaison Group (Co-optee)
Col P Mahoney	Royal Centre for Defence Medicine
Dr S R Moonesinghe	Academic NTN in Anaesthesia (Co-optee)
Prof D Rowbotham	Royal College of Anaesthetists, Chairman NIAA Research Council
Dr R D Sanders	Trainee representative (Co-optee)
Prof J R Sneyd	Royal College of Anaesthetists & Academic Trainee Advisor (Co-optee) (via VC)
Wg Cdr S Turner	Royal Centre for Defence Medicine
Prof N Webster	British Journal of Anaesthesia
Dr I Wilson	Association of Anaesthetists of Great Britain and Ireland

In attendance:

Ms S Drake	Royal College of Anaesthetists, Director of Education
Mrs M Cenan	Senior NIAA & HSRC Administrator
Ms C Bunnell	Committee Secretary (NIAA Administrator)

NIAAB/30/2011 WELCOME

The Chair welcomed members to the meeting.

NIAAB/31/2011 APOLOGIES

Apologies were received from Professor Bion (Royal College of Anaesthetists, RCoA), Professor Grocott (Health Services Research Centre, HSRC), Dr Harrop-Griffiths (Association of Anaesthetists of Great Britain and Ireland, AAGBI), Colonel Mahoney (Royal Centre for Defence Medicine), Wg Cdr Turner (Royal Centre for Defence Medicine) and Dr Wilson (Association of Anaesthetists of Great Britain and Ireland, AAGBI).

NIAAB/32/2011 MINUTES

- (i) The minutes of the meeting held on 7 April 2011 were approved as a correct record.
- (ii) It was agreed that as of now a summary version of the Board minutes would be uploaded to the National Institute of Academic Anaesthesia (NIAA) website.

NIAAB/33/2011 MATTERS ARISING

- (i) NIAAB/22/2011 NIAA Website
It was noted that the new NIAA website was now live and feedback on the site was welcomed from Board Members.
- (ii) NIAAB/25/2011 Academic Trainees
A number of action points had emerged from the April meeting designed to improve the level of support given to academic trainees. These included uploading model applications to the website as good examples, liaising with partner organisations to provide grant writing workshops and establishing a contact service for academic trainees. Progress in each area was noted.
- (iii) NIAAB/26/2011 Health Services Research Centre
The Chair acknowledged the concern expressed by some members of the Board at its last meeting that 'awareness' had been chosen as the topic for the next National Audit Project (NAP). He reassured members that the emphasis would be less on collating case studies however and more on what could be learnt from incidents of awareness. At the NAP5 Planning Meeting held on 11 October, various work streams had been identified such as the medical/legal and psychological/emotional, and these angles would be explored in further detail as the project developed. It was confirmed that lay representation on the Planning Group had been secured.

NIAAB/34/2011 CHAIR'S REPORT

The Chair reported on the following items from the morning's NIAA Research Council meeting:

- (i) Research Excellence Framework 2014
Research Council had agreed that Professor Rowbotham would write to Professor Stephen Holgate, Chair of the Research Excellence Framework (REF) Main Panel A, to recommend three potential specialist advisors to the REF Main Panels.

(ii) Anaesthesia Specialty Report

The Chair summarised the key aspects of Professor Leuwer's report to the Research Council:

- The importance of ensuring that anaesthesia was seen to recruit enough patients to its clinical trials
- That the success of the National Institute of Health Research (NIHR) would be evaluated on the basis of whether it addressed the government's industry agenda.

ACTION: Given the increasing importance of and interest in research projects that engaged in industry, the **Director of Education** to confirm whether representatives from the NIAA Board would be able to attend the Anaesthesia Specialty Group Industry Liaison Meeting on Tuesday 13 March 2012.

(iii) Research Priority Setting Exercise

The Chair reported that the British Journal of Anaesthesia (BJA) had accepted a paper on the NIAA Research Priority Setting Exercise and that this would be published as an open-access, Continuing Medical Education (CME) document on the BJA website. Whether to conduct a second exercise in 2013, once the future of the James Lind Alliance was known, would be discussed at the NIAA Away Day on 11 November. The Research Council had also agreed to circulate details of a call for expressions of interest to undertake randomised controlled trials from the National Institute of Health Research Health Technology Assessment Programme (NIHR HTA), to all those who had submitted questions for the Research Priority Setting Exercise in 2008.

(iv) Macintosh Professorship

It was noted that six applications had been received for the Macintosh Professorship, two of which had been approved to go to the Nominations Committee for formal ratification.

NIAAB/35/2011 NIAA COMPREHENSIVE REVIEW

Ms Sharon Drake reported that work on the NIAA Comprehensive Review was well underway. The structure had been slightly amended, with new section headings created to emphasise the achievements of the last four years. Board Members received a copy of the latest version of the contents schedule along with some sample page layouts and feedback on the design was welcomed. Ms Drake thanked Board Members for their contributions and reminded them that the deadline for outstanding content was Monday 17 October. The target publication date was late January 2012.

ACTION: Outstanding content to be sent to the **NIAA Administrator** by Monday 17 October.

NIAAB/36/2011 NIAA AWAY DAY

The Board received a copy of the draft programme for the NIAA Away Day to be held on Friday 11 November and the Chair invited comments from Board Members on its content.

After consideration, it was agreed to revise the programme for the Research Council to focus on funding and Terms of Reference, with a view to examining how the Research Council could take a more strategic approach towards driving the research agenda. The Board also

briefly considered the membership of the Research Council and agreed that consideration should be given to sending new invitations to non-members in the future.

Prompted by a draft list of Professors of Anaesthesia which had recently been circulated by email, members felt that it would be more valuable to create a database of research-interested anaesthetists on the NIAA website which could be shared with the specialist societies. Contributors would be invited to identify the areas they were interested in and who they were looking to collaborate with.

ACTIONS: **NIAA Administrator** to create a resource on the NIAA website for research-interested anaesthetists.

Senior NIAA Administrator to circulate an information pack prior to the Away Day including the current Terms of Reference for the NIAA Board and Research Council.

NIAAB/37/2011 **NIAA PRESENCE AT EVENTS**

- (i) The Board received a paper from the lay representative Mr Hepworth suggesting ways in which the NIAA could improve its presence at events. He outlined a number of suggestions, based on the NIAA's first experience of running an exhibition stand at the AAGBI Winter Scientific Meeting earlier this year. These included locating the stand in a more prominent position, ensuring that significant numbers of volunteers were on hand from the NIAA to engage delegates, displaying posters from recent poster winners and providing advice on how to apply for grant funding.

The Board welcomed this paper, however it asked whether the Winter Scientific Meeting had been the right kind of forum for the NIAA. Alternative events identified by Board Members included the Groups of Anaesthetists in Training (GAT) Annual Scientific Meeting, the Research Methodology Workshops, the Anaesthetic Research Society (ARS) Winter Meeting and regional study days.

Colleagues also acknowledged the NIAA's limited resources in terms of Board Members' time. It was therefore suggested that the NIAA invest time in developing publicity in the form of posters, presentations, flyers and business cards, all of which could be displayed/distributed at events without the need for a physical stand.

ACTION: **NIAA Administrator** to compile a communications plan identifying potential events at which the NIAA could attend/display publicity.

NIAA team to develop publicity material i.e. an information pack, posters and PowerPoint slides.

NIAAB/38/2011 **NIAA PRIORITY SETTING EXERCISE**

This was covered under Item 5, Chair's Report.

NIAAB/39/2011 **NIAA RESEARCH GRANTS**

The Board received a governance document for NIAA Convened Grant Committees from the NIAA Grants Officer, Professor Lambert, for final approval. The document had been revised in the light of a discussion held at the Research Council meeting in July around conflicts of interest. The Board approved the document with no further amendments.

ACTION: **NIAA Administrator** to upload the governance document for Grant Committees to the NIAA website.

NIAAB/40/2011 MAURICE HUDSON PRIZE

The Board considered four applications for the Maurice Hudson Prize and noted that the remit of the prize had been extended to include the management of acutely ill patients. After consideration, the Board agreed to recommend Dr Conway Morris's application, 'Reducing ventilator-associated pneumonia in intensive care: impact of implementing a care bundle', (*Critical Care Medicine*) to the Nominations Committee for formal approval.

ACTION: **NIAA Administrator** to notify the Nominations Committee of Research Council's decision to recommend the application from Dr Conway Morris for formal approval.

NIAAB/41/2011 MILITARY ANAESTHESIA

Colonel Mahoney had sent his apologies at short notice due to illness, therefore there was no report from the military. It was agreed that this report be deferred until the Away Day on 11 November.

NIAAB/42/2011 ACADEMIC TRAINEES

- (i) The Board received a revised version of the draft programme for the NIHR & NIAA Study Day for Academic Trainees to be held on Wednesday 14 March 2012. Several minor amendments were agreed, including extending the morning refreshment break to allow more time for networking as this was one of the most beneficial parts of the day for trainees.
- (ii) The Board received an article entitled, *Europe is Mostly United but Lacks a Common Support of Young Investigators*, written by Professors Koch and Sneyd.

Dr Sanders introduced the article and asked colleagues to think about the NIAA's role within Europe, and to consider whether there was a need for the Board to devise a strategy for the support of senior academic anaesthetists looking to further their academic careers.

Professor Sneyd provided some further background to the article and encouraged the NIAA to make contact with the European Society of Anaesthesiology (ESA) with a view to collaborating on pan-European research studies.

ACTION: **Senior NIAA Administrator** to include the article in the information pack for the NIAA Away Day.

The Chair to write to the ESA, proposing a meeting to discuss joint-working. The exact focus of the meeting would be informed by the outcome of the Away Day.

- (iii) The establishment of a contact service for academic trainees was discussed under Matters Arising.

NIAAB/43/2011 HEALTH SERVICES RESEARCH CENTRE

- (i) The minutes of the Health Services Research Centre Executive Management Board meetings held on 3 May, 7 June, 19 July and 12 September were received and noted.
- (ii) The Board received a written update on current activity from Professor Mike Grocott. Dr Moonesinghe reported that the National Emergency Laparotomy Network had been chosen to be commissioned as a new national audit by the Healthcare Quality Improvement Partnership (HQIP). Work was now taking place on developing a specification which would then be put out to tender.

NIAAB/44/2011 DATES OF FUTURE BOARD MEETINGS

The Board agreed to reduce its meetings to three per annum and the following dates were agreed:

Thursday 2 February 2012 at 1330
Thursday 19 April 2012 at 1330
Thursday 27 September 2012 at 1330

NIAAB/45/2011 ANY OTHER BUSINESS

Dr Moonesinghe announced that her term as academic trainee representative on the Board was due to end next year and that the February meeting would be her last.

ACTION: **The Chair** to write to GAT and the College's Trainee Committee to request nominations for a new academic trainee representative to join the Board.

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
CCRN	Comprehensive Clinical Research Networks
CLRN	Comprehensive Local Research Networks
CRN	Clinical Research Network
DAS	Difficult Airway Society
DMA&CC	
EMB	Department of Military Anaesthesia and Critical Care
EPICOT	Executive Management Board 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
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