

BRITISH ASSOCIATION OF PERINATAL MEDICINE

Minutes of the Annual General Meeting held on Friday 26 September 2014 in the Council Chamber, RCPCH, London

Present:

Executive Committee:

Dr Bryan Gill (Outgoing President, Leeds), Dr Alan Fenton (Incoming President, Newcastle), Dr Gopi Menon (Honorary Secretary, Edinburgh), Dr Amanda Ogilvy-Stuart (Honorary Treasurer, Cambridge), Ms Lisa Nandi (Executive Manager), Ms Hayley Watts (Membership & Finance Assistant), Dr Steve Jones (Representative, South of England, Bath), Dr Grenville Fox (Deputy Representative, South of England, London), Dr Nim Subhedar (Representative, North of England, Liverpool), Dr Steve Wardle (Deputy Representative, North of England, Nottingham), Dr Helen Mactier (Representative, Scotland, Glasgow), Dr Julie-Clare Becher (Deputy Representative, Scotland, Edinburgh), Dr Carol Sullivan (Representative, Wales, Swansea), Mr David Summers (Deputy Nursing & Midwifery, Newcastle), Prof Jenny Kurinczuk (Representative for Allied Professions, Oxford).

Members: Mrs Vanessa Attrell (Kent & Medway), Dr Lisa Barker (Leicester), Dr Alison Bedford-Russell (SWMNN), Dr Sandy Calvert (London), Dr Andrew Currie (Leicester), Dr Katie Farmer, Prof David Field (Hon Member, Leicester), Dr Rashmi Gandhi (London), Dr Jane Gill (Nottingham), Dr Kevin Goss (Southampton), Mrs Teresa Griffin (SCNN), Dr Cath Harrison (Leeds), Mrs Julia Hodges (London), Dr Shazia Hoodbhoy (Cambridge), Dr John McIntyre (Derby), Dr Richard Nicholl (Northwick Park), Dr Justin Richards (London), Mrs Sonia Saxon, Dr Aung Soe (Medway), Dr Merran Thomson (London), Dr Timothy Watts (London), Dr Joanna Wright (London).

Apologies: Dr Sybil Barr (Cardiff), Dr Shetty Bhushan (Dundee), Dr Phil Booth (Aberdeen), Dr Elaine Boyle (Leicester), Dr Richard de Boer (Coventry), Dr Paul Clarke (Norwich), Dr Sanjeev Deshpande (Shrewsbury), Professor Peter Dunn (Hon Member, Bristol), Dr Ria Evans (Slough), Dr Zuzanna Gawlowski (Luton), Dr Judith Grant (Nottingham), Dr Gary Hartnoll (London), Dr Paul Mannix (Bristol), Professor Neil Marlow (Hon Member, London), Dr David Millar (Belfast), Dr Ahmed Mukhtar (Kettering), Mrs Sandie Skinner (Southampton), Professor Philip Steer (Hon Member, London), Dr Rob Tinnion (Newcastle) and Professor Andrew Wilkinson (Hon Member, Oxford).

Prior to commencing the business of the meeting, Dr Mandy Ogilvy-Stuart read a tribute to Dr Kate Farrer who died in January. Kate had been inspirational in many ways during her lifetime and rather than a silence to honour her memory, those present stood and applauded for several minutes.

AGM 14/01 Welcome and apologies

The President welcomed everyone to the meeting and explained that a number of apologies had been received which would appear in the minutes.

AGM 14/02 Minutes – the minutes of the AGM held on 12 September 2013 were agreed to be an accurate account of the proceedings.

Minutes of the Executive Committee meetings held in Sept 2013, January 2014 and May 2014 were received and approved.

AGM 14/03 Election of Officers and changes in Executive Committee

The President noted the changes taking place on the Executive Committee, thanked all those who had served throughout the year and welcomed those who were newly elected. He expressed particular thanks to Professor Jenny Kurinczuk for her input as AHP representative and MBRRACE-UK lead.

Thanks and congratulations were also expressed to Andy Cole who had recently left Bliss for a new role and had been awarded an OBE for his services to neonatal care. It was noted that BAPM had agreed to honour Andy by giving him Honorary Membership together with Professor Michael Weindling.

AGM 14/04 Motion 1 – New Members

The President drew members' attention to the list of new members added during the year and also to those who had retired or resigned. The following resolution was passed by a unanimous vote: "***That the applicants nominated for membership and listed in Doc B attached to this Agenda should be elected into membership***".

AGM 14/05 Hon Secretary's report on activities in the past year

The Hon Secretary was pleased to review the activities of the Association since the last AGM as follows:

a) Working Groups

Working Group on Optimal Arrangements for NICUs – it was noted that the document produced by the working group had generated a considerable amount of feedback from members since its publication in June. It was generally agreed that this was an excellent document.

Working Group on Newborn Early Warning Trigger and Track – it was reported that this group had produced a draft framework document and chart which had been piloted in a small number of units before being presented and discussed at the Executive Committee meeting. Following some minor amendments, the framework would be sent out for consultation.

Working Group on Donor Expressed Breast Milk – it was noted that this group had met once and was in the process of drafting a framework for practice. Discussion had raised the issue of beginning a dialogue with the Muslim Council of Britain (and possibly other groups) with regard to their view on the use of donor milk and EC had agreed to this.

b) Interaction with commercial organisations – the Hon Secretary reported that BAPM had agreed as part of the infrastructure to support delivery of the strategy, to review its governance procedures across the board. A working group chaired by Dr Martin Ward Platt (Newcastle) had been convened to produce an ethical framework. The first meeting would be held in October.

c) RCPCH Spring Meeting – it was noted that the revised format (i.e. a programme aimed at paediatricians with a neonatal interest) continued to be popular.

d) Trainee issues – in response to feedback, it was noted that the format of the Perinatal Trainees' Meeting had been changed to a split morning session aimed at pre-grid and late grid trainees. The Hon Secretary also referred to the various trainee initiatives being supported by BAPM including NeoTRAIN (research and audit), NICTNACS (updates and information sharing) and BNTN (currently in development). BAPM had also recently joined Twitter (@BAPM_Official) and members were encouraged to interact.

e) BAPM's Strategy – the Hon Secretary referred to the three strands of BAPM's proposed strategy as follows which would be discussed during the afternoon session:

- a) Improving the quality and safety of neonatal care
- b) Family engagement
- c) Promoting research and academic excellence

These areas had been selected following discussion at the Executive Committee awayday in 2013 and work was already in progress with regard to family engagement in the form of a working group being chaired by Zoe Chivers (Bliss). A draft strategy document would be circulated to the membership for consultation and comment, and changes had been made to the structure of EC to support this as agreed at the AGM in Liverpool last year.

A question was raised regarding documents produced by the Clinical Reference Group as to who people should respond to and how comments are registered and acted upon. The Hon Secretary agreed to write to the CRG to clarify this.

It was also noted that when BAPM organises a consultation there should be responses to individual comments and reference in the document to where amendments have been made.

AGM 13/06 Financial Report

The Hon Treasurer reported the following:

For the financial year ended 31 March 2014, BAPM's incoming resources were showing a net deficit of c.£5k. This was primarily due to lower attendance at the Liverpool conference together with a more expensive venue, reduced membership applications and slightly reduced sponsorship. It was noted that the complete accounts and accompanying notes were included as usual in the annual report.

Professor Field asked whether BAPM could consider providing some funding for small research projects and it was noted that this would be addressed as part of the ethical framework. He added that BAPM should consider re-instating the Clinical Trials meeting and the Hon Secretary and Treasurer agreed to discuss this as part of the work on promoting research. A subsidised research day for grid trainees could also be considered.

Dr Jones and Dr Thomson also raised the issue of funding for projects in the developing world and whether BAPM could promote this.

AGM 13/07 The President's Report – reflections on 8 years

The President began his report by noting the successes BAPM has achieved as follows:

- Better engagement generally including working groups, consultations and meetings (e.g. Networks, CRG, Perinatal Medicine conference, RCPCH, Perinatal Trainees' meeting).
- Influence and interaction with other groups (Bliss, Best Beginnings).
- Standards and documents which BAPM has helped to shape.
- Neonatal grid and maintaining the profile of neonatology.
- Establishment of the Dunn Perinatal library.

He noted the change in the roles of the BAPM office staff with Lisa Nandi taking on a greater role in leadership and management and Hayley Watts in BAPM's communication in general.

In looking to the future, the President suggested that BAPM should not focus on developing any more standards but should build on what is currently in place. He noted that Networks would evolve and the emphasis must be on quality improvement. BAPM should continue working towards better engagement and consider regional roadshows to advertise the strategy.

AGM 13/08 Any other business - there was no other business.

Date of the next meeting: It was noted that the next AGM would be held in Cambridge on 5 November 2015.

Before closing the meeting, the President expressed his thanks to the following for their invaluable support during his tenure: the BAPM membership, the members of EC, Bliss, the other BAPM Officers and Lisa Nandi and Hayley Watts in the BAPM office. He wished Alan Fenton every success as President of the Association.

A gift was presented to the President on behalf of the Association in recognition and appreciation of his huge contribution to neonatal care during the past 8 years on BAPM's Executive Committee.