

**Welsh Intensive Care Society
Draft Minutes of Council Meeting**

Held 7th July 2004 at Metropole Hotel, Llandindrod Wells

Those Present: -

Dr C Thorpe
Dr C Littler
Dr I Greenway
Dr K Mottart
Dr E Major
Dr D Hope - Chairman
Dr Hywel Roberts

1. Apologies were received from Dr Richard Self.
The Chairman welcomed Drs Littler, Mottart and Roberts to their first meeting of the Welsh Intensive Care Society Council.

2. Minutes of Previous Meeting Held on 28th April 2004
The minutes were accepted as correct with the following modifications:
-“Meeting dates are as follows:
20th October 2004
26th January 2005
27th April 2005
6th July 2005
12th October 2005”

3. Matters Arising

a. SAFF Targets

The Chairman explained that the three SAFF targets relevant to Intensive Care Medicine identified in 2004, had not been met. Dr Hope had written to Dr Salter asking for clarification on this issue and had received a reply which indicated that missed targets are counted against the performance of Chief Executives in relevant Local Health Boards and NHS Trusts. The meeting was reminded that the three SAFF targets were:
To establish three network administrators for Southeast, Southwest and North Wales by September 30th 2004.

To reduce cancellations of elective surgery for reason of lack of critical care bed, to zero by April 1st 2005.

To ensure, year on year reductions in the number of non-clinical transfers.

Council is in process of collecting the data on operative cancellations

for lack of an intensive care bed and it was resolved to finish the data collection over the next week or so, following which the Chairman will write to David Salter with the figures. Council members were asked to assemble data on operative cancellations during January, February & March 2004.

b. APC Audit

The Chairman has been invited to meet Professor Routledge to discuss this audit and future plans and the Chairman sought advice as to whether it was possible to continue the audit. Dr Thorpe, who has been running the audit, explained that returns have diminished to a trickle and he doubted that a sustained audit is possible. The Chairman will reflect this view when he meets Professor Routledge.

c. Summer Meeting

There was universal agreement that the Summer meeting had been a great success with an excellent scientific programme held in a good venue. All concerned are to be congratulated. The next Summer Meeting will be at Portmeirion on Monday & Tuesday, 20th & 21st June 2005. The meeting will start at lunchtime on the Monday and continue through Tuesday. Dr Thorpe agreed to co-ordinate the scientific programme and the Chairman will liaise with Sarah Malcolm about accommodation.

4. Allocation of Roles

Officers of the Society for 2004/05, will be as follows: -

Chairman Dr D Hope

Audit & Research Dr C Thorpe

Secretary Dr R Self

Treasurer Dr K Mottart

5. Applications for Research Grants

Only one application was received for a research grant in the Summer round which closed at the beginning of July, this application was from Dr Thorpe who is undertaking a study into functionability, quality of life and muscle mass in ITU survivors. The Council supported the application for £750 to cover travel expenses for patients entered into the study. The next opportunity for research grant applications will be in advance of the Council meeting on January 22nd 2005.

6. Critical Care Development Group Update

The Chairman reported on progress with the three sub-committees: -

a. Service Configuration & Capacity – Chaired by Dr Hope

Membership:

Chief executive of Cardiff & Vale Trust

Chief executive of NW Wales Trust

Chief executive Gwent Healthcare Trust

Chief executive of Swansea Local Health Board
A Public Health representative
A WAG health economist
WAG Nursing Officer
Dr R Self – Consultant Anaesthetist, Bridgend
Dr C Heneghan – Consultant Anaesthetist, Neville Hall
Dr D Cartlidge – Consultant in Accident & Emergency Medicine, Glan Clwyd
Plus up to 8 associate or corresponding members
b. Information Technology – Chaired by Dr Gemmel
Dr C Thorpe
c. Workforce Development, Training & Education – Chaired by Dr Major
Membership:
Sue Cromack – Head of Workforce Management NHS Human Resources, WAG
Jan Smith – Therapies Advisor, Welsh Professional Group, WAG
Dr Jane Ashwell – Senior Medical Officer – WAG
Maria Thomas – Deputy Director of Nursing, Prince Charles Hospital
Liz Collins – Directorate Nurse for Critical Care, West Wales General
Mr H Young – Vice Dean & Reader, School of Postgraduate Medical & Dental Education.

Dr Major reported that his sub-committee had recently met and were intending to start by collating information on the present workforce before proceeding to a gap analysis. Dr Hope reported that his committee is to meet on July 8th and that the three committee Chairs will meet with assembly representative on July 12th. Dr Thorpe reported that the information group was considering various datasets for their merits.

7. Audit Secretary's Report

There was nothing to report.

8. Treasurer's Report

There was nothing to report.

9. Training Report

Dr Major reported that two dual CCST training posts in intensive care medicine had been advertised in the Summer and only one application had been received. Another advert will appear in September and the single application received thus far will remain active. Dr Major reported that the Trainees' Survey Results were due to be presented to the STC in Anaesthesia on Friday 8th July and both the Intercollegiate Board and The Deanery had been sent copies. The Training Survey will be tabled at the next WICS council meeting. A letter had been received from Dr Turley suggesting that either WICS or the Specialist Training Committee for Intensive Care Medicine might consider setting up training courses in

intensive care medicine. There was discussion as to who might constitute the target audience and where in the academic programme a suitable course might fit, but there was general agreement on the benefits of expanding the educational programme.

10. Trainees' Report

Dr Hywel Roberts reported that the next WITS scientific meeting will be in April 2005.

11. Any Other Business

The Chairman reported that he had been in discussions with representatives of "Innovations in Care", a department at the Welsh Assembly, who are keen to develop a national initiative on using care bundles. Discussions are continuing.

12. Date of next meetings:

20th October 2004

26th January 2005

27th April 2005

6th July 2005

12th October 2005

David Hope
WICS Chairman
ITU Morriston