



South West & Wessex Regional Committee: Meeting Minutes

Author : Anthea Patterson

Date: 21st June 2016

Venue : PMS Conference room, PMS Second, Undergrad Building

PRESENT: Paul Thomas, Dr Tim McDonald, Rebecca Hopkins, Dr Angie Cooper, Anna Barton, Dr Anthea Patterson

MINUTE SECRETARY:

Anthea Patterson

Minute No:		Action By
1.0	APOLOGIES FOR ABSENCE Mike Waterson , Liz Burgess, Nicola Pullan Anne Armston	
2.0	RATIFICATION OF MINUTES OF PREVIOUS MEETING Agreed to be an accurate representation. Minutes approved from last meeting 22 nd Jan 2016. Sent to Nicola & ACB head-office to upload to website.	
3.0	MATTERS ARISING. None	
4.0	STANDING AGENDA ITEMS	
4.1	Tutors Report Two new STPs have been appointed in the region, one in Torbay and one in Truro. All trainees continue to progress satisfactorily. Dr Mandy Perry from Exeter has completed FRCPATH and Francesca Mills from Southmead has passed Part 2 Mod 2.	
4.2	Trainees Rep Report Pre-registration Trainees 2015 intake: 3 STPs (Exeter, Plymouth, Portsmouth) 2014 intake: 2 STPs (1 Bristol (NBT, biochemistry), 1 Southampton) 2013 intake: 4 STPs (2 Plymouth, 1 Bristol, 1 Gloucester) Post-registration Trainees	

	<p>Congratulations to Mandy Perry, Francesca Mills and Tanya Hart who have completed all FRCPath exams.</p> <p>Training Days/Courses/Regional Meetings</p> <p>The SW&W region has biannual training days, organised by trainees and hosted by different centres each time. We have had four so far; NBT, RD&E, Cheltenham& Gloucester and Plymouth. Some feedback was that trainees wanted information about the day further in advance.</p> <p>The next training day is scheduled for October 2016, there is no host yet, possibly to be held in Bristol. There is possibility of joint training days with South Wales.</p> <p>There is a need to clarify what is wanted from training days – more general “how to do the job” vs. FRCPath preparation – difficulty getting responses from most trainees.</p> <p>Bristol have volunteered to host a “part 1” specific training day – exam specific days may be more beneficial than a “one size fits all”? Other content covered by scientific meetings?</p> <p>Other</p> <p>Several trainees in the region plan to take part 1 this year/ next spring – ?organization of group tutorials, possibility of video-link for those further away.</p> <p>South Wales and some other regions have weekly group tutorials. Some over video link, some in person. – potentially more useful than whole training days?</p>	
<p>4.3</p>	<p>Scientific Meetings report</p> <p>The Spring meeting was held jointly with the Welch ACB, and covered nutrition, lipids, UKAS and assay updates. Attendance at scientific meetings remains a challenge especially for those from the eastern edge of the region.</p> <p>Anna Barton and Dr Angie Cooper were appointed as the joint Meetings Secretaries at the AGM. The next meeting will be on 18th of Nov, on the theme of Metabolic bone disease and will also include the Trainees award. A variety of topics around Pregnancy and Newborns will be covered on Spring meeting on the 6th March 2017, (+ AGM). It is hoped that allowing members to plan well in advance will improve attendance. AB to look at advertising the meetings so as</p>	

	to broaden the appeal to other staff groups, especially our BMS colleagues.	
	<p>FCS No report.</p> <p>FSC regional representation was discussed. Jane Lewis represents the region but since her retirement she has been less contactable. FSC representation at the regional meeting was discussed. AP agreed to contact Geoff leister and Emma Lewis to discuss where we are and the possible options.</p> <p>In the meantime Angela Mallard from RCHT has agreed to oversee FSC related matters and report back to the committee.</p>	AP
	<p>Audit No report</p> <p>Liz Burgess gave notice of her desire to step down. A new Audit lead will be sought.</p> <p>The committee have concerns about the apparent lack of audit activity taking place in the region. The committee will work with the new audit lead, once appointed to make improvements. The audit page in the website will be upgraded to allow for recording of local and regional audits and to inspire and aid others to complete audits. An audit session in autumn 2017 is under discussion.</p>	
	<p>OTHER AGENDA ITEMS</p> <p>ACB committee vacancies</p> <p>The need to fill the vacant posts on the committee was discussed. Mike Waterson will temporarily take on the role of Secretary. AP will contact the membership to canvass interest in the Audit, Sec and FSC role.</p> <p>Newsheet</p> <p>Strategies to engage with the membership and communicate the activities of the committee were discussed. Anna Barton suggested a newsletter. It was agreed that this was a very good idea as although the minutes are available few people access them.</p>	AP AB
	ANY OTHER BUSINESS	
	<p>Trainees award</p> <p>It was felt that £50 was an appropriate amount for a first prize.</p>	
	DATES OF FUTURE MEETINGS	
	Next Committee meeting : 20 th Oct RD&E 10.30 to 13:00	

Accepted 20/10/16 by SWW committee.