

**Notes and actions from IPC CSG Executive Group Teleconference
Monday 13th January 2014 10:00**



Present:

Chair Sara Kenyon (SK); Andy Ewer (AE); Andrew Weeks (AW); Charlotte Bevan (CB); Fiona Denison (FD); Helen Sassoon (HS); Jane Sandall (JaSa); Julia Sanders (JuSa); Julie Jomeen (JJ); Kim Hinshaw (KH); Lee Middleton (LM); Tim Draycott (TD); Tina Lavender (TL); Lucy Ingram (LI)

Apologies: Alison Brodrick; George Bugg; Gill Boden; Rachel Collis; Sara Atherton; Ruth Hewston.

Review of actions from 30th September 2013 teleconference

No progress to report on the research priorities (management of PPH, intrapartum stillbirth, sepsis and outpatient Foley catheter for induction of labour). No further PICOs to be submitted at this time. Submitted PICOs were: delay in the first stage of labour (on hold); birth in water (on hold); latent phase of labour (will go to the HTA Maternal, Neonatal and Child Health Panel in March).

Executive Group membership – Basic scientist

Lucilla Poston (LP) (Chair of the RCOG RC) had suggested that all the CSGs consider whether having a basic scientist as a member would be helpful. It was agreed that if/when a proposal came in for review that had a basic science component appropriate advice would be sought.

Executive Group succession planning

This CSG was established in 2010; at 3 years there needs to be a review of membership and those who wish to step down can. If no one wants to step down the maximum duration of EG membership is 5 years. It was agreed that a phased step-down would be preferable. There is the possibility that an obstetrician with basic science background may replace a current obstetrician. The plan was agreed to advertise for an obstetrician with a basic science background as preferable. Adverts will go out for discussion and until then the above stands.

Terms of Reference

LP was also keen for the CSGs to have common terms of reference (TOR) The IPCSG TOR (reviewed in May 2013) has been sent out to all other CSGs for discussion.

LI is standing down as secretary, new appointment to be ascertained in time for May 2014 meeting. The group thanked her for all her work.

Perinatal medicine conference 2014/BMFMS 2015

It has been agreed that there will be a joint meeting with preterm birth CSG in June. EG members to confirm attendance with SK – multi-disciplinary representation would be beneficial. It was agreed that the standard training toolkit for recruitment to intrapartum care research will be presented as minimum. The idea that all the CSGs presented at the BMFMS 2015 was suggested. This could include abstracts, interactive discussion and presentations.

ACTIONS: SK to submit Toolkit abstract for a poster (deadline 24.01.14) and to SK to take forward the idea of CSGs representation at next year's BMFMS to the RCOG RC.

There were no proposals for review.

Future meetings: September 2014 and January 2015

ACTION: LI to circulate dates for these meetings

Next meeting: Monday 19th May 2014