ATTENDEES
Sean Wensley – BVA SVP (chair)
Julia Boness
Tony Buxton
Paul Freeman
Chris Booth
Andrew Parker
Amelia Philips
Moriah McCauley
Dave Charles
Katie Fitzgerald
Jill Hubbard
Craig Roxburgh – BVA (part)
Zoe Davies – BVA
Tim Keen – BVA
Laura Carleton – BVA

APOLOGIES

SUMMARY OF ACTIONS

Operational Update Actions

Email from the Senior Education Officer at RCVS confirming the CPD reading allowance to be circulated

ACTION: Secretariat

Lengths of terms of all Committee members to be confirmed and communicated to all members

ACTION: Secretariat

Summary of Ideas of New Member Guides and Feedback on Existing Guides

Following an introduction to the BVA Practice Standards resources members (especially those who have already completed the accreditation) were requested to review the current offering and provide feedback on areas to improve. Members specifically requested job descriptions to be provided on the following positions:

- Team Leader
- Practice Manager
- Lab Technician
- Groom
- Night Staff

Members to provide sample job descriptions for these roles. These to be reviewed in light of the issues vets are currently having regarding recruitment in order to ensure that they are written in way to encourage applications – key words to include etc.
ACTION: Secretariat and Members

The possibility was raised of entering into discussions with RCVS to request that our resources are signposted to those practices looking to undertake accreditation to better raise the profile of these resources.

ACTION: Secretariat

It was agreed that the current offering of BVA guides should be reviewed briefly by members of the group in order to ensure that they are up to date and to raise any issues/concerns with each guide and identify areas for improvement. Members were provided with a list of the majority of the current guides and volunteers from the group have agreed to review each one as per the attached sheet.

ACTION: Secretariat and Members

The group agreed that there should be a dedicated landing page on the BVA website for the downloadable guides and resources in order to make them easier to find, and it was agreed that a comprehensive “At a Glance” list of all guides available would be very useful. This will be raised with the BVA Digital Team for consideration.

ACTION: Secretariat

Members agreed that rather than dedicating resource to creating new guides, those that already exist should be further promoted. The following ideas were discussed as means to promote guides and online resources, as well as all BVA services:

- A BVA App to be developed where members can access guides and resources on-the-go and would also boost the use of the Community – easier to post/respond.
- Raising awareness of what BVA offer with students/recent graduates through AVS and the Young Vet Network by providing BVA training, induction and “handover” to AVS reps and BVA council and committee members.
- Produce a resource – single sheet of paper/leaflet – that states “where you can get help” on specific issues as easier to digest than a long list of all services and benefits.

Potential New Guides

It was agreed that new guide content is required at some point and these should be ideally easy to put together as a “quick win” for BVA. These could include:

- Career Paths guide – following on the success of Gudrun’s webinar about non-traditional career paths create a guide on alternatives to general practice
- Getting into Vet School – create a guide based upon the existing AVS webpage in a joint working venture with AVS. AVS as best placed to create the content and BVA to brand, host and disseminate.

ACTION: Secretariat
Chair Election

Formal anonymous vote took place over the lunch period and Amelia Philips was formally elected by popular of the group in a very close-ran race. Congratulations Amelia!

Business Development Update from Craig Roxburgh

Potential ideas for new BVA products and areas for development were presented following the survey completed by the group in December 2016. These included:

- Veterinary Careers Congress
- Online jobseeker library
- BVA graduate programme
- Non-Clinical skills training programme (communications, leadership etc) and a nationally recognised qualification
- BVA “Good Employer Scheme” – enhance the workplace environment

The survey results have helped determine which of these to prioritise as BVA do not have the resources to do all of the options. It was perceived BVA’s knowledge-base and skill-base is in non-clinical skills with young vets/recent grads and wellbeing identified as the areas of greatest need for additional support. Therefore, a BVA Graduate Scheme and Good Employer scheme were deemed to be the most appealing – these were both deemed as having the high impact on the appeal of membership.

The next stages are these ideas will be pitched to the BVA board to secure financial investment. A wider market research survey is being conducted to back up the results obtained from this group to give a wider view – research objectives are the same as in the survey this group completed. The results are due early March. The considerations will be feasibility, financial cost versus return and the amount of vets that stand to benefit from the new service. Then the content, features, look, feel and image will be developed and this group will be involved to help build these products.

Concerns raised regarding the duplication of PDP in a graduate scheme, but the idea is to help independent practices to compete with corporate graduate schemes. Links to PDP to be explored and issues with PDP to be determined in association with this concept.

Discussion to be had at a later date to discuss issues around these issues – potential for a new meeting in between now and the next scheduled meeting in October. It was confirmed that ideas are to be treated as confidential until further notice.

Date of next meeting: Tuesday 17 October 2017