

MEETING OF COUNCIL

Minutes of the meeting held on 10 April 2019 Council Chamber - The Royal College of Anaesthetists

Members attending:

Professor R Mahajan, President	Dr H Johannsson
Dr J Fazackerley, Vice-President	Dr C Shannon
Dr S Fletcher, Vice-President	Dr M Forrest
Dr W Harrop-Griffiths	Dr J Strachan
Professor J Pandit	Dr F Plaat
Dr K May	Dr M Swart
Professor M Grocott	Dr S Muldoon
Professor E O'Sullivan	Dr B Miller
Dr D Bogod	Dr C Waldmann
Dr F Donald	Dr D Lowry
Dr K Ramachandran	Dr A Theron
Dr L Williams	Dr K Ferguson (AofA)
Dr C Carey	Professor D Lambert
Dr R Perkins	Dr C Pellowe
Dr C Mallinson	Dr M Nixon
Dr S Ramsay	

In attendance: Mr T Grinyer, Ms S Drake, Mr M Blaney, Ms K Stillman, Mr R Ampofo

Apologies for absence: Professor Judith Hall, Dr Dave Selwyn

1. Regional Adviser Anaesthesia (RAA) – Dr Catherine Shaw for North Central London

Dr Shaw was welcomed as RAA for central London School of Anaesthesia. The school has a large establishment linked with major hospitals including University College Hospital and The Royal Free Hospital. Her remit is in supporting training and as an examiner. Dr Shaw noted key regional issues, which included matching resource with need and the desire to train and retain. Key challenges outlined included, communication and in working collaboratively to ensure that peri-operative care is meaningful.

2. Council Minutes

Motion: Council approval was requested for the minutes of Council held on 13 March 2019. The following changes were requested:

Point 7 – British Journal of Anaesthesia – to read:

BJA complaints policy procedure – if required a panel will be formed to include two representatives of the BJA (including a trustee) and an independent member nominated by RCoA.

Dr Kathleen Ferguson also requested minor changes under her verbal update point 11

Motion agreed: Council approved the minutes with these changes.

3. President's statement

Sadly the following deaths were reported and the Council were upstanding for a minute's silence in remembrance of the recently deceased:

- Dr John Roylance of Birmingham-
- Dr Thomas Victor Campkin of Southampton
- Professor John Andrew Thornton of Abergavenny
- Dr Lynn Newman
- Dr Henry Fairlie of Glasgow
- Dr James David Dodman of West Yorkshire

A list of meetings attended by the President on behalf of Council was circulated within the statement and key meetings included:

20 March – Paterson Inquiry – attended with Dr William Harrop-Griffiths and Sharon Drake

2 April – Tri College phone call - with the Australian, Irish Colleges and the RCoA to discuss and work together on perioperative medicine in which the President will form discussion with other Royal Colleges on his forthcoming trip to Malaysia.

9 April – meeting with the Welsh Board, including meetings with Welsh CMO and HEIW – in which the perioperative agenda formed the basis of discussion with overall support.

Members were reminded:

- that they should organise an appraisal with the President or Vice President's and this should be done by contacting jwhale@rcoa.ac.uk to organise a suitable time.
- For the May 10/11th Strategy weekend there was a reminder of the schedule and in particular to ensure that for the Friday evening dinner at the House of Lords photo ID must be taken along with an official invite.
- June 10th council has now been cancelled and the following meeting will take place on 17th July.
- There will be no summer reception held in 2019.

4. CEO update (relevant to Council business)

Approval of AGM agenda: It was agreed to update the AGM agenda with minor corrections to dates. The agenda follows the format of previous years.

Motion Agreed: Council approved the AGM agenda

Timetable for election of Presidents and Vice Presidents: council discussed the timetable and noted that all statements should be no more than 500 words and should contain no links.

The CEO agreed that he would email all elected council members with appropriate information and that they should check their current email in use is correct and to notify us whether they would be taking any leave during this time.

Both the timetables were outlined for election of President and Vice Presidents and how this would take place depending if there was more than one nomination. In each election the voting shall be by single transferable vote (STV).

It was noted that a draft timetable for council elections will be circulated electronically before being presented at the July Council meeting for ratification.

Motion Agreed: Council approved the timetable for the election of President's and Vice Presidents.

5. Major items of business

5a -Update on TSP Engagement and Public Facing workstream – Gavin Dallas, Head of Communications and Michael King, Digital Project Manager gave a presentation to update on the current development of the RCoA website.

Since 2017 work has been undertaken on building a new website to support college activities, the designers Manifesto have been commissioned to work on the design with a view to implementation in July 2019. There are four main areas for change which include:

- College and Faculty of Pain Medicine websites – both to be updated to improve structure and search facilities.
- Anaesthesia Clinical Services Accreditation (ACSA) – to provide an online system for managing this process and provide access to additional resources.
- Single sign on process – to provide frictionless access to the college's online systems
- A members' portal – to provide more opportunity in managing personal details online.

Examples of pages were shared to include: events, publications and various home pages, It was emphasised that there will be a strong focus on membership and inclusion of support on how to join.

Website development meetings will continue until the launch date and content management system workshops have been scheduled to provide staff with adequate support and training in order to write and upload content for their own specific web pages. There will also be continued testing and review phases of the project with the opportunity for fellows and members to provide feedback. There will be ongoing editorial support and full guidance on the staff website pages.

A web specialist company named Wardour have also been commissioned to provide editorial support to the website and to date have provided a report outlining a review of all current content on the existing website. They have also produced a content strategy, which will inform good practice for the future.

Sharepoint will replace Dropbox as a platform for sharing documentation as this will be more robust in supporting the storage of confidential material.

The following suggestions were made:

- There should be webpages for local information particularly a dedicated area for the devolved nations
- that photographs to support home pages should represent our membership and ensure diversity
- There be an opportunity for Council members to review pages before the final launch, however it was noted that whilst changes to specific content on the website will be changeable there would not be the opportunity to make changes to design at this later stage.

5b - British Orthopaedic Association (BOA): Care of the Older or Frail Orthopaedic or Trauma Patient

The BoA have approached the college to seek support of these practice standards, which is now in a later draft version. To date the college have not been part of the advisory group in developing the guidelines therefore no reference of RCoA exists within the document.

Motion Agreed: Council members to support the document with recommendations but not to endorse it.

ACTION –

1. SD to circulate the endorsement policy – and to collect comments from council members to inform response.
2. To include a comment in an editorial – Iain Moppett suggested as a writer.

5c - Future Development of Anaesthesia Associates (AAs)

The announcement from the Department of Health and Social Care to extend statutory regulation to AAs, the Medical Oversight Board has continued to work with colleges in order to adequately make preparations for when this will take place. Representatives from Health Education England (HEE) met with College and the Association of AAs to plan future developments.

The key areas for discussion included:

- A decision for a regulatory body, which could be either the General Medical Council (GMC) or Health Care Professionals Council (HCPC).
- The continued work around workforce transformation from HEE in order to increase support for PA and AAs.
- The scope of practice and the suggestion to introduce a career framework model for AAs.

- To review the curricula of the current postgraduate course.
- To review the current professional relationship, particularly in light of establishing of a Faculty (or a similar structure) in order to support future development. There is suggestion that the college could have ownership of this.
- To review the Training Model – a single university course currently exists. Funding to support the course may come from an apprenticeships levy that trusts pay, however intellectual property rights for the course would need to be clarified.
- There is consideration for a name change, as it will be difficult to change once regulated.

The Association of Anaesthetists would be fully keen to support the college and Council discussed the above proposals and agreed to present support and feedback on developments at a future council meeting.

It was agreed that a working party, development group will be formed to include Council members, HEE, AAs representatives to review regulation and make recommendations to the relevant Committees, ETE Board and the Council,

Motion Agreed: Dr Chris Carey and Dr Claire Shannon will take forward the working party involving AA and HEE to discuss further issues.

ACTION:

1. CC and CS to form working party and feedback at July Council.

5d - Elsevier, British Journal Anaesthesia (BJA)

There is a strong desire at both BJA and RCoA to move to an on-line only offer for all BJA titles.

ACTION: TG/KS along with BJA to draft a report to include facts and figures from BJA/Elsevier and to outline the member financial implications with a proposal to the next Finance and Resources Board, to be discussed at the May Board of Trustees and agreed at the October Board of Trustees.

ACTION: TG/KS to draft a report to include and obtain the facts and figures from BJA/Elsevier and to outline the member financial implications with a proposal to the next Finance and Resources Board, to be discussed at the May Board of Trustees and agreed at the October Board of Trustees.

5e - Agenda for RCoA Strategy Day, Friday 10 and Saturday 11 May 2019

An agreed agenda has been drafted – the programme will commence at 9.30 on Saturday 11 May and the day will be divided into three parts: the first part will involve feedback for 2018 year, with a review from the lay trustees, the second part will look at current issues for discussions to include: trustee members, workforce and consultant careers. The final part of the day will include a discussion on looking forward, with a focus on the Centre for Perioperative Care (CPOC) and the leadership project.

6. Board Reports, Discussion items and Motions (Chair with Director to present)

6a - Clinical Quality and Research Board (CQ&R) – Dr William Harrop-Griffiths

The Chair's summary and minutes of the meeting held on 13 March 2019 were circulated.

Key areas highlighted:

- That the committee agreed that the Cappuccini test developed by Dr Bogod and tested by members of College council would be built into the forthcoming, revised quality improvement recipe book and into both GPAS and ACSA.
- The mode of publication of the new version of the Quality Improvement Recipe book was that lead authors favoured a paper copy for every hospital, however, this would amount to a cost of £21K. Council agreed that a Pdf copy is favourable and compliant with the sustainability strategy.

6b - Devolved Nation Board/Scottish Region RAA/Faculty board report

The Chair's summary and minutes of the meeting held on 5 February 2019 were circulated.

Key areas highlighted:

- That a visit from the Cabinet Secretary for Health and Sport was cancelled at very short notice.
- A discussion on an alignment with realistic medicine and perioperative medicine to be supported with leads in health board and with RCoA perioperative leads. There is also a link with RCGP Scotland to the National Conversation and Interface Work.
- Anaesthetics Assistant Group – work continues with Scotland PA(A)s Group on a competency framework document, collaboration work will continue between the Scottish Board and the Scottish Standing committee of the Association.

7. Appointments and re-appointments

The following appointments were made:

Regional Advisers Anaesthesia

To consider making the following appointment:

South East Scotland

Dr J Wilson in succession to Dr D Semple

South West Peninsula

Dr J Pittman in succession to Dr C Seavell

Deputy Regional Advisers Anaesthesia

To consider making the following appointments:

North and East Yorkshire

Dr E Hossebaccus DRA for North and East Yorkshire – this is a new post

Defence

Lt Col Clint Jones in succession to Lt Col Mark Wyldbore

8. Verbal update from Dr Kathleen Ferguson on the Association of Anaesthetists

Dr Kathleen Ferguson provided an update to note that elections process for Council is underway, with nominations closing on Friday 5 April. There is also an election process for President and Honorary secretary.

- Committee meetings held since last RCoA Council include the Board of D/T, Membership and Innovation Task Group
- The current membership survey is now open, the wellbeing campaigns and initiatives continue to move forwards which includes: fatigue, bullying and harassment LTFT working.
- The mentor training will undergo a re-tendering process and mentoring services continue to expand, with several local training courses either complete or in the calendar.
- The Environment and Sustainability committee are working with the Sustainable Development unit to develop minimum guidance and an action plan for anaesthetists for the implementation of the 2019 NHS long-term plan, which calls for a 2% reduction in anaesthetic carbon emissions by 2023/24.

The current guideline publications include:

- Guidelines for the Safe Provision of Anaesthesia in Magnetic Resonance Units 2019 (on early view, May print issue of Anaesthesia)
- Guideline for Day Case Surgery 2019 (Anaesthesia early view - 9 April 2019)
- The 'NAP5 Handbook': Concise Practice Guidance on the Prevention and Management of Accidental Awareness During General Anaesthesia (joint press release being planned with RCoA for around 10 April 2019)
- Infection Prevention and Control
- Controlled Drugs in Peri-operative Care
- Three new guidelines to include - DNA CPR Guidance, Fire Standards and Ergonomics in Anaesthesia

The next heritage late is entitled: *Curare Murders* to be held on 17th May 2019.

9. Report and any matters arising for Council from the Trustees meeting

No matters for discussion arose from the previous meeting.

END of Meeting