

MEETING OF COUNCIL

Minutes of the meeting held on 18 July 2018 Council Chamber, The Royal College of Anaesthetists

Members attending:

Dr L Brennan, President	Dr J Cheung
Prof R Mahajan, Vice-President	Dr S Ramsay
Dr S Fletcher	Dr H Johannsson
Dr W Harrop-Griffiths	Dr C Shannon
Prof J Pandit	Dr M Forrest
Dr K May	Dr C Waldmann
Prof M Grocott	Dr Barry Miller
Dr F Donald	Dr A Theron
Prof E O'Sullivan	Dr D Selwyn
Dr D Bogod	Dr Paul Clyburn (AAGBI)
Dr K Ramachandran	Dr M Nixon
Dr L Williams	Prof M Mythen
Prof J Hall	Dr Carol Pellowe
Dr R Perkins	

In attendance: Mr T Grinyer, Ms S Drake, Mr R Ampofo, Mr M Blaney, Ms K Stillman and Rubecca Parvez (minutes).

Apologies for absence: Dr Janice Fazackerley, Dr Chris Carey, Dr Claire Mallinson, Dr Jamie Strachan and Dr Darrell Lowry

1. Introductions and apologies

The President introduced Rubecca Parvez and gave apologies for Dr Darrell Lowry, Dr Claire Mallinson, Dr Chris Carey, Dr Jamie Strachan and Dr Janice Fazackerley.

2. COUNCIL MINUTES

Motion: Council approval requested for the minutes of Council held on 11 May 2018.

The minutes from the last meeting of the Council were approved with the following amendments:

- Page 3.3.3 Life Long Learning Board - Dr Fiona Donald, alone, preferred the extra detail included in the longer version of the minute, not the entire Council as stated in the May 2018 minutes.
- Page 3.3.5 Dr Bogod is referred to incorrectly as 'Professor Bogod'.

Council **approved** the minutes with the above amendments.

3. Matters Arising

3.1 Board and Committee changes arising from election of President and Vice-President's and appointment of Lay Trustees

The President updated the Council on the changes to Boards and Committees following the election of the new president and vice presidents. All changes for Council members will commence following the September Council meeting and Lay Trustees immediately following the July Council meeting.

No comments or changes were received. The Council **endorsed** the proposed changes.

Dates of future Board of Trustees meetings, Council meetings and College events

a) Recommendations for changes to both the Board and Committee meeting schedules were considered as follows:

Mr Grinyer, standing in for Dr Fazackerley, explained that there are fixed points in the year that must be considered when forward planning. These are as follows:

F&R Board

- Financial year – July-June 2018
- External Audit – August 2018
- Budget setting parameters – January 2019
- Budget proposal – April 2019

Audit & Internal Affairs

- Receive auditor’s report – September 2019
- Elections of Council – July – December 2019
- Elections of President & Vice-President – May 2019

2019	Fixed Point	F&R Board	Board of Trustees/Council	Fixed Point
January	Budget setting	F&R Board		
February			Trustees	
March			Council	
April	Budget Proposal	F&R Board	Council (short meeting/Board?)	
May			Trustees	Approve Budget
June	End Financial Year		Council	
July	New Financial Year		Council (short meeting/Board?)	
August	External Audit			
September	Auditors Report Received	F&R Board/ A&IA	Council (submit new officers)	See Report Receive Report
October			Trustees	Sign off accounts
November			Council	
December			Trustees/Council (short meeting/Board?)	Loose ends

Mr Grinyer explained the methodology that the College will use going forward, when planning the meeting schedules for 2019. Points being taken into account are:

- College resources (staff time, travel, expense and overnight stay)
- personal resource (time, effort, hospital resource and time)
- productivity and
- efficient use of time (meetings and travelling).

When planning timings of future meetings the College will also take into account

- Wednesday spillover (Tuesday afternoon/evening and Thursday morning)
- use of the whole day for meetings
- earlier start/later start
- variable timings
- combination with Board/Committees
- timely production/sign off of minutes

- central coordination by Presidents office
- need for informal meetings
- avoiding double booking, presenteeism and inefficiency where possible.

Mr Grinyer asked the Council if they were in support of the proposals to reassess the way in which the College plans its meeting schedules.

The Council **agreed** they were in support of the new proposals.

- b)** Events Planning– Mr Grinyer, again standing in for Dr Fazackerley, set out the principles governing major College events for the College. It was thought that these should be aligned with the College's charitable aims and be educational i.e. linked to a meeting or social function. It was felt that we should also network with healthcare stakeholders, recognising their contribution to our speciality and should continue to respect those who were previously in service to RCoA.

President's Dinner- It was agreed that the 'President's Dinner' would still take place in February, the night before the Board of Trustees Meeting. It will be a working dinner taking into consideration our charitable and strategic aims as suggested above. Both incoming & outgoing Council members will be invited to attend.

Anniversary Dinner- the Council agreed that the 'Anniversary Dinner' will be referred to as the 'Annual Dinner' going forward. It is to be held during the Anaesthesia Conference, taking place in May 2019.

Diplomates Day- the Council were asked to consider moving this to September and consider a venue change due to increasing numbers. The College will also need to consider the numbers of those invited and how best to divide these into groups. It was agreed the College will invite RAAs to attend and possibly represent their School. This raises their profile and offers some reward for service. RCoA will also invite examiners to attend, at least once during examinership, to reward their contribution to the College.

Limitations are currently due to room capacity vs Diplomat numbers, in Westminster Central Hall. The College may need to split the Diplomates into more than one ceremony per year to accommodate the increasing numbers. (Some Colleges present Diplomates during a national meeting, our numbers will limit this.)

Action: It was agreed that the Events team will do more work in this area and bring a proposal to a future meeting. Mr Ampofo, Mr Clissett and Mr Grinyer to consider this further. Other proposals will be brought to Board and then to the Council.

Strategy Weekend – The Council agreed that for the time being we would still hold the meeting in May, linked to that month's Council meeting.

Action: It was agreed that Dr Fazackerley will form a small working group to assist this process. The group will discuss how things currently work, in terms of structure, and consider how best to bring this item forward.

Summer Event – Council gave positive feedback on the first summer reception, held the previous evening.

4 Major items of business

4.1 Presentation of Lifelong Learning Platform

The President introduced Dr Toni Brunning, until very recently a member of the College's trainee committee. Dr Brunning presented a brief overview of the new Lifelong Learning Platform that included a demo of the new platform, discussions around transitioning, going 'Live' and the potential risks and mitigation that are being considered in relation to this.

4.2 Charter, Ordinances and Regulations

a) Regulations

The President asked the Council to approve the major proposed changes to the regulations, which had been agreed in principle at the Board of Trustees in June 2018.

An additional amendment was **agreed** as Section 7 (1) (a) does not include 'Specialty Doctors'. It was agreed that the paragraph will be amended with the inclusion of reference to 'Specialty Doctors' as follows:

“(7) Associate Membership

(1) Any person who meets the criteria specified in Ordinance 2.5 and

a. who is employed in the UK in a career grade post (**Specialty Doctor**, Associate Specialist, Staff Grade, Clinical Assistant, Hospital Practitioner) or Trust Grade or other post approved by Council for the purposes of this regulation which may be full or part time and....”

Motion agreed: To approve the changes to the Regulations arising from the Charter & Ordinances changes.

b) Ordinances: Further Discussion Paper on methods of election to RCoA Council

The Council considered the options presented on who should elect whom for Council, on the following basis:

	Requirements to stand	Who votes?	Numbers
Consultants	<ul style="list-style-type: none">On specialist registerFellow (not in training)Fellows ad Eundem	Everybody: <ul style="list-style-type: none">FellowsAssociate FellowsMembersAssociate MembersTrainees without fellowship	@17,500
SAS	<ul style="list-style-type: none">Neither consultant anaesthetists nor traineesMember or Fellow	<ul style="list-style-type: none">MembersAssociate Members	@1,700
Trainees	<ul style="list-style-type: none">Fellows who are registered for training with the College	<ul style="list-style-type: none">All registered for training with the College	@4,700

These options were considered at the previous strategy weekend. Council discussed various options, with a view to agreeing a recommendation to change the Ordinance's at the 2019 AGM.

Following discussion the Council were asked by the President to discuss and confirm that a modified Option E is their preferred option and if agreed, endorse the above change to the Ordinances going to the 2019 AGM in their name.

Motion agreed: The Council agrees to recommend the proposed change to the Ordinances to the 2019 AGM. Council agreed the definition of "Everybody" should include all trainees, as defined in the College's Ordinances i.e. from CT1 onwards.

4.3 Macmillan-RCoA Cancer Prehabilitation Steering Group proposal

The Council reviewed the proposals introduced by Prof Grocott and were happy to endorse.

The Council **agreed** the proposal.

4.4 Update: Clare Marx review of gross negligence manslaughter and culpable homicide

The Council were asked to comment on the draft submission to the Marx review and any wider issues ahead of the final submission deadline on 27 July.

It was also noted that with respect to the closely related Williams review, the chair of the Academy of Royal Colleges, Carrie McEwan, would chair a short Task and Finish Group which, would draw up a framework of standards/good practice for expert witnesses. This will entail producing a draft document for consideration by royal colleges and other stakeholder and subsequently, developing proposals for training and life-long learning of this group. Decisions would need to be made on the extent to which this should be an Academy initiative across all Colleges and Faculties or to which it would be more appropriate to be done on an individual College basis or across groups of related Colleges/Faculties.

4.5 Update: Sustainability

Council were asked by Dr Lucy Williams, College sustainability lead, to consider if the College should develop a more focussed sustainability strategy. She presented a paper which outlined several relevant key areas of College business where sustainability was an important consideration:

- Standards of clinical practice
- As a medium sized business concern with buildings, employees and volunteers
- Investment policies

In discussion it was acknowledged that the College has direct control over how it conducts its daily business and should seek to minimise the environmental impact of what it does and encourage sustainable ways of working.

As the standard setting body for anaesthesia, it can exert considerable influence to promote the most sustainable practice of anaesthesia, working closely with partner organisations such as the AAGBI.

The Council **agreed** that a strategy should be created reflecting Dr Williams' paper and Council's discussion.

Action: Dr Williams will consult further and return to Council. She has asked for expressions of interest from the Council Members for assistance with this venture.

The President suggested that a Task and Finish Group with representatives from the relevant Committees and Boards could be useful to progress this initiative. It was agreed that this item will be taken to the General Purpose Committee for further discussion and will then report back to Council.

4.6 Update: AoMRC Genomics Update

Professor Pandit updated the Council on the notes from the last meeting of AoMRC Genomics Champions Group. This is a cross-specialty group designed to implement 'new' genomic approaches to diagnosis and treatments into everyday practice. The group were tasked to ascertain the following:

- (a) the current state of genomics within each specialty
- (b) the aspirations of each specialty
- (c) their current capability to deliver on the genomics initiative

Action: Council to feedback comments directly to Professor Pandit and circulate the outcomes to the wider College membership.

5 President's statement

The President informed the Council that this was Paul Clyburn's last meeting and thanked him for his service to the Council and joint working between the AAGBI and the College.

The President congratulated Professor Julian Bion on the award of an OBE in the Queen's Birthday Honours.

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

- Dr Edmund Riding - former Dean, Faculty of Anaesthetists 1976-79 & Editor in Chief BJA. Dr Fazackerley represented the College at his funeral
- Dr John (Dicky) Fairer of Devon
- Dr Thomas Anderson of Tasmania
- Dr Clement Barraclough of North Yorkshire, who was a College Tutor for Northern region 2004-2007
- Dr William Mair
- Dr Stephanie Saville of London
- Dr Peter Duff of Queensland, Australia

The President notified the Council that there would be a ceremony at the end of the meeting for FRCA examiners being admitted to the Primary Fellowship Examination of the Royal College of Anaesthetists.

The President reported that the new Secretary of State for Health Services Centre (HSC) is Matt Hancock.

The President advised the Council that he would be meeting with Steven Barclay, Minister of State, for Health and Safety Commission (HSC) on 30 July 2018. He then updated the Council with the news that £15 million of extra funding is being found for critical care services in Wales, following on from his joint letter with the Dean of the FICM to the Welsh Health Minister, Vaughan Gething raising our concerns.

The President thanked everyone for attending the Summer Reception with special mention to Ms Stillman and her team for organising.

It was noted that the British Journal of Anaesthesia (BJA) impact factor has risen but is now number two in the world to *Anesthesiology*.

The President led a well attended Listening Event for Anaesthetists in Training and Trainers in Torbay in June.

Mr Grinyer attended on behalf of the president an Academy of Medical Royal Colleges meeting with Sir Malcom Grant, Steve Powis and his Senior Management Team from National Health Service England (NHSE). Mr Grinyer updated the Council on plans for the closer working between both NHSE and NHSI. Mr Grinyer also reported that an extra 3.4% settlement funding proposal will be explored to cover the next 10 years of service.

The President also updated the Council with regards to his visit to GAT in Glasgow and the Channel Islands.

The President confirmed that the topic for the joint AAGBI/RCoA dinner seminar taking place in November will be on 'Supervision and Support'.

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

6.1 Clinical Quality and Research Board

- a. Dr Harrop-Griffiths requested the Council receive and consider the minutes of the CQR Board meeting held on 20 June 2018 and to note the HSRC Terms of Reference as approved at the CQRB meeting. Dr Harrop-Griffiths spoke to this item as follows.

- b. Dr Harrop–Griffiths went on to discuss the paper seeking to disband the Professional Standards Committee and create a virtual group called the Professional Standards Advisory Group.

He explained that the CQRB are proposing the creation of a Professional Standards Advisory Group, the Terms of Reference of which have been approved by the CQRB. Dr Harrop-Griffiths continued to explain that its role would be to provide clinical advice and support to the CQR Board, its committees and the Clinical Quality & Research Directorate and will respond to relevant consultations and surveys as requested on behalf of the RCoA. It would also act as a “virtual group” that communicates electronically, although its Terms of Reference reserve the right to meet face-to-face if this is deemed necessary. The group would include lay members.

Dr Harrop-Griffiths asked Council to approve the creation of the PSAG and the disbanding of the PSC. The Council **approved** the recommendation.

- c. The paper on HSRC's commitment to support clinical registries was presented, outlining three main points of decision for Council to consider as follows:
- i. Concept of registries
 - ii. Expenditure (subject to approval by FRB or Council)
 - iii. For having Front of Neck Access (FONA) as the first topic for the pilot registry.

Dr Williams enquired as to whether any other organisations were working on this topic at present. The Difficult Airways Society (DAS) are funding part of our work in this area. DAS have also confirmed that no other organisations are working on this area of practice currently.

Dr Donald asked what the proposal for funding the work was.

Motion: To support HSRC's plans to develop a front of neck airway registry as a pilot for further development of registries, as recommended by the CQRB.

The President asked who the intellectual property rights will be owned by. Dr Harrop-Griffiths explained that RCoA would be the owners and managers of all the data and the IP rights and that these would be outlined as appropriate in a memorandum of understanding with partner organisations.

The Council **agreed** to support HSRC's plans once further clarity around how this proposal will be funded has been provided. Ms Drake explained that this will need to be taken back to the Finance and Resource Board for further consideration.

- d. Dr Harrop–Griffiths spoke to a recommendation from HSRC Deputy Director, Professor Iain Moppett, for the topic for NAP7 to be cardiac arrest in the perioperative period. Council were invited to discuss and approve this item.

Professor Ravi Mahajan enquired whether the NAP7 topic recommended had been approved by the CQ&R Board. Dr Harrop–Griffiths confirmed that this recommendation was supported by the CQRB after the completion of a robust selection process.

Motion agreed: HSRC recommends that the topic for NAP7 is cardiac arrest in the perioperative period.

- e. Council were asked to discuss a paper proposing a review to ascertain anaesthesia's 'national academic capacity' in the context of RCoA's research strategy. Professor Pandit and Dr Harrop-Griffiths presented the findings.

Reassurance was sought in relation to a concern that the NIAA Board have approved a similar piece of work.

The President welcomed this initiative but advised that this would be better developed working across the whole of the specialty. Professor Mythen suggested that the NIAA and the College could jointly conduct a scoping exercise and a structured review with input from the themes developed in Professor Pandit's paper. This approach was **agreed** as an appropriate way forward.

6.2 Education, Training and Exams Board

- a. Professor Grocott presented a 'Purpose Statement' for the GMC Curriculum Oversight Group for the CCT curriculum rewrite.
- b. Professor Grocott presented the minutes of the ETE Board meeting held on 20 June 2018.
- c. Mr Ampofo presented a paper noting the review of the May 2018 Primary FRCA OSCE. A review group is currently looking into the matter with a view to update the September Board and then to bring this back to Council. It was suggested that the human factors perspective should be included.

Action: Mr Ampofo will pick this up with the group.

7 CEO update (relevant to Council business) Timetable for 2019 Council elections

Mr Grinyer presented a paper outlining the 2019 Council election process, informing Council that as agreed the forthcoming Council Elections will be managed electronically. He confirmed we have one anaesthetist in training vacancy and two consultant vacancies this year.

Motion agreed: Council are asked to endorse the above approach to the 2019 Council elections.

8 Regional Advisors Anaesthesia and Deputy Regional Advisors Anaesthesia

Council **agreed** the following appointment:

North Central London

Dr S Brocklesby to succeed Dr C Shaw as Deputy Regional Adviser for North Central London

a) Note: No devolved nation board/ Faculty Board minutes to report this month

N/A

9 Association of Anaesthetists of Great Britain and Ireland President's Report

Dr Clyburn thanked the President and the Council for their good wishes as he will be stepping down as AAGBI President at the end of September. Dr Clyburn then spoke to his paper.

10 Report and any matters arising for Council from the Trustees meeting

None.

11 Matters for information:

- a) **Consultations:** Noted
- b) **New Associate Fellows, Members and Associate Members June 2018:** Noted
- c) **External reports received etc:** None

12 Using Skype for Business

Postponed presentation due to time restraints.

13 CEREMONIAL & CLOSE

Admissions to the Board of Examiners were as follows:
Dr Manish Pradyumna Raval, Moorfields Eye Hospital

Dr Asootosh Barry, Queen Elizabeth Hospital
Dr Gail Victoria Browne, Southern Health and Social Care Trust
Dr Coralie Ann Carle, Peterborough City Hospital
Dr Jasbir Singh Chhabra, Lancashire Teaching Hospitals NHS Trust
Dr Jonathan Andrew Davies, Nottingham University Hospitals NHS Trust
Dr Jacintha Frances Emerantia Jayadoss, Royal Wolverhampton Hospitals NHS Trust
Dr Felix Nyuga Fombon, United Lincolnshire Hospitals NHS Trust
Dr Haitem Maghur, University Hospital of Wales
Dr Oliver William Pratt, Salford Royal Hospital
Dr Anwar Rashid, Bedford Hospitals NHS Trust
Dr Mark Glynn Francis Sandby-Thomas, University Hospital of Wales
Dr Sughrat Siddiqui, Barnsley Hospital NHS Trust
Dr Hoo Kee Tsang, Royal Liverpool and Boadgreen University