



Royal College of Anaesthetists

MEETING OF COUNCIL

Minutes of the meeting held on 15 November 2017 Council Chamber, the Royal College of Anaesthetists

Members attending:

Dr L Brennan, President	Professor M Grocott
Professor R P Mahajan, Vice-President	Dr D Bogod
Dr J Fazackerley, Vice-President	Dr K Ramachandran
Dr J Langton	Dr L Williams
Professor R Sneyd	Dr F Donald
Dr A Batchelor	Professor J Hall
Dr J Hughes	Dr C Carey
Dr J Colvin	Dr R Perkins
Dr N Penfold	Dr J Cheung
Dr S Fletcher	Dr D Lowry
Professor M Mythen	Dr S Ramsay
Dr J-P Lomas	Dr A Theron
Dr W Harrop-Griffiths	Dr H McClure
Professor J Pandit	Dr P Clyburn (AAGBI)
Dr K May	

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

Apologies for absence: Dr D Selwyn, Mr R Thompson, Professor E O'Sullivan, Dr M Nixon, Dr C Waldmann

STRATEGY

S/4/2017

Ms Sharon Drake, Director of Clinical Quality and Research gave a presentation to Council focussing on:

- The EU General Data Protection Regulation (GDPR will replace the 1998 Data Protection Act).
- The eight principles of the 1998 Data Protection Act and how GDPR differs.
- Consent and legitimate interest for processing personal data.
- New regulations for verifying third party suppliers.
- Subject access requests.
- Data breaches and reporting and categorising incidents.
- Preparing for the launch of GDPR, departmental audits and action plans.
- Advice to Council members for protecting data, including risks of using email for sharing personal data, encryption and file sharing.

Council discussed:

- The maximum fines for breaching GDPR guidelines are increasing.
- The RCoA is required to be able to demonstrate what data it holds and to justify how it is used. The College currently relies on 'legitimate interest' (i.e. where there is a reasonable expectation that data will be used in the interests of the membership) to make use of data.
- Explicit consent will be sought for data relating to health and equal opportunities. If the same data will be used for other work streams (e.g. relating to workforce), participants will be asked explicitly for their consent to use their data for this purpose.
- Under new guidelines, the College will be responsible for verifying the compliance of any third party processors. There are also new rules around data held outside of the EU which the College is looking into.

CONFIRMED

- The College is required to respond to subject access requests, which can be made at any time. In order to comply with these requests, the College is carrying out a review of its archiving policy to ensure that it is fit for purpose. There is a clear focus on raising staff and officer awareness around declarable data and ensuring the College is protected.
- As it is not a public body, the College is not obligated to respond to Freedom of Information requests. However, as the NHS is subject to the requests, the College will accommodate these where possible.
- Staff and officers are reminded that anything shared by email will be picked up by a subject access request and are asked to be cautious when sharing personal information in this way.
- A new College system for reporting incidents and determining their seriousness has been developed based on the NHS framework for categorisation.
- In preparation for the launch of GDPR, RCoA teams and departments are carrying out an audit of data held, capturing where it is collected and how it is used. Departmental information asset registers will be created to store this information and will be updated regularly. Departmental action plans will be devised and will include actions such as centralisation, deletion or archiving of data and more transparent disclaimers relating to collection and use of data. The College will undertake training for all staff and officers; will reinforce its process to include training around GDPR and will provide an eLearning module for which annual completion will be a mandatory requirement.
- The College recommends that all Council members make use of an RCoA email address to conduct College work. This will ensure there is adequate support and protection when it comes to data regulations. Whilst it is unlikely that Council members are transporting large amounts of sensitive data, the RCoA IT team can also offer advice around the security of transit of data and encryption.
- The College will move to a secure portal for document sharing shortly. A pertinent example is CVs which are currently shared via Dropbox which does not offer adequate security,
- The main risk faced by the College is reputational around using members' data without seeking appropriate consent. Further risk is associated with patient records; members' contact details or payment records becoming available in the public domain.
- Penetration testing will be provided by an external agency.
- Overall, the College is in a very good position in terms of the launch of GDPR and other Colleges are seeking our advice around good practice.

COUNCIL IN DISCUSSION

CID/52/2017 President's Opening Statement

The President welcomed:

- Dr Sarah Ramsay as the new Chair of the RCoA Scottish Board and Dr Sarah Hare, new Clinical Lead for NELA. Dr Ramsay thanked Dr Colvin for his work in raising the profile of the RCoA in Scotland and advised that she is looking forward to building on this. The President also expressed his thanks to Dr Colvin on behalf of Council.
 - Ms Sarah Thomas who has formally joined the College as President's Office Manager.
- a) The President announced the deaths of Dr George Eapen, Dr Richard Harding, Dr Jane Boden and Dr Bryan Walton. Council stood in memory.
 - b) The President congratulated Dr Stephen Powis on his recent appointment as Medical Director of NHS England. The President has written to Dr Powis and hopes to meet with him early in the new year.
 - c) Congratulations were offered to Dr Russell Perkins who was featured in the 'Pride of Britain Awards' TV broadcast last week which honoured those, including anaesthetists, who had responded to magnificently to the Manchester Arena bombing
 - d) There are an increasing number of organisations including HEE, AoMRC and NHSE calling for statutory regulation of MAP groups including PAAs. The College has been active in lobbying and has been invited to a roundtable event hosted by Phillip Dunne, Minister of State for Health to discuss MAP regulation at the end of November. Dr Penfold is leading on the College's response and Council will be invited to submit their views.
 - e) The results of the AAGBI led survey on salary and payroll issues, completed by around 500 trainee respondents, have now been received. The College will lead on a strategic response in

conjunction with AAGBI directed at NHS Employers with the aim of tackling the unacceptable issues that have come to light.

- f) Concern around the statement released by some CCGs around the use of indicators such as high BMI or smoking to determine eligibility for some surgical procedures. The RCoA is anxious that blanket bans of this kind are being used to 'ration' healthcare and that decisions to proceed should only be patient focussed and based on optimising individual health outcomes. The College will contribute to an AoMRC statement on this topic. Council agreed with the College's stance on this issue and agreed with the way forward suggested by the AoMRC.
- g) Following on from the letter received by the College regarding how the 3rd year of ACCS training is reflected in the new junior doctors' contract, a meeting was held with Paul Wallace and Sarah Parsons from NHS Employers. It was agreed that the CCT curriculum wording should be revised to indicate explicitly that enhanced competencies are acquired during the third year of ACCS training that will therefore justify the salary uplift in the third year of ACCS in the new contract.
- h) The President recently represented the RCoA for the first time at the ASA conference held in Boston, USA. The conference was attended by 15,000 delegates and presented excellent opportunities for networking and raising the profile of the College. The President participated in several internet radio broadcasts around the topic of perioperative medicine and from the Ether Dome, links to which will be shared as podcasts with members.
- i) The joint RCoA / AAGBI dinner was held on Friday 3 November and the President offered the College's thanks to the AAGBI Council and in particular Dr Clyburn for hosting such a successful evening.
- j) Dr Fazackerly will attend the AoMRC Winter Pressures meeting later this week to represent the College. It was confirmed that FICM will also be represented at the meeting.
- k) The RCoA recently launched its Undergraduate Framework at a successful meeting hosted by the College. The framework will support medical schools in incorporating anaesthetic, intensive care & pain medicine into their education programmes. Dr Colin Melville from the GMC was the keynote speaker who, along with other delegates including members of the Medical Schools Council, were very complimentary of the College's approach to undergraduate tuition.

CID/53/2017 Chief Executive's Report

Mr Grinyer and the Senior Management Team (SMT) presented an update on the work of the directorates in relation to the College strategy. They drew Council's attention to the following:

- 1.2 2018 Council elections Turnout for 2018 Council elections is at 15.7%, slightly down on 2017 figures. The issue of eligibility of Senior Fellows for voting in Council elections will be explored in response to feedback received and will be brought to a future Council meeting for discussion.
- 2.2.1 Workforce A successful stakeholder event was held in Newcastle exploring engagement and local fill rates. Innovative ideas around running a pilot scheme for run-through training in the North East were discussed. A review of workforce issues and subsequent recommendations will be discussed in a meeting with HEE in January.
- 3.2.1 National Institute of Academic Anaesthesia (NIAA) A number of HSRC Regional Fellowships are currently being advertised across the UK and will be promoted locally. Posts will comprise of 50% clinical work, with 50% of time protected for research. The closing date for applications is end of November 2017 with interviews to take place in December 2017. If successful, further Fellowships will be rolled out.
- 4.3.1 Student and Foundation Year Membership A new membership service for medical students and foundation year doctors was launched earlier this week. This will tie in with the launch of the College's Undergraduate Framework.
- 5.1.1 2017-18 Forecast Surplus at month four is reported to be £89k.

CID/54/2017 Actions from RCoA 2017 Strategy Weekend

Council noted that the majority of actions arising from the 2017 Strategy Weekend are in progress and agreed that the majority of actions are concerned with ongoing organisational strategic development and will therefore not have a fixed conclusion.

Council discussed:

- Council feedback to the revised SMT update has not yet been sought, Now that the revised format has been introduced, formal feedback will be requested.

ACTION: President's Office to seek feedback from Council on the revised format of the SMT update.

- Formal scoping of expertise amongst existing Council members has not yet been carried out; however, allocation to newly formed boards and committees reporting into Council will reflect individual strengths wherever possible.
- There has been some discussion around support for trustees and time commitment. Council agreed that there might be push back from employers should time commitment increase.

CID/55/2017 RCoA report on Morale and Welfare

Council considered the draft of the report on trainee Morale and Welfare arising from the College's survey conducted earlier in the year. Dr Lomas thanked Council for their support in delivering the survey which received a good return rate. A report of the survey findings will be published in early December. The Lay Committee has had an opportunity to submit comments that will be incorporated into the report.

Council discussed:

- There are a number of recommendations that may have significant implications for curriculum review.
- Ensuring that the report maintains a balance of highlighting the positives as well as the negatives from the survey. The good practice examples were felt to largely meet this requirement.
- Dr Colvin advised that feedback relating to retention issues received at a recent workforce meeting would be fed into the document.
- Dr Mythen proposed that the report should also highlight where the College has fallen short in supporting trainees. The President noted that whilst there were several sections in the report where this had been made clear the survey had demonstrated that the College was not a major cause of the distress of our trainee members.
- Dr Mahajan offered his congratulations to Dr Lomas and all those involved for a very balanced document.
- The President invited Council members to submit any further comments by close of play Friday 17 November.

ACTION: Council to submit comments on the Morale and Welfare report by close of play 17 November 2017

CID/56/2017 Expanding the GMC Register: Scope of Practice

Council considered the proposed submission of the scope of practice for anaesthesia.

Council discussed:

- Professor Ravi Mahajan reported that the wording has been developed through robust consultation and discussion at President's Meetings.
- Council approved the proposed submission which will now be submitted to the GMC.
- The RCoA will continue to monitor the work being carried out by the GMC in this area

CID/57/2017 Association of Anaesthetists report to Council

Council noted the report provided by Dr Clyburn. Dr Clyburn drew Council's attention to the following:

- The 'Coffee and a Gas' event held in November was successful. It is hoped that similar events will be attended by more trainees in future.
- The Scottish Standing Committee and the Scottish Society of Anaesthetists held a successful meeting on 30 and 31 October. Due to this success, the meeting format will be rolled out for future event in the new year.
- The Association of Anaesthetists and Dr Nancy Redfern were both nominated for the Rose Pogle Wellbeing Award. Dr Clyburn offered his congratulations to both for their nomination.
- Council members were encouraged to attend the AAGBI Patient Safety Conference.

COMMITTEE BUSINESS

CB/123/2017 Council Minutes

Resolved: That the minutes of the meeting held on 18 October 2017 be approved.

CB/124/2017 Matters Arising

(i) Review of Action Points

Council noted the progress report on actions arising from the last meeting. The following points were noted:

- *S/3/2017 Strategy* Dr Krishna Ramachandran has written to Dr Colin Melville regarding the GMC's request that CESR applicants withdraw evidence outside of the five-year timeframe. There is concern that this rule means that assessments are not equitable with those in less than fulltime training who may be in training for 10 years or more before achieving CCT.
- *CB/114/2017 Examinations Committee* Mr Tom Grinyer reported that legal advice has been sought regarding the recently updated reasonable adjustments policy in relation to FRCA exams. Feedback will be shared with the PSED Compliance Group and examiners.

CB/125/2017 Regional Advisers

Council considered making the following re-appointment:

Dr Anne Gregg, Regional Adviser Anaesthesia, Oxford

Resolved: That Council approves the re-appointment of Dr Anne Gregg, Regional Adviser Anaesthesia, Oxford.

CB/126/2017 Deputy Regional Advisers

Council considered making the following re-appointment:

Dr S G O Rees, Deputy Regional Adviser, Severn

Resolved: That Council approves the re-appointment of Dr S G O Rees, Deputy Regional Adviser Anaesthesia, Severn.

CB/127/2017 College Tutors

Council considered making the following appointments:

Wales

Dr M C Eales, Morriston Hospital, in succession to Dr S Ford

England

East Midlands North

Dr S Bharmal, University Hospital Nottingham, in succession to Dr J Mole

Dr S M Brealey, Derby Hospitals NHS Foundation Trust, in succession to Dr T Shah

East Midlands South

Dr J Kaur, Kettering General Hospital, in succession to Dr R Ferrie

London

Barts & the London

Dr F Murray, Whipps Cross Hospital, in succession to Dr Kandasamy

Resolved: That Council approves the appointment of College Tutors as listed above.

CB/128/2017 Head of Schools

There were no notified appointments or re-appointments this month.

CB/129/2017 Training Committee

(i) Training Committee

Dr Penfold provided a verbal update, drawing particular attention to the following:

- Planning for the College Tutors meeting which will be held on 14 and 15 June 2018 in Leeds is underway.
- A meeting has been scheduled with the GMC's curriculum approval team in mid-December to update them on the College's early work on the CCT curriculum review. A report of this meeting will be provided to Council.

(ii) Certificate of Completion of Training

To note recommendations made to the GMC for approval, that CCTs/CESR (CP)s be awarded to those set out below, who have satisfactorily completed the full period of higher specialist training in Anaesthesia, or Anaesthesia with Intensive Care Medicine or Pre-Hospital Emergency Medicine where highlighted

East of England

Dr Amy Greengrass
Dr Joanna Simpson Joint ICM

Scotland

South East Scotland

Dr Katriona Montgomery

London

Imperial

Dr Mhairi Jhugursing

Wales

Dr John Francis
Dr Thomas Moses
Dr Bethan Thomas

North Central London

Dr Lasitha Abeyesundara
Dr Daniel Heaton
Dr Maninder Khasriya

Wessex

Dr Katharine Barr

Bart's & The London

Dr Katherine MacGloin
Dr Katherine Railton

Yorkshire & The Humber

East & North Yorkshire

Dr Shivaprasad Koodlahalli Thippaiah

St George's

Dr Kanika Dua

North West

North West

Dr Jennifer Hammond

West Yorkshire

Dr Anand Arockiasamy Sathiapillai
Dr Alice Miskovic
Dr Olga Plotnikova
Dr Kristopher Welsh

Northern

Dr Madhusudhana Adala
Dr Ruth Whiteman

CB/130/2017 Equivalence Committee

Dr Ramachandran presented the minutes of the meeting held on 20 September 2017 drawing Council's attention to:

- A number of past, successful CESR applicants have expressed an interest in joining the Equivalence Committee as evaluators. The CV of one interested party has been sent to the President for review and this will be brought to the next President's Meeting for discussion.

CB/131/2017 Trainee Committee

Dr Lomas provided a verbal update of the meeting held on 4 October 2017 drawing Council's attention to:

- This is the first time that the Trainee Committee will report into Council and Dr JP Lomas thanked Council for the opportunity for anaesthetists in training to be represented.
- Dr Jenny Cheung will provide an update to Council regarding trainee representation in relation to the College's revised board and committee structure once the final version of the regulations is ratified.
- The Trainee Committee is strongly supportive of the narrative of the Morale and Welfare report which has been lead by comments arising from the survey and listening events.

CB/132/2017 Heritage Committee

Dr Fazackerley presented the minutes of the meeting held on 18 September 2017 drawing Council's attention to:

- The Heritage Committee will focus on work around the College centenary in 2048 and development of the history of anaesthetic training project.
- The committee is seeking professional input to develop the plan for cataloguing the College archives. Advice is required from a skilled archivist to develop the catalogue and to implement an associated archiving policy. A proposal will be put to the newly implemented Comms and External Affairs board as clear strategy and funding will be required to support this.

CB/133/2017 Technology Strategy Programme Sub Committee

Dr Langton presented the minutes of the meeting held on 17 October 2017 drawing Council's attention to:

- A three month delay has been reported in delivery of the Lifelong Learning platform by supplier Nomensa. A new project manager has been appointed who will have greater oversight on progress of the project therefore limiting any further delays.
- The TSP Committee would propose that the ePortfolios for both Intensive Care Medicine and Anaesthesia should be provided by the same platform. The President agreed that this is an important issue around which he has received extensive feedback from trainees.
- The actions arising from the TSP sub-committee meeting are in progress and an update will be provided to a future Council meeting.

CB/134/2017 RCoA Advisory Board for Northern Ireland

Dr Lowry presented the minutes of the meeting held on 3 October 2017 drawing Council's attention to:

- Dr Bob Darling has formally stood down from the RCoA Advisory Board for Northern Ireland, handing the chairmanship over to Dr Darrel Lowry. Dr Darrel Lowry thanked Dr Darling for his service on the board and the President reiterated his thanks on behalf of Council.
- The board agreed to continue its efforts towards enabling the province to participate in UK audits.
- A number of unsuccessful attempts have been made to meet with the Chief Medical Officer for Northern Ireland. In the absence of any effective political leadership, the College are seeking a meeting with the Permanent Secretary for Health in Northern Ireland to discuss issues of importance to the specialty.

- There is ongoing discussion around creation of an Academy of Medical Royal Colleges in Northern Ireland.

CB/135/2017 RCoA Advisory Board for Wales

Dr Theron presented the minutes of the meeting held on 17 October 2017 drawing Council's attention to:

- Election of members to the Welsh Board to be based on representation from each of the six Health Boards. The College is currently working on the list of Welsh fellows and members to allocate them to the correct Health Board. Elections to take place in January. New board will be in place from April 2018.

CB/136/2017 Faculty of Pain Medicine

Dr Miller presented the minutes of the board meeting held on 8 September 2017 drawing Council's attention to:

- There has been an increase in media requests for comment around use of opioids to the Faculty of Pain Medicine. Council discussed the need for increased awareness of the implications of prescribing opioids and the importance of providing robust advice to clinicians. The President proposed that the Faculty and the RCoA could explore developing guidelines in relation to post discharge opioid prescribing.

MATTERS FOR INFORMATION

I/23/2017 Consultations

Council received, for information, a list of current consultations.

I/24/2017 New Associate Fellows, Members and Associate Members

Council noted the information which had been circulated electronically.

I/25/2017 Enquiries to Clinical Quality Directorate, July to October 2017

Council noted the enquiries received by the Clinical Quality Directorate between July and October 2017.

PCS/9/2017 PRESIDENT'S CLOSING STATEMENT

- a. Council will receive invitations to College appraisals shortly. Whilst an appraisal is mandatory for all Council members in their first year of office, the President encouraged all Council members to undertake an appraisal when invitations are opened up to the wider group in the New Year. Participation in College activities should form part of revalidation as College related work constitutes part of Council members' wider professional practice. The College appraisal will therefore be able to demonstrate objectively that Councillors are working on behalf of the specialty and the wider NHS.

ACTION: President's Office to circulate invitations to Council for College appraisals
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- b. The memorial event for Past President Dr JP von Besouw is now confirmed to take place on Saturday 3 February. It will be an invitation only event and details will be sent out shortly by the President's Office.
- c. The May 2018 Strategy Weekend will be lead by Dr Grocott and Dr Perkins, with input from Dr Fletcher and Dr Mythen for continuity.