



The Royal College of Emergency Medicine

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COUNCIL MINUTES

The Minutes of the meeting of Council held using Zoom Meeting software on 16th July 2020

The meeting was chaired by the President, Dr Katherine Henderson

In attendance:

Trustees

Adrian Boyle	<i>Vice President, Policy</i>
John Burns	<i>FASSGEM Chair</i>
Simon Carley	<i>CPD Director</i>
David Chung	<i>Vice President, Scotland</i>
Carole Gavin	<i>Vice President Membership</i>
Ian Higginson	<i>Vice President</i>
Steve Jones	<i>Regional Chair, North West</i>
Jason Long	<i>Dean</i>
Sohom Maitra	<i>Regional Chair, North East</i>
Manou Sundararaj	<i>Regional Chair, Yorkshire & Humber</i>
Amar Mashru	<i>EMTA President</i>
Jo Mower	<i>VP Wales</i>
Kalyana Murali	<i>West Midlands Regional, Chair</i>
Maya Naravi	<i>Chair, TSC</i>
Shashank Patil	<i>Regional Co-chair, London</i>
Derek Prentice	<i>Lay Group Chair</i>
Adam Reuben	<i>South West Regional Chair</i>
Emma Rowland	<i>Regional Co Chair, London</i>
Olivia Wilson	<i>ACP Forum Chair</i>
Richard Wright	<i>Regional Chair, East Midlands</i>

Present (representatives, co-opted members and employees)

Gerardine Beckett	<i>Office Manager</i>
Emily Beet	<i>DCEO</i>
Theo Chiles	<i>Policy Research Manager</i>
Sunil Dasan	<i>Chair, Sustainable Working Practices</i>
Ian Gurney	<i>HM Forces Representative</i>
Pooja Kumari	<i>Policy Manager</i>
Luke O'Reilly	<i>Communications Manager</i>
Nigel Pinamang	<i>Head of Corporate Services</i>
Helgi Johannsson	<i>RCoA representative</i>
Sam McIntyre	<i>Head of Quality and Policy</i>
Gordon Miles	<i>Chief Executive</i>
Emily O'Connor	<i>President, IAEM</i>
Will Townend	<i>Dean-elect</i>
Anne Weaver	<i>Pre-Hospital Care representative</i>
Tamara Pinedo	<i>Policy and Communications Officer</i>
Alastair Gilmore	<i>RCP Representative</i>

C20.35 Welcome and apologies

1. The President welcomed Dr Alastair Gilmore, representing the RCP.
2. Apologies for absence were received from Donal O'Donoghue, RCP representative, Simon Smith, Chair, QEC and Jason Smith, Chair, Research Committee, Taj Hassan, Immediate Past President, Paul Kerr, Vice President, Northern Ireland, Shamim Nasrally, SAM representative, Scott Hepburn, Treasurer, Jane Evans, East of England Regional Chair, Lisa Munro-Davies, Vice President

C20.36 Conflicts of interest

3. No conflicts declared.

C20.37 Minutes

4. The Minutes of the meeting held on 14th March were accepted as a correct record.

C20.38 Matters arising

5. Resetting Emergency Medicine – Dr Henderson confirmed that we have a voice, which is being heard and there's a general acceptance that we cannot return to the situation pre-COVID with crowded departments. We need to try to keep walk-in patients away to receive appropriate care elsewhere, even though it's difficult for NHS111 to have access to secondary care. Dr Henderson was pleased with the recent joint statement with RCP, RCGP and SAM. The President confirmed that she and the College have access to power in England with regular meetings with the CMO, the Medical Director and also the Secretary of State for Health. Dr Henderson highlighted the recent closure of Hillingdon Hospital which the media believed to be as a result of crowding in the ED but this was not the case. The President confirmed that she was finding it difficult to convey the message that people should come to the ED if they need to, but the virus is still out there. She also highlighted that ED staff need to be careful outside the ED.
6. Shielding – this is interesting looking at how colleagues who have been shielding are returning to work. Dr Henderson has made contact with the Faculty of Occupational Health to find out how we can support these colleagues.
7. Devolved nations - Scotland Dr Chung advised that the system in Scotland is working fine and the Scottish Board is close to government which is a very positive situation. Dr Chung speaks regularly with the Head of NHS Scotland and has been involved in various workstreams and meetings. In Wales, Dr Mower advised that exit block is starting to re-appear. The Welsh Board are working with NHS Wales on time to triage and time to clinician statistics. The ACP group in Wales are becoming active.
8. Regions – In the North West, Dr Jones reported that his region is large and includes the Manchester conurbation as well as the Liverpool conurbation. He is receiving similar reports of increased attendances. Some hospitals have lost their CDUs and some have gained space. Some departments have concerns as staff are shielding or isolating. In the East Midlands, Dr Wright spoke of the local lockdown which is currently in place and attendances have again dropped off. The Leicester Royal Infirmary continues to see COVID patients and there's a handful still intubated. He has seen an increased in drug and alcohol related violence from outside the city as well as more knife crime. There was no communication to the Trust or to the ED about the lockdown or plans for the future. He reported that staff feel deflated following the re-lockdown of the city. In the West Midlands, Dr Murali spoke of good and bad news, most departments have been able to consolidate on the gains they made during lockdown, hoping the exit block does not re-appear. There is good flow and "hot clinics" are working well. However, there has been a huge impact on the mental health of staff and he's unsure how we can sort this out, despite the launch of the Wellbeing app. Dr Murali reported that most teaching is carried out on virtual platforms and although this is generally working well demonstrations are difficult. Dr Murali thanked the TSC for their tremendous hard work in difficult circumstances to try to support trainees and trainers. Dr Henderson fully agreed that thanks need to

be recorded. In London Drs Rowland and Patil reported that attendances have gone back up to pre-COVID levels with mental health issues on the rise, as well as staffing issues and related mental health problems. There have been multiple illegal raves and gatherings, drug, alcohol, gang crime and people trafficking issues and COVID is still a problem. Dr Rowland reported that the her ED sees a high number of post-COVID patients and winter could be a problem. There's a backlog of elective care.

9. Dr Henderson spoke of the fortnightly clinical leaders zoom meetings which are well attended. Dr Henderson hinted that some money may be made available to help with reconfiguring departments with the aim of keeping people safe and not in "warehouse" departments.
10. In the Republic of Ireland Dr O'Connor reported on quite good performance over the last weeks during the lifting of lockdown. This week the R number in the ROI is 1.2 so latest lockdown restrictions have been suspended. More COVID in young people is being reported and this could be the beginning of the second wave. There is a new government in the Republic so Dr O'Connor reported on the requirement to build new relationships.
11. Think111 in England – Dr Patil and Dr Rowland submitted a paper to Council looking at the increased calls to NHS111 and the increased ambulance call outs. The paper prompted general discussion as well as questions from Mr Prentice on the patient perspective. Mr Prentice was concerned that this work was provider driven rather than patient driven, which Dr Henderson acknowledged.
12. EMTA – Dr Mashru circulated a comprehensive report on activities in 2019. Dr Mashru became EMTA chair in July 2019 and thanked his predecessor, Paul Stewart. Dr Mashru's slides showed the numbers and distribution of EMTA representatives around the UK and the work to ensure inclusivity and diversity. Dr Henderson thanked Dr Mashru for the report and welcomed his work to increase representation.
13. Equality and Diversity working group TOR – Mrs Beet thanked colleagues who had provided input into this work so far, which has gained considerable momentum. This will be a new committee, established to be a permanent fixture. Council approved these terms of reference.

C20.39 Vice President Membership's report

14. Applications for Fellowship and Membership – Dr Gavin requested members to review the applications for membership and to note the resignations. There was a healthy increase in numbers. These were all approved.
15. Dr Gavin circulated some papers relating to the recent membership COVID survey. The headline responses show some problems with PPE, some health issues and the lack of side rooms. A detailed spreadsheet indicating BAME/White responses highlighted the disparity between BAME and white colleagues is upsetting. Dr Henderson was keen we develop an action plan to go with the publication of results.
16. Women in EM – the draft Terms of Reference for this group were circulated following attendance at a New York conference in September and a gathering at the conference at the Sage it was decided that we should try to set up this group. There was discussion about the cross-over with the E&D and Dr Henderson highlighted that around the world there are women in EM working in difficult circumstances so this work feeds also into our International work. The Terms of Reference were approved.

C20.40 Annual Scientific Meeting in October and CPD

17. Professor Carley updated Council on the programme which will contain 2 streams, one academic and the other will have a more CPD type feel. 280 abstracts have been submitted and registration opens next week. Study days for September including a Careers Day are planned. CPD bulletins will be sent to members and a journal club event will rotate around the country.
18. The EMJ impact factor has gone up – which is excellent news.

C20.41 Dean's report/Director of Education's report

19. Dr Long asked Council to note the very tough couple of months endured by the exams team, who have been bruised and battered by the workload of trying to deliver virtual/online examinations in 2 - 3 months, when in normal circumstances we would want to undertake this over 18 – 24 months. 100 CCT holders were due to take the FRCM SAQ and the OSCE but we moved to online examinations. There have been many difficulties for candidates as well as the exams team, and many questions and queries to resolve. Some candidates sat their examinations at home, whilst others attended test centres. The Primary examination is approaching. We have achieved something no other Royal College has done, and we are also currently working on remote OSCEs, in discussion with the GMC. Dr Henderson recorded her thanks to the examinations team for their fantastic work. This was echoed by other Council members and staff.
20. ARCPs – Dr Long thanked Dr Naravi, Mrs Beet and members of EMTA for their work on getting through the last few months which has been so difficult for many trainees. Dr Naravi updated Council that there will be problems ahead with around 140 trainees at risk of not completing their training and will therefore need close supervision regarding what has not been covered. Dr Naravi thanked Heads of Schools for their support. Trainees will be taking an online OSCE which they have not had the opportunity to practice. There will be difficulties and complexities regarding rotas going forward.
21. Clinical Educators Project – is completed for 2020 and the write up should be available soon and on time. Out of the 52 Trusts the majority chose to continue with the project during COVID. Mrs Beet thanked everyone for their continued support for this work.
22. We are still awaiting news regarding the Curriculum2021 but hope to hear any day.
23. Physicians Associates Short Life Working Group Terms of Reference – this has been discussed regularly and we are ready to move forward with this. Council approved the terms of reference
24. ACP Post Credentialing Short Life Working Group Terms of Reference – Ms Wilson requested Council approval which was given. Dr Boyle requested that the work will include what career aspirations for ACPs might be.

C20.42 Treasurer's Report

25. In Dr Hepburn's absence, Mr Pinamang reported that the College and the finance team are continuing to try to manage the adverse impact of COVID19, with an expected deficit of £1m. However, we have now liquidated our investment portfolio and have worked hard to keep a tight control on costs with no increase in income, but now predict a deficit of £0.5m.
26. Business planning for 2021 has begun in earnest and Mr Pinamang thanked all those involved for engaging. The proposed budget will come to September Council for approval.

C20.43 CEO's report

25. Mr Miles reported on a surplus of £600k for the first 6 months of the year, mainly from membership subscriptions. In the IT area, we continue to do well and are currently looking to upgrade and improve our website. Work on the new e-Portfolio is proving challenging negotiating with suppliers during this difficult time.
26. The Examinations Team have performed so well in a very challenging time, especially considering they, along with all College staff, are working at home. Mr Miles feared it was taking a toll on their mental health being in isolation from their colleagues. We will be looking at resilience training and whether we can get the Examinations Team together to work.
27. With regard to the new EDI committee, we need to review what data we are capturing when members are approved and whether we need to make changes in order to ensure we have the data we need to support this work.
28. Facilities issues include a leak at Bream's Buildings, which has now been fixed. Our tenant BAPAM plan to return to working in their office from early August and we are currently working to prepare for their return. We remain cautious about returning to the office environment because of concerns of the commute and a second wave of the virus. Mr Miles is concerned about the mental health of all staff working in isolation and will report to Council when necessary.
29. We received £56,000 refund from cancelling one of our conferences.

30. We need to review our pricing strategy for online activities.
31. An annual subscription reminder will be sent to members who have so far not paid their fees.

C20.44 Governance Code Project Board update/VP reports

25. Mr Miles reported that there have been no major developments recently but we have submitted our request to the Privy Council. Dr Higginson and Dr Gavin will produce a briefing for members in August.
26. Dr Higginson highlighted the sepsis pre-alert from the National Ambulance Service. Dr Alison Walker has assisted with the standardisation of the pre-alert and the result is some sensible guidance.

C20.45 Report from the Corporate Governance Committee

25. Mr Miles reported that the Committee has met and had an active year, dealing with the proposed extension to Octavia House, the review of employee benefits, the automation project and a continuing review of the risk register. The Committee agreed to divest our fossil fuels last year and has also been involved with the audit programme, which went smoothly.

C20.46 Report from the Honours Committee

Mr Prentice reported that the Honours Committee has not met physically but has discussed various items and responded to the Department of Health & Social Care's call for nomination for a national honour.

C20.47 Report from the Lay Group

Dr Boyle has been working with Mr Prentice to design some Frequently Asked Questions following our position statement publication in May, COVID-19 Resetting Emergency Care. There are 12 questions and Council were asked to provide feedback to Mr Prentice and Dr Boyle.

C20.48 Any other business

- i. Induction of new trainees is looming and will be a challenge.
- ii. The People Plan is about to be published, having been delayed a couple of times. The publications group was chaired by David Behan from HEE. There are many aspirational comments about valuing the workforce. Dr Henderson has raised the subject of the older/senior clinician. EDI aspect will be emphasised.
- iii. Clinical Review of Standards – Dr Henderson is not aware when this will be published but it will most likely be soon. We will then be in the situation of having to implement whatever the new standard will be.
- iv. Dr Henderson recently tweeted about the BBC Panorama programme on the halting of cancer treatment during the pandemic and it highlights how difficult it is for other areas of the hospital to continue their work. Departments which are struggling to continue in a meaningful way include Mental Health and rare diseases.
- v. Dr Gurney raised the topic of COVID and the Brexit transition and whether we have prepared, considering that we all have European colleagues. Dr Long also expressed concern and understood that the BMA would be leading on this situation as it's not possible for individual colleges to do this work. Dr Henderson will raise this at the next Academy meeting.

C20.34 Date of next meeting

14. The next meeting of Council is scheduled for 17th September. and it is planned to meet virtually. Further details will follow.