



# The Royal College of Emergency Medicine

Patron: HRH The Princess Royal

7-9 Breems Buildings  
London  
EC4A 1DT

Tel +44 (0)207 404 1999  
Fax +44 (0)207 067 1267  
[www.rcem.ac.uk](http://www.rcem.ac.uk)

## COUNCIL MINUTES

The Minutes of the meeting of the Council held in the Council Room at 7 – 9 Breems Buildings on 16<sup>th</sup> May 2019

The meeting was chaired by the President, Dr Taj Hassan

Present (trustees)

Dr Nick Athey	<i>Regional Chair, North East</i>
Dr John Burns	<i>FASSGEM Chair</i>
Dr David Chung	<i>Vice President, Scotland – by phone</i>
Dr Ian Crawford	<i>Vice President, Northern Ireland</i>
Dr Katherine Henderson	<i>Regional chair, London and President-elect</i>
Dr Scott Hepburn	<i>Treasurer</i>
Dr Ian Higginson	<i>Registrar</i>
Dr Steve Jones	<i>Regional chair, North West</i>
Dr Jason Long	<i>Dean</i>
Dr Chris Moulton	<i>Vice President</i>
Dr Jo Mower	<i>Vice President, Wales</i>
Mrs Lisa Munro-Davies	<i>Vice President</i>
Dr Maya Naravi	<i>Chair, TSC</i>
Mr Derek Prentice	<i>Chair, Lay Group</i>
Dr Adam Reuben	<i>Regional Chair, South West</i>
Dr Paul Stewart	<i>President of EMTA</i>
Dr Richard Wright	<i>Chair, East Midlands Board</i>

Present (representatives, co-opted members and employees)

Mrs Gerardine Beckett	<i>Office Manager</i>
Mrs Emily Beet	<i>Deputy Chief Executive</i>
Dr Sunil Dasan	<i>Chair, Sustainable Working Practices Cttee</i>
Dr Lorraine Greasley	<i>HM Armed Forces Representative</i>
Dr John Heyworth	<i>Chair, RCEM Foundation Advisory Board</i>
Dr Helgi Johannsson	<i>RCoA representative</i>
Dr Tehmeena Khan	<i>SAM representative</i>
Mr Gordon Miles	<i>Chief Executive</i>
Mr Nigel Pinamang	<i>Head of Finance &amp; IT</i>
Dr Anne Weaver	<i>PHEM representative</i>

Apologies:

Dr Jim Crawford, Chair, East of England; Dr Carole Gavin, CPD Director; Dr Kalyana Murali, Chair, West Midlands; Prof Donal O'Donoghue, RCP representative; Prof Jason Smith, Chair, R&P Committee; Dr Simon Smith, new chair, QEC; Dr Manou Sundararaj, Chair, Yorks & Humber; Dr Julian Webb, Chair, South East Coast.

### **C19.36 Welcome**

The President welcomed Dr Helgi Johannsson to his first meeting of Council, also to Dr Tehmeena Khan, representing the Society of Acute Medicine, Mr Nigel Pinamang, the College's newly appointed Head of Finance & IT, Dr Dasan and Dr Heyworth.

He asked Council to note that Dr Carole Gavin ends her term of office as CPD Director and will be succeeded by Professor Simon Carley. Dr Simon Smith joins Council as the new chair of QEC and was also therefore welcomed in his absence.

Finally, It was noted that Dr Chris Walsh, Head of eLearning, has resigned from his position at the College, having worked in various roles for just over 10 years. His contribution was duly acknowledged.

### **C19.37 Conflicts of interest**

None were declared

### **C19.38 Minutes**

The Minutes of the meeting of Council held on 14<sup>th</sup> March were accepted as a correct record.

### **C19.39 Actions arising from the Minutes**

- i. C19.22i 4 hour standard/Long Term Plan/QIs – Dr Hassan confirmed that much has happened since the last Council meeting, and having engaged with the NHSE policy team, we agreed a review of standards was welcome and provided our viewpoints about the need for a robust flow metric. We have representatives on their urgent and emergency care group including Dr Katherine Henderson, Dr Adrian Boyle, Dr Ian Higginson and Dr Chris Moulton. Dr Henderson advised Council on various issues circulating amongst colleagues and that 14 test sites have been chosen to evaluate new metrics. Dr Henderson was concerned that we try to ensure that we always send a representative to this group and that we remain engaged. Dr Moulton confirmed concerns of the last meeting and Dr Hassan advised that during a conversation with Mr Stephen Hammond (Health Minister) the Department of Health are slightly concerned about this project. Dr Hassan advised that 100 departments are in the “red zone” which means that their four hour standard performance is below 85%. There was a lively discussion on this subject and Mr Miles highlighted what he saw as a deteriorating media support for Emergency Medicine and he feels that the reputation of Emergency Departments is under threat whilst trying to cope with an ever-increasing demand from the public.
- ii. Dr Burns reported on the role of the SAS doctor and highlighted that:
  - a. SAS doctors are more likely to be bullied
  - b. Career progression and pay structure needs some work, which is not within the remit of the College
  - c. Issues around recruitment and retention are a feature
  - d. CESR route is not for everyone
  - e. The establishment of special SpA time would be welcomed
  - f. Promotion of better job planning
  - g. Support for acting up within competency profiles
  - h. SAS doctors should to be able to supervise junior doctors

Overall, he feels there's a lack of support for SAS doctors, there's talk about credentialing and portfolios and it would be welcomed if there were a more accepted transition into training programmes. These discussions were reflected in the FASSGEM Spring meeting which the President-elect attended. Dr Hassan thanked Dr Burns for his help focusing on these topics. Mr Miles hoped that FASSGEM would continue to engage more fully with the College and Dr Naravi advised about the defined route of entry from 2014 enabling applicants who have undertaken clinical fellow posts to transition into training posts where appropriate. Mrs Beet highlighted that all these points sit within the remit of the Education Directorate but a lack of engagement from a succession of FASSGEM representatives has hindered taking these points further. She confirmed that she and the Education Directorate would positively welcome input on this from FASSGEM. With regard to credentialing, when we met with the GMC in April there was an expectation that credentialing would be post CCT but there will be pilots looking at other grades. Dr Hassan thanked everyone for these salient points. **Action:** JB/VPs/Dean

#### **C19.40 President's report**

Dr Hassan took the opportunity to remind Council members that they are invited (with partners) to the College summer reception on Wednesday 26<sup>th</sup> June – before the next meeting of Council on 27<sup>th</sup>. He hoped many would be able to accept.

#### **C19.41 Vice President reports**

- i. Position statement on Sustainable Working Practices in EM – Dr Dasan talked through the position statement drafted which highlighted the range of the work of emergency medicine physicians and the increasing pressure within the emergency department. The Sustainable Working Practices Committee's remit is to guide, inform and support those working in these environments with best practice guidance to ensure sustainability in their working lives. To date the committee has produced a practical guide for EM managers and a Wellness Compendium for staff. Dr Dasan asked Council for feedback and Dr Hassan asked about work already being done in the devolved nations. Dr Chung confirmed that there is a Scottish representative on this committee and there was a discussion on excellent pockets of work going forward. Dr Hassan highlighted that the American College of Emergency Physicians regularly run a wellness week, as do the Australasian and Canadian Colleges. RCEM will be running a wellness week in June. Mr Prentice suggested that because of the increasing pressure on physicians we should place something on our risk register to reflect this. Dr Henderson would like something developed and produced for new starters and a budget of £2,000 was agreed. **Action:** all to feedback to SD and add to the agenda for September.
- ii. Anti-bullying project plan – Mrs Munro-Davies spoke about this and advised that it's a work in progress project. Ms Jayne Hidderley, a member of our Lay Advisory Group, has been leading on this, working with the Sustainable Working Practices Committee.

#### **C19.42 Report from the Chief Executive**

- i. Generic College email addresses – Mr Miles thanked those Council members who used their rcem.ac.uk addresses and encouraged those who don't to try to move over. The use of these emails would be beneficial from a GDPR Compliance,

security, continuity and subject access request point of view. Action: all Council members to move across as soon as possible.

- ii. Related party declarations – as part of the audit we have to report transactions and if we have a relative working for the College, for example, we must declare this. Mr Miles therefore circulated pre-populated forms for Council members to complete.
- iii. Modernising College roles – Mr Miles wrote this paper on behalf of and in conjunction the President-elect. Dr Henderson would like to propose some changes to the make-up of Executive and Council by re-badging the Registrar role to Vice President (Membership) and creating a Vice President (Policy) to focus on the English health policy matters. Mr Miles highlighted that the College is working on a new Corporate Governance structure seeking to closely comply with the Corporate Governance Code (guidance endorsed by the Charity Commission). In proposing these modest changes at this point we are not seeking to undertake amendments to our Ordinances or Charter as these would need Privy Council support. These options were fully discussed, and the new VP Policy role closes the loop regarding the previous discussions on a role for VP for England. The topic of IAEM overtures regarding returning to closer collaboration with RCEM was discussed and this is being taken forward. With a show of hands, these proposals and the associated resolutions described in the paper about the new roles at Council were passed unanimously.

#### **C19.43 Registrar's report**

- i. The list of applications for Fellowship and Membership was circulated and approved. It was noted that there was the death of a Member by Examination on the list and Dr Jones asked how deaths are reported and recorded.
- ii. Code of conduct – A paper was brought to Council to describe a proposal to introduce a code of conduct of RCEM members. Mr Miles advised that we have recently had an issue where the behavior of one member of our College, with respect to public comments on social media, has caused more than a little distress to another member. On investigation there is no guidance for dealing with such matters, and no available action for the College even though there are potential reputational concerns. Also, the Registrar has been appraised of a number of members who have been subject to GMC fitness to practice proceedings, of which we have been unaware and of which they have not made us unaware. None of the behaviours described in the GMC papers are consistent with the values of emergency medicine, or of a standard we would wish to see in our members. Recently, a number of colleges have come up with codes of conduct. Therefore it's suggested that we might develop such a code for our members which also fits with our values. There was discussion and all agreed it is appropriate to take this work forward. Dr Johannsson advised that he has recently worked on this for the RCoA and he'd be pleased to assist and this was welcomed. Dr Greasley was concerned however, that this is another opportunity for "doctor-bashing". Mrs Beet raised the suggestion that the code of conduct could extend to behavior at events and examinations. Action: IH/GM to bring a revised paper to Council

#### **C19.44 Report from the Chair of the RCEM Foundation Fund**

Dr Heyworth attended Council in order to appraise members on the work of the Fund to date.

- i. To enable potential joint work on fundraising and research projects, a Memorandum of Understanding has been agreed with the UK Sepsis Trust. This does not commit either party but sets out some principles for joint working. If a project secures funding, then a further more detailed project-specific MOU will be developed. Dr Heyworth expressed thanks to Professor Jason Smith for this introduction. Dr Henderson asked about the possibility of working with other medical charities in a similar way. Council approved this collaboration.
- ii. Business case for a professional fundraiser – A paper was brought to Council to seek approval to consider further exploration for a potential new post of RCEM Foundation Fundraiser. To identify whether or not a step change can be achieved in our fundraising activities the Board considers the appointment of a professional fundraiser to be a sensible next step. We are proposing to engage a specific recruitment consultant with experience in the sector to assist us with this research. Whilst we have achieved a range of activities and some good profile raising with our resource-lite approach we don't have the capacity or expertise to undertake sustained fundraising without dedicated resources. The paper was detailed and prompted discussion with support for the idea from Dr Johannsson who has recently assisted on this for the RCoA . Dr Hepburn feels that this is the next logical step and Dr Weaver spoke of her work with the London Air Ambulance and their attempts to fund raise, which was very positive. Council were unanimous in their support for this proposal which enables the Foundation Advisory Board to discuss this further with recruitment agencies and bring back a final business case for approval in due course. **Action:** JH/GM

#### **C19.45      Treasurer's report**

Dr Hepburn welcomed Mr Murtaza Jessa from haysmcintyre who spoke about the yearly audit of our 2018 accounts. Mr Jessa highlighted the audit findings report and confirmed that the audit went exceptionally well, and he highlighted the fact that he signs off 85 sets of accounts and only 6 (including ourselves) have two or less points to address. He pointed out in the last quarter of 2018 the stock market had dipped significantly affecting our investments to bring about a 6.5% loss of value.

Dr Hepburn thanked Mr Jessa for the report and invited Council to approve the Accounts, which they did.

Dr Stewart asked about income from subscriptions and examination fees, which has also been discussed at the AoMRC trainees' group. Dr Hepburn confirmed that we must be transparent on where we spend our income in relation to trainees.

Dr Hepburn explained that the issues previously encountered around the production of the monthly management accounts have been resolved, partly due to the fact that the Finance Team is now at full strength under the leadership of Mr Pinamang. We anticipate a larger surplus that was previously forecast.

#### **C19.46      Dean's Report**

Dr Long updated on the curriculum work and that the GMC have agreed to the College's request that the EM curriculum submission and implementation be deferred to coincide with the submission and implementation of the ACCS curriculum.

A new assessment schedule is getting agreed, with help from an external psychometrician.

With regard to the e-portfolio, we have had to begin the tender process again as our preferred (Dutch) supplier withdrew.

Dr Long confirmed a busy month ahead with the international education work. Dr Long and Mrs Beet will be visiting Pakistan with another College team visiting India.

Dr Long spoke about a recent judicial review from an examination candidate and he was pleased he's been able to show full records via his [Dean@rcem.ac.uk](mailto:Dean@rcem.ac.uk) email account. We had a process agreed and this was followed otherwise we would have faced some significant risks. Mr Miles concurred and highlighted that the College's efforts to comply with the information requests were enhanced by our achieving the ISO9001 standard. Mrs Beet reiterated that Council members, committee members and examiners should not reply to examination queries from their trainees or colleagues, these queries must be forwarded to the College office. The process is detailed and we must ensure consistent advice is delivered.

#### **C19.48 Report from the Chair, QEC**

Dr Hassan requested this report be reviewed in detail at the next Council, as Dr Boyle has demitted office and his successor, Dr Simon Smith, was unable to attend.

#### **C19.49 Reports from Nations and Regions**

- i. Scotland – Dr Chung recently met with the Cabinet Secretary and he thanked Dr Hassan for attending alongside him. There has been some issues regarding whistle-blowing last autumn at NHS Highlands which have been published this week. He urged Council to read the report.
- ii. Wales – Dr Mower reported on the same challenges faced elsewhere. A new data collection system is being tested. A staff survey took place over the winter. The British Red Cross have been introduced into 9 Type 1 EDs in Wales to assist with waiting times and flow. Dr Mower reported on an all-Wales trainees day held last week which was deemed to be successful
- iii. Dr Crawford reported on the fact that the Department of Health are 2.5 years into a 10 year transformation journey and Northern Ireland is currently the worst performing country in the UK. A review of urgent and emergency care has been announced. A summit has been announced for June (25<sup>th</sup>) and he hoped that the President, President-elect or VPs might be able to attend.
- iv. South West – Dr Reuben felt his region was experiencing all the problems highlighted so far and trusts in the South West are exploring all options staff-wise.
- v. Dr Jones had nothing particular to report from the North West, not did Dr Athey in the North East.

#### **C19.50 Report on the CPD Spring Event in Belfast, 2<sup>nd</sup> – 4<sup>th</sup> April**

Mr Miles advised that feedback had been very good, but no financial reporting was so far available. He thanked the College Events Team for their hard work.

#### **C19.51 Progress report on the Annual Scientific Meeting at the Sage, 1<sup>st</sup> – 3<sup>rd</sup> October**

In Professor Smith's absence there was nothing particular to report

#### **C19.52 Any other business**

- i. National survey into consultant working patterns – Dr Higginson circulated a report and there were discussions about pensions amongst other items. We can express our views via the AoMRC who are co-ordinating responses. The results will be published in the EMJ.
- ii. Dr Hassan highlighted to Council that we have been given a painting by Arabella Dornan which was commissioned by the Military Emergency Medicine Society (with financial support from the Royal Army Medical Corps Charity). The painting has been hung in the Council room and is entitled *Trauma Bay One*. It depicts a UK Military Trauma Team taking a handover and doing an initial assessment in the primary trauma bay in the resuscitation room in Camp Bastion, Afghanistan. Dr Greasley also spoke about the painting and the scene shown which is very graphic and depicting a soldier who has suffered traumatic amputations, chest and head injuries and been transferred from the point of wounding by helicopter. Dr Hassan thanked Dr Greasley and colleagues for this gift.

### **C19.53      Date of next meeting**

The next meeting of Council will take place on Thursday 27<sup>th</sup> June starting at 10.00am. Further dates for 2019 are 19<sup>th</sup> September and 21<sup>st</sup> November.