



The Royal College of Emergency Medicine

Patron: HRH The Princess Royal

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COUNCIL MINUTES

The Minutes of the meeting of the Council held via Zoom on 13th of May 2021. The meeting was chaired by the President, Dr Katherine Henderson.

In attendance:

Trustees:

Adam Reuben
Adrian Boyle
Carole Gavin
Dan Darbyshire
Derek Prentice
Divyansh Gulati
Emma Rowland
Ian Higginson
Jayne Hilderley
Kalyana Murali
Lisa Munro-Davies
Richard Wright
Scott Hepburn
Simon Carley
Simon Smith
Steve Black
Suresh Pillai
Will Townend

South West Regional Chair
Vice President, Policy
Vice President Membership
EMTA Chair
Corporate Governance Chair
South Central Regional Chair
Regional Co Chair, London
Vice President
Lay Group Chair
West Midlands Regional, Chair
Vice President
Chair, East Midland region
Treasurer
CPD Director
QEC Chair
FASSGEM Chair
Vice President, Wales
Dean

Present (representatives, co-opted members, and employees):

Anne Weaver
Anthea Adams
Emily Beet
Gareth Davies
Gordon Miles
Ian Gurney
Jennifer Barley
Luke O'Reilly
Nigel Pinamang
Pooja Kumari
Sam McIntyre

Pre-Hospital Care representative
Executive Assistant
Deputy Chief Executive
Membership Manager
Chief Executive
HM Forces Representative
Senior Member Engagement Officer
Communications Manager
Director of Corporate Services
Policy Manager
Head of Quality and Policy

1. Welcome:

Apologies: Apologies John Thompson, Salwa Malik, Jason Smith, Sohom Maitra, Steve Jones, Fergal Hickey, Shamim Nassrally, Helgi Johannsson, Dr Shashank Patil, Paul Kerr

2. Conflicts of interest:

None. **Action:** AA to send new attendees the Conflict-of-Interest form.

3. Minutes of the previous meeting held on 18th March 2021 attached:

CG (VP) report on page 3 got mixed up. **Action** – needs to be corrected

4. Matters arising not listed elsewhere in the agenda - 09.05-09.15:

None

5. Vice President Membership's report

- i. **Applications for Fellowship and Membership.** 252 new members have joined the College in the 1st quarter 2021 37 resignations. A membership leaver exit survey will be available in May and the membership team will be doing Exit Telephone Surveys with the people resigning too. Council approved the new members. **Action: Membership Team to do further work on why people are resigning.**
- ii. **Membership facts:** CG introduced the Membership Manager who presented details of our membership numbers by category. There was a discussion about ACP retention and SAS doctor engagement. **Action: It was agreed that SB and CG would discuss how to reach the current SAS cohort in the College and then reaching those who are not College members by strengthening the FASSGEM offering.**
- iii. **Service hub and website:** The Membership Manager presented an update on the development of the Membership Service Centre. This has been successfully launched. The presentation is retained with the Council papers for this meeting. Improvements have been made to our website contact information. Use of the new web chat service is expanding. The website improvements are intended make it easier to find information and so reduce the need for queries to the College. In time we aim to measure call quality as well as quantity and look for customer service accreditation. The Council welcomed the initiative.

6. Business from the Academic Cluster

i. Examination's update:

The last FRCEM Intermediate SAQ exam had a lower pass rate than expected and a significant amount of due diligence has been undertaken to check the results and make sure they are accurate.

Examiner availability remains a challenge. Thanks were noted to those that had signed up but more examiners were required, particularly for the 27th & 28th May. There is a plan being put together for recruitment, retention and to scale up examiner input for OSCEs. More information will be sent out shortly, but the aim is to start generating interest locally amongst newer consultants. An online training session was scheduled for new examiners who had been approved but unable to attend face to face training sessions due to Covid.

The plans for running the first hybrid MRCEM OSCE were well under way with MRCEM hybrid exams taking place in June and July, including centres in India where the situation with the Covid surge is being closely monitored, all information is available on the website.

- ii. **New Curriculum and assessments communications:**
There have been proactive engagement activities with trainees and trainers. All material i.e. videos etc are available on the website including the information about the 'nominated curriculum person' who can come to any virtual study days. **Action:** All Regional and National VPs are asked to promote and share information with your regions/nations as College staff are happy to present at board meetings if useful (<https://rcemcurriculum.co.uk/>).
- iii. **Trainee progression issues and Educational development time:** Nationally as a speciality around 10% of our trainees are at risk of having a critical progression point issue. National work is being undertaken to help with paediatric and anaesthetic training including portability of contracts. It is important that trainers and trainees meet and identify training gaps and have a plan for remediation. Regional chairs are asked to make sure their regions work with their local School.
- iv. **Recruitment report:** This paper was discussed. It explained the recruitment process very well. The rationale, hard work and the thought that goes into the processes was acknowledged by Council with thanks to Mal Jones for his excellent work in this area. **Action: Regional Board Chairs to share information widely.**
- v. **Chair TSC:** Council unanimously approved Maya Naravi to undertake a further term as chair.

7. Treasurer's report

- i. **Approval of Annual Accounts 2020 and Auditors Report & financial update**
Council agreed to sign off the annual accounts for 2020. Council congratulated the Finance Team for a clean audit with an unqualified audit opinion and no recommendations. The Auditors were also very satisfied with sensitivity analysis we provided in response to their increased going concern checks for all entities because of COVID. There was no breach of our loan covenant with Handelsbanken (bank remain very supportive of us as an organisation).

2021 Budget (Reforecast) was noted

	Base Budget 2021	Q1 Reforecast 2021
Income	8,241,793	8,269,549
Expenditure	(9,309,891)	(9,009,189)
Deficit/Surplus	(1,068,098)	(739,640)

8. CEO's report:

The CEO spoke to the various papers at Item 8. He explained that the first three were part of our preparations as we move towards the creation of a new Trustee Board in the summer. The CEO also drew attention to the change in the Fellowship Ad Eundem criteria in the Zoom chat.

- i. **Trustee Board progress, confirm role holder profiles and sign off the recruitment and arrangements for the 4 members appointed by Council**
The Council approved these items.
- ii. **Bye Laws:** The Council approved this item – it is agreed to alter the wording at in Bye Law 16 in relation to Associate Fellows removing the term 'Emergency Medicine Staff Grade, Associate Specialist, and/or Specialty Grade doctor' and replacing it with 'SAS Doctor grade'.
- iii. **Scheme of Delegation** The Council approved the Scheme of Delegation.
- iv. **Committee Terms of Reference:**
The TOR of the ESIG were approved.
In approving the terms of reference for the Green ED a question was raised about the nomenclature and whether 'Green ED' was confusing as it had a particular meaning in relation to Covid. It was agreed that this would be put to the ESIG for their consideration.
The Regional Board terms of reference were approved.
- v. **Fundraising:** The Council approved the name change from RCEM Foundation to RCEM Fundraising, altering the terms of reference for the Advisory Board accordingly. The granting of a further term of office of three years to John Heyworth Advisory Board Chair was agreed with thanks to Mr Heyworth for his agreement to continue in the role.

9. President's update

- i. **Covid and vaccination issues:**
The good news was that things are moving in the right direction. The number of Covid deaths is reducing significantly and hospital admissions are down everywhere. Nearly 68% of the population had been given their first vaccination. Emergency Departments are increasingly busy with non-Covid patients and there are concerns about referrals from GPs without F2F review and NHS111 first response. Crowding is returning. KH has asked to see the 111 pilot data from NHSE.
 - a. **College opening plans:** NP spoke to the paper. Octavia House has been open to allow the exams team to run the online exams. A return to face-to-face OSCEs will begin in the first weeks of June. Based on results from the staff survey, the College is planning to open Octavia House on a 2-days/week basis from 21st June, 7 am to 7 pm, and with a capacity of 25 desks available and some meeting space which will be bookable via an online system that is currently in development. Focus is to allow flexible working for staff.
- ii. **Restarting the NHS and RCEM campaigning:**
KH has confirmed Summer to Recover campaign has been launched and has landed very well with key stakeholders. We aim to get this campaign promoted across the UK as a 4-nation strategy.
 - a. **Winter flow summary and next steps AB:**
KH deferred discussing until another time.
 - b. **Politics:** NHS England Clinical Review of Standards is still ongoing. We had some recent HSJ coverage asking: "What is going on?" and we

are still waiting for a date of the publication of the NHS public consultation results.

- c. **National zoom calls:** Recent feedback received that zoom calls have been going well. Council have agreed to continue this process.

iii. **Patient Safety and Patient Experience:**

- a. **IPC:** There is some further work being done on Infection Prevention Control systems in hospitals in England. Council are looking forward to the issue of updated guidance on this matter.

- b. **High risk presentations – Section 28 submission re Aortic Dissection:**

A coroner's report has been sent to RCEM under Regulation 28 raising issues about the care of an individual who was not actually dealt with within the Emergency Department but who died of an aortic dissection. RCEM will reply formally (QECC/ Safety Lead) and continue to promote clinical advice about AD.

Quality strategic plan IH/SS: IH spoke to the paper. Committee chairs are to be asked to contribute to the next phase of the Quality strategy. There are a number of questions for Council to consider and feedback on. **Action: Council Members to provide feedback on the questions raised.**

- iv. **Giving Something Back:** The President sought the views of Council using a Sli.do poll. There was general agreement that providing additional training and development for Members who do work for the College was welcome. **Action: KH to organise training on core topics. Aiming to have first sessions this summer.**

10. National VPs and Regional chairs updates: The report circulated by Andy Ashton was noted. JPL reported on the RCEM Scottish census. This highlighted a number of workforce gaps and gave a very good view of the workforce challenges. He thanked Policy Team members who had worked on this project and Council welcomed the report.

11. Academy Update

- a. **DHSC Consultation on Regulating Healthcare Professionals, Protecting the**

Public: This is a wide-ranging consultation and views were sought. **Action: any views to be sent to CEO.**

- b. **Workforce:** There was a discussion about national workforce planning which is viewed as lacking. The AoMRC had been lobbying on this issue.

- c. **SAS doctor statement – rhetoric v reality:** There was a discussion about the paper and Council are encouraged to support SAS doctors.

- d. **ACCEA awards:** There has been a consultation which the AoMRC has responded to. Part of the plans include awarding the Bronze Award locally and making more of teaching and a push to add in college work. The local awards are going to be the same next year.

12. Any other business

- **EMTA** Dan Derbyshire attempted to give an updated which was halted by a poor internet connection. **Action – next Council report**
- **Emergency Care Day – 27nd of May 2021** - We are supporting the EUSEM promoted day. We will use their “We are always there” video which is available in all languages. If anyone is interested in joining, please contact Luke O'Reilly. National zoom call guest on this day is Professor Lee Wallis
- **CQC emergency care quality and safety workshop – 15th June 2021**

13. Date of next meeting: 8th July 2021

Upcoming Council dates for 2021:

16 th September 2021	18 th November 2021
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- AGM (virtual)– 5th October 2021
- Annual Scientific Conference (virtual): 5th – 7th October 2021
- Diploma ceremony (decision to be made whether in person is possible or not): Thursday 2nd December 2021