



Confirmed Minute

Meeting of College Council, Monday 2 November 2009, College Hall, RCPSG

Present:

Professor B O Williams, President	Mr A D Henry
Mr I W R Anderson, Visitor	Mrs A Lannigan
Professor P Chiodini, Dean, Faculty of Travel Medicine	Professor S MacRury
Dr F Dunn, Vice-President (Medical)	Dr L McAlpine
Mr David Galloway, Vice-President (Surgical)	Dr M McElroy
Professor P V Knight, Registrar	Mr J McGregor
Dr E Morrison, Honorary Librarian	Mr M McKirdy
Dr J Taylor, Honorary Secretary	Dr R Madhok
	Ms J Murray
Mr M Bransby-Zachary	Dr R Neilson
Mr J Breckenridge	Professor K Paterson
Mr I G Conn	Mr R Scott
Mr G Cook	Mr E Waclawski
Dr H Dobson	Mr J Watson
Dr A Dunk	Dr A Zoma

In attendance:

Mrs C Capps
Dr J A Miller

1. Welcome

President welcomed Professor Peter Chiodini, Dean of the Faculty of Travel Medicine to his first meeting of Council.

Ms C Nicolson and Ms V Hogg were welcomed as observers.

2. Apologies

Apologies had been received from:
Mr D Fawcett; Professor M Lewis; Dr R McKee.

3. Presentation regarding Medical Visualisation Project

(presentation only held in the Maurice Bloch Lecture Theatre prior to the main business of Council)

Professor Paul Anderson, Director of the Digital Design Studio (DDS) at the Glasgow School of Art, delivered a presentation on the progress of the Medical Visualisation Project (MVP) to date.

Following the presentation, Professor Anderson answered the questions posed to him.

Council then reconvened in College Hall, and President indicated that the purpose of the presentation was to aid Council's decision on whether to continue funding this project.

President provided a summary of the background to the project. In November 2008, College entered into a partnership with Digital Design Studio to establish a Medical Visualisation Project, which at that time was scheduled to be completed within an estimated four-year time period. A formal Memorandum of Understanding had been drawn up and funding of just over £300k had been agreed for the first year of the project. Included in the plan were various breakpoints permitting either party to withdraw from this venture. At that time, it had been agreed that Professor Anderson would present to Council, the status and progress of the project at the end of year one, and to seek an agreement in principle to fund the completion of the project.

President thereafter invited comments on the formal review of the MVP and asked Council to consider funding the remainder of the Project.

Dr Dunn as Chairman of the Project Team and Mr Galloway as the Chairman of the project's Clinical Advisory Board, were invited by the President to offer their views on the work of their two groups and the collective thoughts on the way forward for the project.

Dr Dunn reported that he had taken over the Chair of the extended Project Team recently and had reviewed the work to date. It was reported that good progress had been made and acknowledged that the objectives and key performance indicators had changed significantly as the thinking had developed further. Dr Dunn reported that he felt that as a tool for undergraduate teaching this would be an excellent resource. However, at this stage some further development would be required for the post graduate trainees.

Mr Galloway reported that his group had met with the team at DDS and there was great enthusiasm for the project and that the surgical and anaesthetic staff in particular could see many applications of the data and the technologies being developed. It was suggested that the technologies could take simulation in training in post-graduate years to a new level of sophistication.

Mr Anderson reported that whilst he was very supportive with the progress to date, he had concerns about RCPSG committing to fund the remainder of the project.

Following a lengthy discussion, Council remained extremely supportive of the MVP and recognised the potential commercial opportunities such a project could provide to College. It was recognised that this was the type of investment that College should be making in order to advance knowledge skills and experience within

healthcare, medical education and training Councillors also identified potential benefits at both undergraduate and postgraduate level. Concern was raised that at this stage it was difficult to assess how this development fitted with advances in the field and potential commercial applications. It was noted that the commercial aspects of the project were the subject of discrete projects which had been commissioned by the College and this would be undertaken in due course. This would examine the possibility of commercial relationships with other partners as well as commercial companies who may be interested in the potential of the technologies.

Council agreed that RCPSG should continue its partnership with the DDS to complete the Medical Visualisation Project. It was recognised that the arrangement would require a further formal agreement with the Glasgow School of Art which will include a full project plan with potential break points for both parties. Future funding will be contingent on this being in place and the maximum funding over the period should not exceed £2M and attempts should be made to engage other funding partners.

4. Minute of the previous meeting held on Friday 11 September 2009

The Minute of the previous meeting was accepted as an accurate record of proceedings.

5. Matters arising from the Minute not covered elsewhere on the agenda

(5.1) European Working Time Regulation (EWTR)

Dr Miller reminded Council that a repository for information with regard to the implementation of the EWTR had been established, and as previously reported at the last meeting of Council, there had been a small number of responses. At that time there had been insufficient responses to draw any significant conclusions. It was reported that the Scottish Academy had undertaken a more focussed review of the impact of EWTR and the analysis of the results was being pulled together. The closing date for responses was being extended for a period of a further week. Council heard that similar exercises had taken place with other Colleges in order to obtain as full a picture as possible as to the difficulties of implementing the directive.

President reported that Professor Sir John Temple would Chair a Committee looking at the effect of the EWTR on surgical training. Information on this initiative would be circulated when available.

(5.2) Council Elections

Professor Knight reported that the Council Elections for this year were being handled by the Electoral Reform Society. Council noted that the ballot papers had now been circulated and the available voting options would either be postal ballot or on-line voting.

(5.3) Audit and Remuneration Committee

In referring to the previous minute of Council (11.9.09), Mr Galloway drew attention to item (6.2), "*Constitution and Terms of Reference of the Audit and Remuneration Committee*", and expressed concern that this appeared to be inconsistent with previous discussions and agreement with Council that all committees should be chaired by a Trustee. It was noted that a relatively small number of Council members had taken part in the previous meeting and suggested that as there was a fuller representation this should be revisited.

Mr Anderson reminded Councillors that the previous meeting had been quorate.

President stated that whilst the proposed amendment, "*The Chairperson of the Audit and Remuneration Committee should not be a Trustee or Fellow or Member of College*" had been agreed by Council, it was now on the agenda for approval at the AGM on 27th November. At that time, any Fellow would have the prerogative to raise concerns about this proposed change to the regulations.

President enquired whether Council was of a view to change the proposed amendment. There being none, this proposal would be presented to the AGM.

6. Any other competent business

(6.1) Consultation requests

Dr Taylor took the opportunity to outline the "*GMC/PMETB Merger: Consultation on draft Rules and Regulations*" which follows a previous period of public consultation conducted by the Government earlier this year on the legislation that would bring about the merger of PMETB with the GMC. The response showed widespread support for the proposals, and there was now a need to make the detailed rules and regulations on how the GMC would execute its new responsibilities.

Dr Taylor invited responses from Councillors. Comments should be forwarded to Carolyn Capps (carolyn.capps@rcpsg.ac.uk) by Monday 14 December 2009.

This consultation can be accessed by clicking on the following link:

<https://gmc.e-consultation.net/econsult/default.aspx>

7. Items for discussion

(7.1) Management Letter from 08/89 Audit

President directed Council members to Document 'B', "*Management Letter*" and Dr Miller was invited to lead on this agenda item. Dr Miller reported that there were nine items which were highlighted by

the auditors, and no items were rated “high priority” - all fell into the “medium” and “low” category.

One specific aspect of the Management Letter that required review was the “*Application of Travel Policy*” and this had subsequently been considered by the Management Board at its meeting on 6 October 2009.

Council was directed to Page 15, Item 6.4, “Application of Travel Policy” of the Management Letter. Dr Miller furnished Council with the concerns raised by the auditors regarding this specific item and outlined the ambiguity with regard to reimbursement from College funds on travel and subsistence expenditure of spouses (or other travelling partners). It was noted that an opinion from the College legal advisors had concluded that the terms of the policy were reasonable. It was also noted that the legal advisors had concluded that a particular example of an application of the policy was entirely appropriate.

It was noted that one change should be made to the travel policy in that any dispute in the policy's application should be referred to the Management Board.

Council thereafter accepted the Travel Policy as it stands.

Dr Miller directed Council to Item 6.5, “Disclosure of Trustee Expenses”. Whilst reimbursement to Trustees in relation to governance issues had been disclosed, it was reported that reimbursement paid on behalf of Trustees during other professional business of College had not been done previously. This was in contravention of the relevant SORP criteria. Dr Miller stated that a more robust system of capturing and reporting this data had now been established.

Dr Miller reported that the Auditors were satisfied with the Management response to their recommendations.

8. Board Reports - For information and discussion of exceptional issues only

(8.1) Education and Professional Development

Dr Dunn directed Council to Document ‘C’, “*Unconfirmed Minute of Meeting of the Education and Professional Development Board*” held on 14 September 2009, and reported that there was nothing outstanding to report.

(8.2) Trainees Committee

Ms Murray reported that the Trainees Committee had enjoyed a successful meeting with RCPEd and RCSEd on 29 September 2009.

(8.3) Examinations and Assessment

Mr Galloway reported that Examinations and Assessment Board had met on 29 October 2009. A minute would be available for the next meeting of Council. Mr Galloway reported that there was nothing outstanding at this time.

(8.4) Memberships Services

Dr Taylor directed Council to Document 'D', "*Unconfirmed Minute of Meeting of Membership Services Board, 15 September 2009*" and reported there was nothing further to report at this time.

(8.5) Dental Council

Council was directed to Document 'E', "*Unconfirmed Minute of the Meeting of Dental Council, 27 August 2009*". There was nothing further to report at this time.

(8.6) Faculty of Travel Medicine

Professor Chiodini provided the following update:

- (1) Faculty of Travel Medicine numbers were now at 237, and the FTM were continuing the drive to recruit high quality applicants.
- (2) The first diet of the MFTM examination was scheduled to take place on 25 and 26 January 2010.
- (3) An enhanced FTM membership is now available and included a FTM Journal and a FTM Newsletter.
- (4) The FTM has been approached by the University of Glasgow regarding a Diploma in Tropical Medicine and Hygiene. Council would be kept up-to-date regarding this venture.

(8.7) Management Board

Dr Miller guided Council to Document 'F', "*Unconfirmed Minute of Management Board Meeting, 6 October 2009*", and reported all relevant items had been covered elsewhere on the council agenda.

(8.8) Academy of Medical Royal Colleges

Council had received a copy of the Executive Summary of the AoMRC meeting which had been held on 15 September 2009.

(8.9) Audit and Remuneration Committee

Council noted Document 'H', "*Unconfirmed Minute of the Meeting of the Audit and Remuneration Committee*".

9. Date and time of next meeting

Dates of future meetings have still to be decided.

President reminded the meeting that the College Annual General Meeting would take place on **Friday 27 November 2009, at 4.30pm.**

Prior to the close of the meeting, President took the opportunity to formally record his thanks to Professor Paul V Knight, College Registrar, for his contribution to College during his term of Office. Professor Knight would demit office at the AGM on 27 November 2009.

Dr Dunn and Mr Galloway expressed their sincere thanks and gratitude to Professor Williams who was due to demit Office on 27 November 2009. Professor Williams was thanked for his enormous contribution within College during his time not only as President but also for his contribution to College over the past 35 years. These sentiments were echoed by Council.