



CONFIRMED

Minute of a meeting of College Council held on Monday 28th July 2008 within College

Present

Professor B O Williams, President
 Mr I W R Anderson, Treasurer
 Dr F Dunn, Vice President (Medical)
 Mr D Galloway, Vice President (Surgical)
 Professor P V Knight, Registrar
 Dr J Taylor, Honorary Secretary
 Dr E Walker, Dean of Faculty of Travel Medicine
 Mr G Conn
 Professor J Connell
 Mr A D Henry
 Dr L G McAlpine

Dr M McElroy
 Dr R McKee
 Mr M J McKirdy
 Dr R Madhok
 Dr E Morrison
 Dr K Paterson
 Dr H Scott
 Mr J Steers
 Professor R Stevenson
 Mr J D Watson
 Dr A Wray

In Attendance

Dr J A Miller
 Mrs C M Capps

ACTION

1. Apologies and Welcome

(a) Apologies were received from:

Mr M Bransby-Zachary; Dr A Bryson; Mr J K Drury; Dr A Dunk; Professor M A O Lewis; Professor S MacRury; Dr M McCaul; Mr J R McGregor; Mr N Mamode and Mr G T Sunderland.

(b) Welcome

Dr Brian Howieson (Head of Education and Professional Development) and Mrs Lorraine Quigg (Head of Finance and Support Services) were welcomed in their capacity as observers. Mr Kevin Sweeney (Chairman of the RCPSG Audit and Remuneration Committee) was also welcomed to the meeting.

2. Minutes of the previous meeting

These were approved as an accurate record.

3. Matters Arising from the Minutes

(a) Royal Colleges in Scotland

Councillors were reminded about the previous discussion that had taken place



regarding the development of a single Royal College based in Scotland.

Dr Miller reported that he had been in contact with the CEOs to review both financial and membership statistics of the three organisations. As yet the other two colleges had not discussed this at their respective College Councils, although this had been discussed at the Presidents' Meeting within RCSEd. The President and CEO had agreed that this should be addressed through the next Scottish Royal Colleges Meeting.

4. **Any Other Competent Business**

(a) **"High quality care for all" and "A High Quality Workforce" - NHS Next Stage Review final report**

President acknowledged the above documents, and whilst comments had not been sought, Council accepted that the President had approved an Academy response to these reports (a copy of the Academy response had been previously distributed).

(b) **Doors Open Day, Saturday 20th September 2008**

Dr Morrison reminded Councillors about the Doors Open Day, and encouraged their support for this event.

5. **Items for Discussion**

(a) **Finance**

Mr Kevin Sweeney presented Council with the RCPSG Report and Financial Statement for the year ended 31st March 2008. Prior to guiding Council through the accounts, Mr Sweeney indicated that due to Professor Cooke's funeral on that day, it had not been possible to arrange a quorate meeting of the Audit Committee, pre-council, but this would occur immediately after Council. He indicated that the auditors had no changes to the accounts previously distributed and they would be signed the week commencing 4th August 2008.

Mr Sweeney proceeded to go through the accounts page by page. The key points raised to Councillors were:

Page 4: Multiplicity of Trustees

Mr Sweeney commented on the high number of Trustees in College. He indicated that the auditors have stated that due to the large numbers of Trustees and the relative infrequency of meetings, it is difficult to see how they can all be



seen to discharge the relatively onerous duties expected of Trustees. Mr Sweeney proposed that over the next financial year this could be an area for review, primarily to ensure that all members of Council are properly protected.

Page 5: Examinations under performance

Mr Sweeney drew attention to the fact that the examinations department is now no longer a net contributor to College funds, and reported an overall deficit. This is the first time this has ever occurred and is a significant issue for College, as previously the examinations function had underpinned other College activities.

Overall the auditors have commented that OSCR will expect College to devise a business plan overturning this situation in the medium term.

Investment Income

The investment income, which was significantly greater than anticipated, was due to the continued holding of large cash balances. Mr Anderson commented that this was unlikely to be sustained even in the short term, and indicated that College must reduce its dependency on investment income.

Professor Knight raised the matter of attendance at meetings of Council, and after discussion, the following were agreed:

- *Councillors are expected to attend at least four out of the six Council meetings each year;*
- *Council will continue to meet every alternate month;*
- *The time of the meeting remains at 4.10pm;*
- *The meeting days will take the form of a “rolling” format.*

Mr Sweeney reported that a management letter had been received from the auditors. After outlining the content of this report, Dr Miller indicated that many of the actions are underway. This will be discussed in full at the next meeting of Council in September.

(ii Budget for 2008/2009

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Dr Miller presented the Projected Budget for 2009, and sought approval for the following:

- *an across the board rise of £10 per member and fellow in the annual*



subscription rate;

- *mileage allowance to be increased to 40p/mile*

Both were agreed.

In conclusion:

- *Council received the out turn position for 2007/2008.*
- *Council agreed the rise of £10 per member and fellow in the annual subscription.*
- *Council approved the outline budget for 2008/2009.*

President thanked Mr Kevin Sweeney for his contribution.

(b) Clinical Skills Centre

Accepting that this has been previously discussed, President requested a formal decision on the next stage of development of a Clinical Skills Centre. Dr Miller was thereafter invited to lead on this topic.

Councillors were directed to Document C, "*Clinical Education and Skills Centre – Update Report*", which provided a comprehensive up-to-date report on the Clinical Education and Clinical Skills Centre. (Councillors had previously been encouraged to review the options appraisal reports posted on the website).

Dr Miller indicated that the following workstreams have now been completed:

- *Steering group has reviewed the position;*
- *Option appraisal has been completed;*
- *Schedule of accommodation has been reviewed;*
- *Financial modelling has now been completed;*
- *CEO group has discussed the position;*
- *Review by RCPSG Management Board.*

After establishing the *Chatham House Rule*, President reported that the following key points needed to be considered in coming to a final conclusion:

- The cost and availability of capital funding had increased significantly since the initiation of this project.
- NES would not contribute recurring funding to this project beyond those areas that had been specifically requested. These were the post-graduate dental



facility and the headquarters for the West Region.

- NES planned to fund and conduct a review of clinical skills training requirements across Scotland in particular to examine in some detail the need for a further high-fidelity simulator in Scotland.
- RCPSG had not received any firm commitment from other potential partners to support the project as outlined.

Councillors were thereafter invited to offer their views on an appropriate way forward with regard to the building of a clinical skills centre.

Following a full discussion, the general view was that the RCPSG does have a continuing requirement to develop clinical skills facilities for both its own work and that of members and fellows. However the cost of the current project with the added uncertainties around NES' reported work stream, drew Council to believe that the risks at this stage were too great.

In conclusion, the following were agreed:

- *RCPSG should regretfully withdraw from the development of the Clinical Education and Skills Centre as currently planned;*
- *RCPSG maintains a requirement to develop a clinical skills facility;*
- *RCPSG to explore other options complementing the needs of RCPSG.*

The Chief Executive was asked to convey the decision of Council to the partners.

(c) Medical Visualisation Unit

Councillors were directed to Document D, *“Medical Visualisation – Proposed Partnership with Digital Design Studio”*.

Dr Miller provided background information on the Medical Visualisation network, and sought feedback from Council on the potential venture of entering into partnership with the Digital Design Studio. Council agreed the significance of this venture and also noted the positive reports from those who have had the opportunity to visit the Design Studio.

Following discussion, the following were agreed:

- *College Office Bearers and the senior management team continue to investigate the joint venture as outlined in Document D;*



- Council recognised the need for a medium term investment;
- A full report to be presented to Council in September.

6. **Items for Noting**

(a) **Education and Professional Development Board**

- (i) **Minute of Trainees Committee Meeting, 15.5.08**

Noted.

- (ii) **Unconfirmed Minute of Education and Professional Development Board, 5.6.08**

Noted.

(b) **Examinations and Assessment Board**

- (i) **Unconfirmed Minute of the EAB, 5.6.08**

Noted

(c) **Membership Services Board**

- (i) **Unconfirmed Minute of Ethicon Foundation Travelling Fellowship Fund Committee, 23.5.08**

Dr Taylor provided a brief update from Membership Services:

1. Ms Caryn Nicolson has now taken up her position as Head of Membership Services.
2. Triennial Event ~ Dr Taylor provided an update on progress. President thanked Dr Taylor for work on the Triennial Event and acknowledged the wider support from College staff.

(d) **Dental Faculty**

- (i) **Unconfirmed Minute of Dental Council, 19.6.08**

Noted.

Dr Wray reported that the Dental Faculty is proposing to admit dental care professionals as associate members.

(e) **Faculty of Travel Medicine**

- (i) **Unconfirmed Minute of the Faculty of Travel Medicine Board, 16.6.08**

Noted.

Dr Walker reported that the new FTM examination would be available in November 2008.

(f) **Management Board**

- (i) **Unconfirmed Minute of Management Board, 25.6.08**

Noted.



(g) **Executive Summary of the**

Meeting of the Academy of Medical Royal Colleges, 17.4.08

Noted.

President reported that Dame Carol Black had been appointed Chairman of the Academy for a further year.

7. **Dates of Future Meetings**

Friday 19 September 2008, 2pm (followed by Council Dinner).

Tuesday 18 November 2008.