

January 2015

Dear member of BAPS,

I am writing to encourage you to consider applying to serve as the BAPS member of the Council of the Royal College of Surgeons of England.

Following an external review the College is implementing reforms to its governance structure, and as part of this process is inviting nominations from each of the ten Surgical Specialty Associations (SSAs) for an Association member to join the College's Council. To date, SSA Presidents have been invited members of College Council, but from July 2015 onwards ten newly appointed College Council members, one nominated by each SSA, will be full members of Council, with equal status, rights and responsibilities as the other College Council members who will continue to be elected directly by the College's Fellows and Members.

Other changes to the College's governance structure will establish a Board of Trustees that will take over the business and financial aspects of the Council's current work. Members of College Council will then no longer be Trustees of the College unless they are separately elected to the Board of Trustees by the College Council.

These changes will allow Council to concentrate on setting the strategic direction for the College's professional and public policy, and will bring in expertise and knowledge from across the SSAs. As well as bringing the individual perspective of their specialty to College Council, SSA nominees will be expected to represent all Fellows and Members of the College regardless of their specialty (in the same way as other members of College Council).

Details of the process, which has been approved by College Council as being transparent and democratic, will be sent to you separately by BAPS. To help you consider whether you might be interested in putting yourself forward as the BAPS nomination, also attached is a role profile for College Council members, which includes an estimate of the time commitment involved.

To be eligible for appointment to College Council, you must be in active practice and hold a licence to practise with the GMC. Once appointed, however, Council members may remain on the Council for up to five years following their retirement from active practice. Additionally, you must not be a trustee or member of the council of any other surgical, medical or dental college and must not have held any such position in the period since 9 July 2014 (one year before the new SSA members of College Council take their seats).

All members of College Council must be either a Fellow or Member of the English College. However, if you are a fee-paying Fellow-by-examination of another College, you will be eligible to be awarded an FRCS *ad eundem* with the fee for this waived for the duration of the appointment to Council. You would thus be eligible to serve on Council without incurring an additional cost.

I do hope you will consider putting yourself forward for this important and enjoyable role.

Yours faithfully,



David Ward  
Senior Vice President  
Chairman of the College's Review Implementation Group  
The Royal College of Surgeons of England

## Council Member Role Profile – Approved at RCS Council Meeting 11<sup>th</sup> December 2014

### Duties of Council Members

- To promote and support the principles of the College as set out under its Royal Charter – “the promotion and encouragement of the study and practice of the art and science of surgery”.
- To promote the mission statement of the College – “The Royal College of Surgeons of England is committed to enabling surgeons to achieve and maintain the highest standards of surgical practice and patient care”.
- To represent all Fellows and Members of the College in the generality of surgery.
- To work, primarily through the College committee system, with other elected Council Members in ensuring the effective governance of the College and its affairs.
- To attend Council meetings.
- To take an active role in the work of the College, including taking on responsibility for defined areas of the College’s activity as agreed on an annual basis and attending any working groups or committees attached to the activity.

### Time Commitment

- Meetings of Council take place 6 times a year at RCS and are full day meetings.
- Each Council Committee typically meets 4 times per year. In line with the above expectation that all Council members play an active role in the work of College, they are expected to attend all relevant meetings.
- There may be some additional work resulting from Committee meetings eg. responding to emails.
- Council members are also expected to represent Council at certain College events throughout the year eg. Dips Days, formal dinners, and to represent College at certain external events.
- It is estimated that the average time commitment for attendance at Council and other Committee meetings will be 15 days per year. This does not include time spent travelling to meetings or the College events mentioned in the above bullet point.
- College Ordinances state that if a Council member is absent from more than two consecutive Council meetings without the approval of the President, they will cease to be a member of Council.