

**AGENDA**

**BSGE Council Meeting  
To be held on Tuesday, 20<sup>th</sup> September 2016 at 18:30  
At Royal College of Obstetricians and Gynaecologists in Conference Room.**

<b>1.</b>	<b>Welcome &amp; apologies for absence</b>	
	Apologies: Sanjay Vyas, Kevin Phillips	
<b>2.</b>	<b>Declaration of interests</b> New DOI policy in development for distribution shortly	TI
<b>3.</b>	<b>Declaration of any other urgent business</b>	
<b>4.</b>	<b>Minutes of the previous meeting</b>	
	Minutes of BSGE Council Away Day held on 15 <sup>th</sup> May 2016 at Scarlet Hotel, Cornwall- <i>attached</i>	DB
<b>5.</b>	<b>Matters arising from the minutes</b>	
	Meeting Action points- <i>attached</i>	MW
<b>6.</b>	<b>Items to be discussed and decided</b>	
	Ratification of - Job role descriptions- President, Vice President, Honorary Secretary, Honorary Treasurer, Meetings Convenor, Council member and portfolio lead- <i>attached</i> - Standard Operating Procedures- <i>attached</i>	DB
	BSGE Guidelines for organisation of Non-ASM BSGE meetings- <i>attached</i>	DB
	BSGE ASM Cornwall 2016 Summary report - <i>attached</i>	DB
	BSGE ASM Hull 2017 update	tbc
	Forthcoming BSGE Meetings	ES
	LapHyst Project update- <i>attached</i>	MW
	Advanced ATSM – RCOG changes in recruitment process - <i>attached</i>	DB
	BSGE Data protection policy- <i>attached</i>	TI
	Memory of BSGE ASM – <i>attached</i>	TI
	Treasurer’s report- <i>attached</i>	TI
	Breakdown of expenses incurred for Springer Gynecology Journals- <i>attached</i>	TI
	Access to Endometriosis centre database for research purposes	EB



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<b>7.</b>	<b>Portfolio sub-committee reports (accepted, or discussed)</b>	
	Industry relations portfolio report- <i>attached</i>	TC
	Nurse & Paramedic portfolio report- <i>attached</i>	GS
	Endometriosis centres portfolio report- <i>attached</i>	CG
	Laparoscopy portfolio report- <i>attached</i>	SU
	Guidelines portfolio report- <i>attached</i>	EB
<b>8.</b>	<b>New Trainee representative appointment</b>	MW
<b>9.</b>	<b>AOUB</b>	DB
<b>10.</b>	<b>Date, time and venue of the next meeting</b>	
	Tuesday, 29 <sup>th</sup> November 2016 at 18:00 at RCOG, Room U8	

BSGE Secretariat

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