Minutes of Meeting 2014.4 Face to face meeting of the Council of the Australian and New Zealand Society of Nephrology held in Room 101 at the Melbourne Convention Centre on Sunday 24th August commencing at 9AM.

Council Members Present
Prof Rowan Walker -Chair
A/Prof Hilton Gock
Dr Murray Leikis
A/Prof Jeffrey Barbara
Professor Paolo Ferrari

New Council Members Present
A/Prof Nigel Toussaint

ANZSN Secretariat Staff Present
Ms Aviva Rosenfeld, ANZSN Executive Officer
Ms Anna Golebiowski, Administrative Officer

1. Welcome and Apologies
Professor Walker extended a warm welcome to everyone especially the new incoming Council members who were in attendance. Apologies were accepted from Dr Murthy Mantha and new incoming Council members Jonathan Craig, David Mudge and Germaine Wong.

2. Minutes from the previous meeting
2.1 Minutes of meeting 2014.2 27th May
The minutes from the previous meeting 2014.2, 27th May were accepted as a true and accurate record, with the amendment on page 12 of ‘DTN’ to ‘DNT’.
Moved: Dr Richard Phoon
Seconded: Prof Paolo Ferrari

2.2 Minutes of Out of Session Meeting 2014.3 4th August 2014
The minutes of meeting 2014.3 were accepted as a true and accurate record.
Moved: Dr Richard Phoon
Seconded: Prof Paolo Ferrari.

3. Declaration of conflicts of interest related to the current agenda
There were no conflicts of interest declared relating to the current agenda.

4. Business arising from the minutes
4.1 Combined Action Points from previous meetings.
Sponsored Lunch meetings: This issue is relevant for 2016. It relates to allowing industry to sponsor allocated sessions, which has not been a part of the Society’s guidelines in the past. This matter has been ongoing for some time as sponsors have requested this at past meetings. A lunchtime session occurred in Perth organised by one of the sponsors without the knowledge of SPEC who were not supportive of this as delegates went off site and did not remain at the event.
Also relating to sponsored lunches, Dr Richard Phoon sent out a survey to pharma. Dr Phoon related according to the survey industry did not indicate an interest in breakfast, lunch etc. trade display.

**ACTION:** Prof Alan Cass draft letter to SPEC about future of sponsored lunches.

**Nephrology 101**

Richard Phoon explained, for the benefit of the new Council members, that he had been approached as Chair of the SAC in Nephrology by Annabel Martin who came up with the idea of a first year renal trainee education day. Dr Martin had subsequently written to Council seeking support for the Nephrology 101 Course. Council endorsed the meeting and agreed to fund the course and provide the cost of a return airfare (capped at a predetermined cost) and one night’s accommodation. The cost of the course was ~$26K. Following the successful outcome of the course Council agreed to the request from Dr Martin to support the Nephrology 101 Course again in 2015 with the support of SPEC.

The Postgraduate Weekend supported by Amgen and Fresenius usually held in May each year had not been held in 2014. Both Amgen and Fresenius had indicated that they felt that the meeting was becoming too expensive and that they preferred to support the Society by increasing their sponsorship levels. They also felt that they were not getting due recognition for the funds that they put into the Postgraduate Weekend. Council had also expressed the view that the reasons for holding this meeting were no longer relevant as there was now a surplus of nephrology trainees.

**Moving forward:** Prof Alan Cass draft letter to involve SPEC re: 2015 Nephrology 101 Course and continue with Annabel Martin’s involvement.

**Delegation of Authority**— Discussed in agenda item 6.1

**Sponsorship**— Discussed in agenda item 6.3

**5. Council Matters**

5.1 **Governance Review**

Minutes from the Governance review held on 11th February.

Minter Ellison drove the Governance review, which broached what Council aspirations are and the process of setting up subcommittees. There are three main subcommittees ANZDATA, CARI and AKTN who will all receive $50K funding each this year from ANZSN with the potential for future funding. It was agreed that a Council representative should have membership on the subcommittees.

With the matter of the DNT subcommittee, A/Prof Hilton Gock mentioned Councillors should be reporting back to Council on subcommittee matters even though minutes of the meetings are taken. Subcommittees have been evolving over time and ANZDATA have proven to be the most difficult.

AKTN funding will be starting next year, and no transfer of funds have been made, as Council is waiting on an invoice from AKTN. Organisations usually run around calendar years. The question was asked if AKTN obtains funding from external sources, will ANZSN still be required to fund.

**ACTION:** Circulate AKTN funding letter as FYI.

5.2.1 **Jacquot Fellowships**

There was the need to look into the flexibility with Jacquot funds as presently the process of using the bequest is laborious, with the family having to be approached on each decision. A/Prof
Rowan Walker has been liaising with the RACP regarding the Jacquot bequest. Legal advice regarding the handling of the funds is expensive at $58K, however once this is finalised Council will have the ability to adjust conditions of grants independently and will not have to adhere to the current procedure and obtain family permission with every request.

5.2.2 Enabling Grant
The only amendment which has been recently made is that applicants cannot apply for a second grant.
Moving forward: Clarify when the enabling grant will be advertised and amend application form.

5.2.3 ANZSN Amgen QA Grants Program to be advertised 2014 for 2015
QA program. Amgen has agreed to fund the grants this year but funding will not proceed beyond the current cycle.

5.2.4 ANZSN Travelling Fellowship
For information: This has been advertised- applications close 19th September 2014.

5.2.5 ASN Travel Grants
A record number of applications (25) for this year’s ASN have been received when normally 10-12 grants are given. The aim of SPEC is to give to those deserving and not to reduce the amount given, therefore this year SPEC ranked the applications according to who was more deserving according to income and what stage they are in in their career. Dr Richard Phoon recommended that the usual amount of $2500 be awarded this year, which was agreed by Council.

A/Prof Paolo Ferrari commented Western Australian trainees are eligible for a Professional Development Award allowance and was denied when he wanted to fund out of departmental funds. Council agreed the travel grant awards should be offered on the understanding the applicant is not receiving CME or any other external funds.

ACTION: Award $2500 to those ranked 1 only. Send successful letters.

5.2.6 TJ Neale Award- no discussion
To be advertised late 2014/early 2015

5.2.7 ISN Fellowship Program
Reference was made to letter dated 17th June 2014 from John Feehally, ISN Past President & Core Programs Chairman. ISN is requesting recurrent funding and additional partnership. Presently we have conjoined membership, which gives some benefits to the Society. The Society in currently involved in $150K worth of commitments to AKTN/ CARI and ANZDATA. The Society has significant representation with ISN. Currently the Society supports ISN by top up travel fellowships of those coming to Australia for further training. To qualify for ISN partnership the Society need 60% of our membership to be affiliated with ISN, which the Society currently has. Council agreed at this point in time, the Society is comfortable with the current involvement with ISN. It is necessary to liaise more with Prof Peter Kerr and Prof David Harris over the issue. Moving forward, ANZSN Council will keep providing $10K to the top up fellowship, although the Society does not currently receive formal acknowledgement for the funds. The current Council will be changing due to new members, and it is advised to visit the issue of ISN funding again in the future. Ongoing.

ACTION: Prof Rowan Walker will write reply letter to John Feehally and revisit support of ISN programs at a later date.
5.2.8 Update regarding naming award to honour Shaun Summers
There was previous discussion whether the session and award at 2014 ASM be named in honour of Dr Shaun Summers should be an annual session and award. The Council agreed this should be named after Dr Summers this year only and not in perpetuity.

5.3 ANZSN- APSN, ASN and ISN
5.3.1 Nephrology Journal- Peter Kerr
The Journal’s impact factor continues to rise, and has improved from last year. It has moved to 12 editions per year from eight and has made a small profit. Prof Peter Kerr is in the process of ‘cleaning up’ the editorial board, removing those who have played no meaningful role in recent years. Prof Peter Kerr mentioned the issue with publisher, Wiley, and the abstract books which did not arrive on time for the 2014 ASM. It is believed all journals will go on line in 5-10 years which also saves in production cost.

5.3.2 ASN Forum during ASN Kidney Week- No discussion held

5.3.3 ISN- Report Prof David Harris
Invitation to become member of ISN Regional Boards- Discussed in 5.2.7.
Prof David Harris was welcomed to the Council meeting.

ISN Nexus- ANZSN felt isolated surrounding this meeting and only found out about it by default. There should be a better communication channel. Prof Peter Kerr reported niche groups approach ISN and organise the meetings, which could be why ANZSN was not approached earlier.

ISN has been restructured with Regional boards which aim to instruct ISN regarding what is required in regions and to aid in the implementation of what ISN wants done. It is important ANZSN has a presence in this. ISN recognises communication with affiliated societies thus it is important to have representation. Prof Peter Kerr sits on the board. All other countries need to be represented.

Global outreach program rebadged to ISN programs is a good opportunity for ANZSN to get involved in ISN partnership. Prof David Harris requested ANZSN to consider further partnership through sponsorship where ANZSN could set out region specific criteria which would dictate how ANZSN would like the program to run.

Prof Harris mentioned the ‘0by25’ initiative the aim of which was to ensure that no one in developing countries would die of acute kidney failure by 2025.

ISN education- fairly strong at present and there is the opportunity for ANZSN to become more involved.

**ACTION: Prof Peter Kerr to report regularly to Council re ISN regional boards.**

5.3.4 APSN- report Prof David Harris
Profile of APCN
Under the leadership of Prof Peter Kerr and thanks to the efforts of a large number of ANZ subject editors, authors and readers, Nephrology has achieved another 10% increase in its impact factor. This places it 37th out of 75 nephrology and urology journals. In conjunction with the Japanese Society of Nephrology, APSN co-hosted a very successful CME meeting in Japan
in early July 2014. JSN has been a very generous supporter of APSN CME over the years. Prof Matthew Jose and Dr Craig Nelson are active members of the committee. It is hoped that ANZSN will consider hosting APSN CME in the same fashion. APSN is co-sponsoring ISN global outreach programs (now called ISN), where both the home and host are in the Asia Pacific region.

5.3.5 WCN 2015- No discussion held

5.3.6 WCN 2021- Report Prof Peter Kerr
The World Congress host city consideration has been driven by the Melbourne Convention Centre. The World Congress held in Sydney in 1997 was very successful. All the subsequent meetings in Milan, Vancouver and Hong Kong have also been successful. The Convention centre was contacted directly and are beginning discussions regarding the 2021 meeting. Organising the World Congress meeting requires a large amount of infrastructure and commitment from members of the Society. The past meetings have been considerably profitable with Sydney making $143K in profit. With this in mind, the only host city options would be Melbourne or Sydney, Sydney being remarkably more expensive. It is more than likely bids will be called for in late 2015.

Moving forward: ANZSN is interested in considering hosting the World Congress meeting in 2021. Further discussion with Prof Kerr and discussion with Business Events Sydney should be pursued.

5.4 ANZSN ASM
5.4.1 2014 ANZSN/RSA Renal Week- Melbourne
Update on meeting progress
Dr Matthew Roberts was thanked for all of his work relating to the 2014 ASM. There are separate programs during the joint meeting, however RSA is invited to the first plenary and the History of the Society session. The Presidents dinner cost ~$12K which is over budget, although ex ANZSN presidents were invited to this year’s dinner due it being the 50th Anniversary meeting this year. Council agreed this cost should be considered the Society’s investment into the meeting. The more costly annual dinner was also due to CBD venues close to the Convention and Exhibition centre being more expensive. As background information sponsors requested ANZSN to hold a joint ANZSN/ RSA meeting to reduce costs, this was not seen as appropriate by ANZSN, though in time ANZSN honoured the request. Pfizer pulled out of sponsoring ANZSN. Due to the 2014 joint meeting running at a loss and the ongoing difficulties of organising the meeting, in retrospect it would be advisable to confirm sponsorship money for the meeting before suggestions are honoured.

5.4.1.1 Issues around sponsorship
Organising the 2014 ASM with Arinex proved to be troublesome and sponsorship was ‘challenging’. Communication with Arinex regarding sponsorship caused confusion for industry. The meeting was organised with Arinex as the RSA had worked with them with past meetings and it was thought it would be easier to have the one PCO to arrange the joint meeting.

5.4.1.2 Financial Implications
ANZSN contributed $137K, which would be returned minus any booths and registrations charged for. It is anticipated that there will be ~ $40-50K loss for this meeting, however the final report is yet to be circulated. There will be a meeting held with Arinex during the ASM to discuss outstanding matters and review the organisational process for the 2014 ASM.

It was agreed that the ‘idiots guide’ to organising both the Update Course and the ASM should be updated and that it included clear guidelines regarding dinners.
ACTION: 2014 Meeting to be reviewed, and ‘idiots’ guide to be updated.

5.4.2 2015 ASM Canberra
The selected venue for the 2015 ASM is the new Canberra Convention & Exhibition Centre and the contract has been signed. The contract with the selected PCO has not as yet been signed.

5.4.3 2016 ASM Perth with APCN
A meeting regarding the APSN/ANZSN 2016 meeting is being held at 7.15am Monday 25th August. The format of the 2016 meeting will mirror the ASM. The two meetings will be conjoined. The format proposed are four themes which are dialysis, CKD, transplantation, and Basic Science. There will be scheduled seminars, plenary then a guided poster viewing. The sponsorship prospectus has been prepared. It is essential to ensure the program and speakers are not too bias. The 2016 APSN/ANZSN website is live which includes a message from the President.

There is a need to encourage broader participants to the meeting. One idea is to have key note Nobel Prize laureates as speakers, as they would be very good draw cards to encourage people from outside Australia to attend. There will be typical ANZSN sessions and APSN specific sessions which will not conflict with ANZSN sessions. Focus is on the Update Course and how to make the most of this in 2016. All focus will be on the Asia Pacific region to encourage large numbers of international delegates to the meeting. It was suggested that there could be a ‘meet the expert’s session’ which will again encourage a larger number of attendees to the 2016 meeting.

5.5 2016 ISPD Fiona Brown.
If ANZSN are underwriting the meeting, no one other than ANZSN Council members should be signing contracts.
ACTION: Look at who has signed the contract.

5.6 Workforce Remuneration Issues
Dr Richard Phoon spoke about workforce remuneration and ways of increasing ANZSN membership. Moving forward it would be good to focus on encouraging affiliate membership eg nurses and dieticians. A large number of nurses were at the joint ASM and ideally we would like them to be ANZSN Affiliate members.

6. Treasurers report.
6.1.1 Financial Status

6.1.2 Current Operating Accounts
The ANZSN Main account balance is $128,956.19. The Main Account Business Cash Reserve balance is $700,198.04. Dr Richard Phoon advised there is a need to create higher interest cash reserve accounts.
ACTION: New council look at suggestions re: account interest.

Financially ANZSN is in a comfortable position. There are forthcoming financial commitments to AKTN, ANZDATA and CARI. ANZSN needs to be mindful that there are two future international meetings the Society has committed to.

6.1.3 Investments – status, projections & strategy
Financially ANZSN is in a comfortable position. There are forthcoming financial commitments to AKTN, ANZDATA and CARI. ANZSN needs to be mindful that there are two future international meetings the Society has committed to.

Dr Phoon advised Council that the auditor Colin Marr, from Dock and Associates had resigned due to ill health. ASIC had been notified and had accepted his resignation. Rod Laws from Tinworth & Co had subsequently been appointed as the new auditors and had prepared the current Financial Statements which had been reviewed by Council and were to be presented to the membership at the AGM. Dr Phoon also advised that Sonya Farrawell, from Calculated Analysis, had now been appointed as the official BAS agent and would submit the quarterly reports to the ATO.

6.1.3 Investments – status, projections & strategy
Report from Steve Latham, who joined the meeting by teleconference during the morning session. The current financial documents were circulated with the Council agenda to Council members for review. Steve Latham reported the managed investment account shows $1.47 ml, @ 7% returned rate for the financial year to 30th June 2014, which is below Centric Wealth’s benchmark. Previously ANZSN had adopted a conservative approach. The detailed Centric Wealth model has been working well for a long time and portfolios can be adjusted every quarter accordingly. ANZSN did better than most during GFC, which is positive sign. The Society needs to confirm where it would like to sit and what its objectives are. Steve Latham’s suggested that the Society should at least be in Centric Wealth’s Model ‘B’. Mr Latham indicated that if the Society had moved to the suggested model there would have been a better return. Therefore Mr Latham suggested that the Society should move to Model ‘A’, 52% growth assets which is a 12% portfolio return. It was noted that such a change would be more risky now than two years ago

Dr Richard Phoon commented that the ANZSN Council represents the Society and has a responsibility to manage the funds according to suggestions, how aggressive this is done is something Council needs to agree upon. Dr Richard Phoon asked Steve Latham a series of questions about Centric Wealth being acquired by Financial Index Wealth and Steve Latham indicated that it had been a positive move. He assured Council that the investment into Centric Wealth Property Fund was not an investment into Centric Wealth and was not run by Centric.

Steve Latham’s final recommendation was for the Society to move to Model ‘A’. A/Prof Hilton Gock’s suggestion was to take on the advice from Centric Wealth’s suggestions moving forward, as the most conservative model performs better than where the Society is currently sitting. ANZSN Council agreed unanimously. The refinancing timing now needs to be considered as the market has changed slightly from when initial recommendations were made.

**ACTION:** Council agreed to move to Model ‘A’ Confirmation to be sent to Centric by Aviva Rosenfeld

6.1.4 An ANZSN approach to external funding requests KHA-CARI, AKTN- No discussion held

6.1.5 Tax Exempt Status (June/July Council Meeting Only)- No discussion held

6.1.6 Delegation of Authority
Following the Governance review Dr Phoon had asked, Minter Ellison to prepare a document regarding the ‘Delegation of Authority’ which outlined who can sign contracts as the Society is the entity responsible for liability issues. Dr Richard Phoon suggested the Delegation of Authority documents be ratified which specifies that nothing is signed on behalf of the ANZSN unless it is signed by two members of the ANZSN Council, one whom is an executive. In the present state,
those signing contracts would be held personally liable which is not acceptable to the Society. Council agreed unanimously.

Richard Phoon moved the following motions

(a) It was RESOLVED THAT:

(i) all existing or implied powers or authorities previously delegated to any Subcommittees of ANZSN, or any Member of any such Subcommittees, to deal with (including enter into, terminate, vary and rescind) any contractual relationships for or on behalf of ANZSN are hereby revoked and withdrawn effective from 24th August 2014.

(b) It was RESOLVED THAT:

(i) the Council hereby delegates its power and authority to deal with (including enter into, terminate, vary and rescind) any contractual relationships (Contract) for or on behalf of ANZSN where:

(A) the term of the Contract is no longer than [12 months] in duration; and

(B) the expenditure incurred on behalf of ANZSN under the Contract does not exceed [[$80,000]] (excluding GST), jointly to two Council Members, at least one of whom is an Executive Member of Council (ie the President, President Elect, Honorary Executive Officer or Honorary Treasurer); and

(ii) all Contracts exceeding the limits set out in paragraph (i) above require the consideration and approval of Council.

(c) It was RESOLVED THAT:

(i) the Council hereby delegates its power and authority to make routine purchases up to a limit of [[$1000]] per month (excluding GST) to any permanent employee of ANZSN [in accordance with the guidelines approved by the President].

(d) It was RESOLVED THAT:

(i) Council endorse and approve the New Policy Letter to be circulated to all Subcommittees of ANZSN, and all Members of those Subcommittees.

Proposed- Prof Paolo Ferrari. Second- Prof Alan Cass.
Passed unanimously.
ACTION: Advise sub committees re: important Delegation of Authority changes re: signing contracts.

6.2 Subscriptions
ANZSN, ANZSN/ISN, ANZSIN/ASDIN
ANZSIN- The suggestion was made for a membership fee to be requested from ANZSIN members. There was some further discussion regarding this, however Council did not support the request as there are only a small number of ANZSN/ ANZSIN members. The matter is ongoing.

**ACTION:** A/Prof Nigel Toussaint to write letter to Richard Baer, chair of ANZSIN re membership fee and ask for more information regarding what is the intention for the money.

6.3 Sponsorship- Current Guidelines

2014 Sponsors

With the new sponsorship tiers/ guidelines implemented, the current sponsorship money sits at $434K which was obtained in the previous calendar year. This year, the Society sits at $473K. This figure is very healthy considering Pfizer has withdrawn sponsorship and Baxter amalgamated with Gambro. Fresenius has now upgraded sponsorship to Platinum. For 2015, the current sponsorship guidelines will be maintained, however in 2016 the guidelines will need to be updated. Moving forward to next year, smaller companies should be approached to become Bronze sponsors to increase sponsorship funds. It is necessary to keep regularly meeting with sponsors according to the sponsorship guidelines to work together.

7. Committees, Other Meetings and Reports

7.1 SPEC Report K Polkinghorne

7.1.1 Draft Minutes from SPEC TC 15th May & 12th August face to face TBC

The minutes from the 12th August face to face meeting need to be amended. Final organisation for the ASM is proceeding well, although one of the speakers, Angela Wang, is not able to attend due to family illness and David Johnston, from Queensland, will speak in her place on PD. A speaker does not need to be found for Wednesday as the other sessions will be slightly lengthened, which will fill the time.

This year there were 313 abstracts submitted compared to 243 last year which is a substantial increase and will result in more posters. All aspects of the 2014 has gone to plan, apart from abstract books not turning up on time which Wiley is responsible for, however the Pdf version has been available for a number of weeks.

**ACTION:** SPEC chase compensation for abstract booklets arriving late from Wiley.

7.1.2 PCO Tender for 3 year term

The five shortlisted companies were interviewed. In the final five, there was no previous contact with one of the companies, although ANZSN has dealt with all others in the past.

The final two companies which have been shortlisted are EECW and Conference Design. Both companies’ quotes include the use of an app relating to the meetings. Dr Richard Phoon is in the process of comparing the final numbers for the two companies.

Prof Paolo Ferrari indicated a conflict of interest with EECW as he has worked with them in the past. There is a $50K difference between the two over the 3 years. Presently EECW would cost $235K for three years. Conference Design has quoted less amounts to run the meetings. Prof Ferrari will contact referees and a final decision will be made shortly.

**ACTION:** Prof Paolo Ferrari to obtain references in next two weeks.

7.1.3 Current Members

The list of current members and those leaving and joining the subcommittee was included in the agenda papers on page 621.
Other issues raised by A/Prof Kevan Polkinghorne.

**Travel grants**- SPEC is concerned regarding the high number of members now applying for travel grants. This needs to be limited in some way. A way of doing this was discussed by reducing the number of grants members are able to receive from the Society from three to two. Screening income amounts was also discussed as some trainees are on very low incomes and they should be favoured over applicants on higher incomes. Some current trainees are well paid and have CME allowances. SPECs view is the award winners should get a generous amount to cover all costs rather than awarding more winners for a smaller amount. It is believed that full time employed trainees should not be eligible. The current travel grants which need to be finalised are the 2014 ASN applications. SPEC have ranked them in order according to who they believe is more deserving. Council agreed the Society will award the travel grant to those in group ‘1’, which are PhD students. SPEC will be holding a face to face meeting in December and will discuss the matter of the high number of travel grant applicants further.

**ACTION**: SPEC- Travel grant forms will need to be amended according to new travel grant stipulations which are to be finalised, change limits.

**Education**- A/Prof Kevan Polkinghorne raised the topic of the Nephrology 101 Course which was held in February of this year. SPEC would like to know the future of this meeting, as it was felt that SPEC should have been consulted from the beginning. Prof Walker responded the course was useful and helpful and ANZSN Council supports another meeting to be held next year due to its success and low budget. As it is an educational meeting SPEC should be included in the organising of the Nephology 101 Course, and that Annabel Martin should be involved as it was her initial idea.

**ACTION**: ANZSN should nurture enthusiasm with SPEC re Nephrology 101 Course, Prof Alan Cass write letter to SPEC inviting them to finalise program.

**Chair hand over**- Angela Webster is the Chair elect of SPEC, which will change over in December 2014. She has requested that the previous Chair stay on the committee for 6 months to assist in the hand-over. A/Prof Kevan Polkinghorne indicated that he was happy to stay on for 6 months.

Following A/Prof Polkinghorne’s departure Council indicated that they were not supportive of the extra six months on the committee as the next four months is adequate time to change over Chairs unless there was a particular reason for this request

**ACTION**: A/Prof Nigel Toussaint write letter to A/Prof Polkinghorne indicating Council has not approved the Chair staying past term for handover.

**Shaun Summers Award**- Council agreed that it was appropriate to name the clinical trainee award in honour of Shaun Summers but that it be for this year only. Debbie Summers will attend the prize session which is named in Dr Summer’s honour.

7.2 DNT- Report Steve May
7.2.1 DNT Councillor’s Report

**Interventional Nephrology Credentialing**- The issue of credentialing has been ongoing for some time and as previously mentioned, ANZSN would sign off on certification. At the moment there is no certification process which raises liability issues. ANZSN Council suggested Dr Murty Mantha redevelop a log book which would be suitable in place of credentialing. Dr Steve May reiterated the documents are to advise that trainees have done the procedures and not that they are competent. Prof Rowan Walker advised if ANZSN would like to pursue this they should pay for legal advice, although Dr Steve May felt that ANZSN Council should be responsible for this.

**Ongoing**: There is a need to come to a conclusion re: DNT/ Credentialing as it has been going on for years.
ACTION: A/Prof Nigel Toussaint draft letter to Dr Steve May. ANZSN may not be appropriate body for the credentialing. Council’s suggestion is to develop a more appropriate log book through SAC.

The 2015 DNT Workshop invitations have been sent and a reminder will go out to HOU’s to reply by the due date.

7.2.2 Minutes from DNT Meeting 2nd June (for information)
7.2.3 DNT TOR’s Final to be endorsed. It was suggested that there be the provision to co-opt members as deemed necessary.
Moved: A/Prof Rowan Walker Seconded: Dr Richard Phoon
DNT TOR’s were ratified

7.2.4 KPI Governance
This matter was raised by ANZDATA and will be further discussed at the next Council Meeting.

7.3 RTAC
Reports for information
A/Prof John Kanellis is the chair of RTAC. The meeting largely deals with organ allocation. There is a change in direction. A/Prof John Kanellis is aiming to set up a sub-committee to deal with ongoing issues. The Society has the sense it is remote from RTAC, and the question was raised if there is a need to have formal representation from the society sitting on RTAC, as engagement only gives a selective view which is not advantageous.
ACTION: A/Prof Nigel Toussaint write to A/Prof John Kanellis regarding formal ANZSN representation on RTAC and more info re: state bodies noting NOMs governance committee have been established.

7.4 Home Dialysis Meeting- Report Prof Peter Kerr
The Home Dialysis meeting made a healthy profit with 404 participants. The profit was increased as the Home Dialysis meeting obtained better sponsorship than expected. This could be due to contacting the sponsorship companies very early. Sponsorship companies run different financial years to the Society. On the last day of the meeting there was a debrief with industry representatives who indicated their support for the meeting. A small amount of profit going to RSA.

7.5 NZ Chapter Meeting
7.5.1 Councillors Report
The NZ Chapter is currently chaired by Dr Murray Leikis, elected to this role in 2014 following the resignation of Dr Mark Marshall. Dr Leikis has filled the New Zealand rep position on ANZSN in an ex officio role from February 2014 until formally elected in the 2014 Council election.

New Zealand has a National Renal Advisory Board (NRAB) with broad representation, including physicians, nurses, dialysis physiologists, consumers, managers and ministry of health representatives. Previously the NRAB was chaired by the NZ ANZSN representative. The terms of reference have now changed so that the ANZSN rep is a member on the NRAB and the NRAB Chair is selected from the sitting NRAB Board members. As it happens Dr Leikis is currently the NRAB chair as well.

The main areas affecting the New Zealand Nephrology community currently are:
1. The annual New Zealand Nephrology meeting is to be held on 16/17 October in Christchurch. Last year this returned a profit of ~$8000 which was returned to the ANZSN in addition to the seeding grant. Planning is underway with Vlado Perkovic as an
invited guest. ANZSN has again kindly agreed to provide seeding money ($10K) to the PCO based on the total budget of $26-30K with attendance of 30 to break even, expected 35-40. Sponsorship has not been aggressively sought and we are budgeted to receive nil.

2. Advanced training. There is growing concern in New Zealand that we are currently oversupplied with trainees with limited opportunities for SMO jobs over the next 5-10 years.

3. The current national standards and audits document is due to be revised. These standards are appended to the Ministry of Health Tier 2 Document which is an outline of the basic provision of services that DHBs should provide with respect to renal medicine.

4. PHARMAC. There has been a selection process in 2013/14 for the establishment of a Pharmacology and Therapeutics Advisory Committee (PTAC) Nephrology subcommittee for the purpose of evaluating the clinical use and funding of medicines that directly affect nephrology. The first meeting is scheduled for late 2014.

5. Establishment of a National Renal Transplant Service. This has been a major project of the NRAB as a mechanism to increase the rates of live donation whilst maintaining equity of access to transplantation in all centres. The National Service was announced by the Minister of Health mid 2014 with a small amount of new funding allocated to it. The first meeting of the operational committee is to be held in September 2014. Nick Cross is the inaugural chair of this group and will report to the National Health Board on progress towards targets (to be identified) and the NRAB.

6. CKD – development of a consensus guideline for primary care to integrate the detection and management of CKD with the existing programmes for cardiovascular and diabetes. The document has now been endorsed by the NRAB and work is now going into the implantation of the recommendations.

7.5.2 Creation of NZ Chapter/ Separate bank account
The New Zealand representative on ANZSN has been the Chair of New Zealand renal group and national advisory board and will continue in this manner for the foreseeable future. The role of the New Zealand chapter and its reporting lines is not clear. New Zealand runs its own annual meeting through ANZSN with the aid of seeding grant, as there is no funding of their own. Council agreed ANZSN should provide funding for New Zealand as there is a significant number of New Zealand members with ANZSN. The New Zealand chapter has a good relationship with the Minister of Health in New Zealand. The New Zealand chapter is not formally recognised in the constitution.

ACTION: Request report from Murray Leikis re NZ chapter meeting each meeting. Add NZ Chapter tab to ANZSN website.

7.6 Rural Initiatives-
This group is not presently active, however discussions with Dr May indicated that he wished to reactivate this group. Currently Dr David Rutherford, Chair, indicated that he would also like to ‘revitalise’ the group. Data from the workforce survey suggests there are 20% of Nephrologists in rural areas.

ACTION: Add box on subs so that members can indicate if they are ‘rural’. A/Prof Rowan Walker to respond to Dr David Rutherford.

7.7 ANZSIN- Report Richard Baer
7.7.1 Certification documents for review and decision – previously discussed under 7.2.1

7.8 KHA
A/Prof Mathew advised that the KHA Board had reconstituted itself as the Medicine Advisory Committee and that ANZSN would be invited to sit on the committee to provide advice and that a letter would be forthcoming.

With regard to giving funds to RSA from the Home Dialysis profit A/Prof Mathew suggested that providing the funds should be deferred until after the next Home Dialysis committee meeting.

World Kidney Day- A/Prof Mathew indicated that there should be more prominence given to World Kidney Day in 2015 and a number of initiatives such as involving local press and launching of a ‘kidney bus’ was planned. The theme for 2015 is- ‘Kidney health for all’.

7.9 ANZDATA
7.9.1 Councillors Report
ANZDATA- ANZSN have requested minutes from steering group meetings and are also deliberating about their TORs and deliverables. Council agreed to hold this over until the next meeting. Prof Alan Cass attended the steering group meeting and reported that it was a positive meeting. Ongoing.

A/Prof Tim Mathew reported that he felt that the ANZDATA steering committee are not looking at full picture or more crucial strategic issues for ANZDATA. The development of KPI’s is being discussed with ANZDATA which will need to be ratified by parent bodies.

Moving forward: New Council to look at draft deliverables for ANZDATA in relation to ANZSN funding. On the Council agenda have TORs as a standing item dated and reviewed periodically.

7.9.2 Letter from Matthew Jose & RW reply- not discussed

7.9.3 Deliverable & letter from Steve McDonald as above

7.9.4 ANZDATA Steering Group Report and Minutes- For information

7.10 CARI
Draft TORs CARI- The Governance of CARI was taken on by KHA four years ago. It was thought it would be more appropriate to now do a more formal review and there is a need to continue funding. Funding will come from KHA. Council agreed CARI is value for money. Low funding and late decisions has created instability and lack of job security. A/Prof Tim Mathew is comfortable with the CARI TORs. Prof Rowan Walker is supportive of using funds from DNT for the review.
ACTION: Council to approach DNT re: going ahead with CARI review, suggesting DNT to give $30k.

7.10.1 Letter to Anne Wilson- For information

7.10.2 Proposed review (Draft TOR’s + DNT Funding) – for information

7.10.3 CARI Quarterly Report- Report Martin Gallagher – for information

7.11 ASMR- No discussion held

7.12 RACP
Dr Richard Phoon reported the College has gone through a governance review to reduce 240 committees to a manageable amount. There will be a curriculum review next year and it is a lengthy process. There is the present concern there are too many trainees and there needs to be discussions to look at reducing the numbers.

7.12.1 Adult Medicine Division Council (AMDC)

7.12.2 SAC- No discussion held

7.12.2.1 Mandating of training requirement for acute transplantation
Discussion around the Doodle Poll conducted by Dr Richard Phoon regarding acute transplantation experience (7.12.2.2). This data will be presented at the AGM at the ASM. Further discussion will be held at the DNT meeting next year with possible decision by SAC to revise current recommendations in the nephrology advanced trainee curriculum to be more flexible in relation to exposure to acute transplantation (eg definition of acute transplantation).

7.12.2.2 Doodle Poll re Acute transplantation – no discussion

7.12.3 Letter from the Australian Medical Council
Correspondence from AMC to Prof Rowan Walker was circulated with the Council agenda pages. A/Prof Hilton Gock has asked for a month’s extension to forward a response.

ACTION: A/Professor Nigel Toussaint to reply re: AMC Specialist Training standards

7.12.4 Meeting with RACP President- No discussion held

7.12.5 Lease with RACP- No discussion held

7.13 AKTN
7.13.1 AKTN Councillors Report

7.13.2 AKTN Chair’s Report- Report A/Prof Carmel Hawley
The first two trials have been published. Funding for AKTN remains a problem. ANZSN Council has committed to support AKTN for the next two years and KHA has committed to three years funding. AKTN is currently applying for grants which may assist them with funding. A/Prof Hawley reported that it is difficult to obtain funds from the State Government. There is a core of three staff which costs ~$250 - $300K pa.

7.13.3 AKTN Advisory Board Minutes- for information

7.14 Medicines Australia Stakeholder Forum- Report HG
Report included for information - No discussion held

7.15 Pharmaceutical Matters
Listing of eculizumab (Soliris) - No discussion held

7.16 Education
7.16.1 Kidney School- Report Angus Ritchie & John Saunders
Angus Ritchie was welcomed to the meeting. There is a push to move to on-line learning. The Kidney School website has a new larger server where all educational material will be uploaded eg presentations and new files. The Society would also like to move into video podcasts and interactive webinars. At other meetings, a CD of the presentations are available to purchase the
following day, which would also be ‘passive income’ for the Society. This would only be available to members, thus encouraging more members to ANZSN.

There are currently 190 people on the email list. The current issues are that the governance has been moved to ANZSN. The role for Kidney School is now a little uncertain as it is state specific. Kidney School is asked to report to ANZSN and has done so but to date, no feedback has been heard.

The question was asked would Kidney School ever be governed by SPEC. Kidney School is successful and valued however there is a problem of where does it fit in. Kidney School has always had sponsors but two regular sponsors have withdrawn and the forecast is that this will continue as an ongoing issue.

Obtaining funds out of College is difficult. The common thought is that Kidney School should continue under the umbrella of the Society and involve SPEC.

ANZSN Council suggested for SPEC to take up discussions with Kidney School and liaise about a way forward. SPEC has interstate involvement, with a coordinator with each state. Kidney School will look at other models, bring educational actives together with SPEC. SPEC communicated they look at Basic Science whereas Kidney School is Clinical.

**ACTON:** A/Prof Nigel Toussaint to write to SPEC and suggest liaising with Kidney school and to provide input with content. Migrate old ANZSN to new Kidney School site.

**Moving forward:** There is a need for Kidney School to have a clearly defined role and position.

7.16.2 Nephrology 101
Previously covered in Item 4.

7.16.3 Continuing Education and Involvement in Transplantation for Nephrologists - Letter from Steve Chadban

**ACTION:** Council agreed to refer this matter to SPEC.

### 8. Operational Matters

8.1 Liabilities and Insurances- No discussion held

8.2 Communications and notices- No discussion held

8.2.1 Website- No discussion held

8.2.2 Update/Newsletters/Annual Report- No discussion held

8.2.3 Social Media
Linked in and twitter newly have been set up for future group discussion to be held.

8.3 Society Office/ Staff Matters
Aviva Rosenfeld and Anna Golebiowski were asked to leave the room for this discussion.

### 9. Membership

9.1 Approve new Members (15)
Fifteen new members were approved on the proviso that all proposers are current financial members.

9.2 Members Resignations/ Death Notices
9.2.1 Note resignations (10)
Ten resignations were noted.

9.2.2 Death notices- No discussion held

9.3 Honorary Members
Aviva Rosenfeld advised that it was normal practice to invite the overseas invited speakers to become Honorary Members of the Society.

**ACTION:** Ms Aviva Rosenfeld to draft letters to invite overseas invited speakers to become honorary members of ANZSN.

9.4 Life Members- No discussion held

10. General Business- No discussion held

11. Correspondence
11.1 Letters sent/ received- No discussion held

12. Next meeting

A/Prof Rowan Walker thanked all outgoing members for their hard work and contributions while with the ANZSN Council. He also thanked the Committee chairs and others for attending the meeting, and the ANZSN Office staff Ms Aviva Rosenfeld and Ms Anna Golebiowski for their hard work.

**ACTION:** Send out poll to Council members re: October/ November meeting which will be a face to face meeting in Sydney with the new Council.

There being no other business the meeting closed at 5pm.

________________________________________________________________________

Professor Alan Cass  A/Prof Nigel Toussaint
President  Honorary Executive Officer
<table>
<thead>
<tr>
<th>Item</th>
<th>Who</th>
<th>Action</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.4.3</td>
<td>AC</td>
<td>Draft letter to SPEC re sponsored lunches</td>
<td>Action Points from Previous meeting 2014.3 27th May</td>
</tr>
<tr>
<td>7.16.1 Neph 101</td>
<td>AC</td>
<td>Draft letter re: SPECs involvement in Neph 101 meeting</td>
<td>On hold</td>
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</table>

**2014.4 ACTION POINTS**

<table>
<thead>
<tr>
<th>Item</th>
<th>Who</th>
<th>Action</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Governance Review</td>
<td></td>
<td>Clarify AKTN length of funding as FYI. Circulate letter</td>
<td>In agenda</td>
</tr>
<tr>
<td>5.2.2</td>
<td>AR</td>
<td>Enabling Grant to be advertised, October</td>
<td>On going</td>
</tr>
<tr>
<td>5.2.5 ASN TG</td>
<td></td>
<td>Award $2500 to those ranked 1 only. Send successful letters.</td>
<td>completed</td>
</tr>
<tr>
<td>5.2.7 ISN</td>
<td>RW</td>
<td>- To write letter re ISN meeting, to remain at current level of involvement. Relook again in future &lt;br&gt;- Peter Kerr to report regularly</td>
<td>On going</td>
</tr>
<tr>
<td>5.3.6 WCN 2021</td>
<td></td>
<td>ANZSN is interested in considering hosting the World Congress meeting in 2021. Further discussion with Prof Kerr and discussion with Business Events Sydney should be pursued.</td>
<td>On going</td>
</tr>
<tr>
<td>5.4.1.2</td>
<td></td>
<td>2014 Meeting to be reviewed, and ‘idiots’ guide to be updated.</td>
<td>On going</td>
</tr>
<tr>
<td>5.5 ISPD</td>
<td>AR</td>
<td>ISPD check to see who signed contract.</td>
<td>On going</td>
</tr>
<tr>
<td>6.1 Financial status</td>
<td>AR</td>
<td>- Ask Steve Latham for full detailed report re shares &lt;br&gt;- Send letter re model ANZSN will now follow re financing</td>
<td>completed</td>
</tr>
<tr>
<td>6.1.2</td>
<td>DM</td>
<td>New council look at suggestions re: account interest.</td>
<td>completed</td>
</tr>
<tr>
<td>6.1.6 DOA</td>
<td></td>
<td>Advise sub committees re: important changes re: Delegation of Authority.</td>
<td>On going</td>
</tr>
<tr>
<td>6.2 Sub committees- ANZSN</td>
<td>NT</td>
<td>Write letter to Richard Baer, Chair of ANZSIN re membership fee and ask for more information regarding what is the intention for the money.</td>
<td>On going</td>
</tr>
<tr>
<td>7.1 SPEC</td>
<td>NT</td>
<td>- Is there a particular reason for the request for Chair to remain for a further 6 months. Council does not approve of 6 month extension for handover &lt;br&gt;- Late abstract books, chase compensation &lt;br&gt;- Amend travel grant forms to change application limits &lt;br&gt;- Write to SPEC and suggest liaising with Kidney School and to provide input with content.</td>
<td>On going</td>
</tr>
<tr>
<td>7.1.2 PCO</td>
<td>PF</td>
<td>Obtain references re: 2x companies shortlisted</td>
<td>completed</td>
</tr>
<tr>
<td>7.2 DNT</td>
<td>NT</td>
<td><strong>Credentialing. Need to come to a conclusion.</strong>&lt;br&gt;- Develop log book with SAC &lt;br&gt;- Reply to SM, ANZSN not appropriate body for credentialing.</td>
<td>On going</td>
</tr>
<tr>
<td>7.3 RTAC</td>
<td>NT</td>
<td>- Write to John Kanelis re ANZSN representation on NOMs Governance committee</td>
<td>On going</td>
</tr>
<tr>
<td>7.5 NZ Chapter</td>
<td>ML</td>
<td>- Request report from each chapter meeting &lt;br&gt;- Ask NZ Chapter how to engage with KHA NZ &lt;br&gt;- Add NZ chapter to website</td>
<td>In agenda</td>
</tr>
<tr>
<td>7.6 Rural Group</td>
<td>RW</td>
<td>Respond to David Rutherford worthwhile activating the group &lt;br&gt;- Add box on subs so that members can indicate if they are ‘rural’.</td>
<td>On going</td>
</tr>
<tr>
<td>7.7 ANZSIN</td>
<td>NT</td>
<td>Reply to Richard Baer re recommendation of ANZSIN fee, not going ahead</td>
<td>On going</td>
</tr>
<tr>
<td>7.10 ANZDATA</td>
<td>NT</td>
<td>- TOR’s and draft deliverables to be reviewed by new Council. &lt;br&gt;<strong>TORS with all subcommittees will be a standing item on the agenda AG</strong></td>
<td>On going</td>
</tr>
<tr>
<td>7.10 CARI</td>
<td>NT</td>
<td>Agreed to funding of review up to $30K. Letter to go to DNT</td>
<td>On going</td>
</tr>
<tr>
<td>7.12.3 AMC</td>
<td>AC</td>
<td>Letter received re accreditation 1 month extension to respond by 26th Sept. Letter re: accreditation.</td>
<td>On going</td>
</tr>
<tr>
<td>7.16.3</td>
<td>NT</td>
<td>Continuing Education and Involvement in Transplantation for Nephrologists- Council agreed to refer this matter to SPEC.</td>
<td>On going</td>
</tr>
<tr>
<td>9.3 Honorary members</td>
<td>AR</td>
<td>Draft letters to invite honorary members to ANZSN.</td>
<td>completed</td>
</tr>
<tr>
<td>12 Next meeting</td>
<td>AG</td>
<td>Send out poll to Council members</td>
<td>completed</td>
</tr>
</tbody>
</table>