



**UNCONFIRMED**

Minute of the **Annual General Meeting** held in the College on Friday 7 December 2018 at 1630hrs

**Present**

The President welcomed all Fellows and Members present and those in attendance including;

<b>Steve Graham</b>	Chief Executive Officer
<b>Linda Irvine</b>	Deputy CEO; Head of Membership & Global Engagement
<b>Muir Brown</b>	Deputy Head of Membership and Governance
<b>Heather Ferguson</b>	Finance Director
<b>Valerie Hogg</b>	Head of Examinations and Assessments
<b>Ashleigh McCulloch</b>	Deputy Head of Education, Training and Professional Development
<b>Gillian Donald</b>	Audit Partner, Scott-Moncrieff Accountants
<b>Gillian Harkness</b>	Senior Associate, Burness Paull LLP

1.	<b>Apologies and Intimations</b>	<u>Action</u>
	<p>The President noted that apologies had been received by 26 Fellows and Members.</p> <p>The President asked everyone to be upstanding to remember the 50 Fellows and Members of the College whose deaths were notified to the College during the year October 2017 to November 2018.</p> <p>The President noted that a total of 1,009 new Fellows and Members were admitted to the College during the 12 months to the end of September 2018. In addition, 71 members were elevated to fellowship and we welcomed 9 new Honorary Fellows. He explained that the total College membership had increased by 2% to 14,294 and the total core membership (excluding student and affiliate members) had also increased by 2% to 12,036.</p>	
	<p><b>2. Minutes of Annual General Meeting held on Friday 1 December 2017</b></p> <p>The President asked if the minute of the last AGM was a true record of the meeting. This was approved.</p>	
	<p><b>3. Matters arising from the Minutes</b></p> <p>There were no matters arising from the minutes.</p>	
	<p><b>4. President's Report</b></p> <p>The President reflected on his three years as President, noting with satisfaction that all the objectives he had set out at the beginning of his tenure had been realised to a greater or lesser extent. Membership has grown by 11.5% in that period and by 6.8% in the last year alone. The College now has a far greater footprint on social media with 13,000 followers on Facebook and 6,000 on Twitter. During 2018, the website has had 1.4 million views with 250,000 users and 10,000 logins. The busiest ever day was recorded in January following the President's response to the Bawa-Garba case.</p> <p>In Education, the Academy of Clinical Educators (ACE) has started to fulfil its promise in supporting volunteer faculty by developing their skills and delivering a wider portfolio of courses. During 2018, the College offered 138 courses and conferences, delivered by over 1,000 faculty, and attended by 4,400 people. Nearly 22,000 CPD points were awarded and over 2,200 elearning modules were completed. Flagship events included Medicine 24, GESTS, the Cardiology and Orthopaedic and Trauma symposia, as well as the biannual Global Health conference. In addition, the College established a series of President's lectures covering topics such as global surgery, medical negligence manslaughter and the President's own talk entitled, <i>Enigmata ad infinitum</i>.</p> <p>The President noted that Council had invested heavily in the College buildings with a major refurbishment programme, which has produced a state of the art clinical skills suite with a licence to conduct hi-fidelity simulation using cadaveric materials, as well as a new recording studio supported by the William and Elizabeth Davies Trust. This studio allows us to edit and publish excellent, high</p>	

quality digital material.

Professor Galloway paid tribute to the young and energetic Heritage team who have made great use of the exhibition space and dramatically ramped up activity and made a real impact in the digitised world. Highlights from the last year include the celebration of the life of Joseph Lister, and the current exhibition, *Our Science and Art: Visualising the Human Body*.

The President also noted the increased activity in political engagement thanks to the public affairs and communications team with high profile responses by the College on a range of issues, including junior doctors, global health, medical negligence and antimicrobial resistance.

The College's new philanthropic fund, the HOPE Foundation, is now fully operational and actively involved in fundraising and grant making. Elsewhere, the President reported on the strong academic partnership with Sri Ramachandra University in Chennai, India, where the College has now established an office.

Prof Galloway noted that today represented an important historical milestone for the College with the investiture of the first female President. The College would be in very safe hands and he wished her and the incoming Council all best wishes for the future

In conclusion, the President also thanked all College staff for their support and, in particular, his PA, Mrs Sandra Clearie.

**5. Chief Executive Officer's Report**

Dr Graham presented the College's first ever online digital Annual Report for 2018, celebrating the College's success and achievements over the last 12 months. These include the continued growth in membership across 87 countries worldwide and across all 5 Faculties of the College, with member retention holding strong at around 94%. Engagement with our membership has increased through greater use of social media, the website, regular blogs and our public affairs and policy work. Dr Graham reported on the work that is being done to reinforce and re-energise the College Purpose and Values, making sure these sit at the forefront and bind our global community together.

2018 saw the highest ever number of exams candidates – 3,842 in total, across 43 centres worldwide. Some 45% of our examination assessment is now undertaken outside the UK with new centres opening in Hong Kong (MFDS), India (MRCS and MFPM) and Malta (FRCS Ophthalmology). New strategic partnerships have been forged with Sri Ramachandra University in Chennai, India, the College of Surgeons of Sri Lanka and the Hong Kong Dental School. In the UK, Dr Graham reported on the huge effort that the College had put into the medical, surgical and dental intercollegiate partnerships, ensuring that this College's contribution has greater recognition. Medical and dental exam candidates in the UK have increased and work has been undertaken to recover the number of surgical candidates.

Dr Graham announced that the College now enjoys over 60 partnerships nationally and internationally, with our profile and reputation growing as a result. Our increased voice in public affairs and policy matters has meant we have been more active in decision making debates such as consenting, Brexit and global citizenship. Dr Graham reported on the launch of the new membership magazine, VOICE, a monthly President's bulletin and regular education and exams updates to members.

The College is now utilised more than ever with over 2,000 activities recorded since the completion of the recent refurbishment, which has also allowed our historical artefacts to be displayed more prominently. 1599 Ltd has taken over 200 bookings to support our core activities and during this time some 11,000 people have visited the College.

Dr Graham explained that the Trustees have invested in a variety of new ventures leading to the increases in membership, examinations and educational activity. However, costs have grown faster than income, resulting in an operational deficit. Council has approved a plan to return the College to a balanced budget position over the next 3 years and a review of the overheads and operating structure is currently underway to allow the agreed strategy to be pursued in a more agile and

responsive way.

In closing, Dr Graham paid tribute to the community of clinical volunteers who have contributed almost 4,000 days in the past year to ensure the College can function effectively. In particular, Dr Graham thanked David Galloway, who, as President over the last 3 years, has overseen and supported all the achievements outlined in this report and has led the College with distinction.

**6. Annual Financial Statement: Report by the Honorary Treasurer**

Dr Rajan Madhok explained that copies of the full audited accounts for 2017/18 are available for inspection. The Treasurer noted that College income had increased slightly from the previous financial year to a total of £5.5million. However, expenditure had also risen, more steeply, and was now sitting at £7.4 million. This is due to several factors, most notable staffing costs as a result of the recent investment in human resources.

The resulting operational deficit is in line with the 5 year forecast, which anticipates that the College will return to an operational surplus by 2022/23. The Treasurer noted the financial performance of the other medical and surgical Royal Colleges for comparison.

The College's investment portfolio continues to perform well with a value in excess of £23 million. Dr Madhok thanked Ms Heather Ferguson and the finance team for their outstanding work. He also paid tribute to Mr Ian Anderson, Chair of the Investment Committee, Mr Mark Allison, Chair of the Finance, Audit and Remuneration Committee, as well as the team at Scott-Moncrieff in their role as College auditors.

**7. Report by the Vice President (Dental) on the Faculty of Dental Surgery**

Professor Graham Ogden reported that the Dental Faculty had seen an increase in membership of 33% over the last 3 years. Most of this increase can be attributed to the success and popularity of the MFDS examinations. Supporting this has been the developments made to our education provision with elements of both the Part 1 and Part 2 courses now online, and a new exam centre has now opened in Hong Kong, which is proving very attractive to students in SE Asia. The current Dean Elect and Director of Examinations, Andy Edwards, has been actively exploring opportunities and helping expand our presence in India and China with marked success and I would like to thank Andy, our international advisor in Hong Kong, Walter Lam, and all the team responsible for the successful delivery of our MFDS exams around the world.

The Dental Faculty continues to administer the Intercollegiate Specialty Fellowship Examinations (ISFEs) and acts as Chair of the Specialty Fellowship Examinations Executive (SFEE), which will be conducting a review of the structure of the examinations based on the findings of a report. It is hoped the restructure will result in a reduction in the cost of running the exams.

The dental education team, under the clinical leadership of Jimmy Boyle, has ensured a full programme of events, including our annual TC White symposium, which this year focused on special care dentistry, the continuation of the popular Top Tips courses and a new series of webinars, which was launched recently.

Prof Ogden reported that Lynnsey Crane returned from maternity leave in 2018 as Director of the Dental Membership & Global Engagement Board and will oversee the various workstreams established to deal with the workload of this Board. A new focus on recruiting GDPs to membership of the Faculty got underway this year and will continue into 2019. The new member network of Dental School Tutors joined the existing Regional Advisors at the College Networks meeting in April to agree a workplan which will complement the Faculty's strategic plan.

The Dental Faculty remains active in responding to consultations, thanks to the work of our Honorary Secretary, Helen Patterson, and the College Public Affairs Manager, John Fellows. One such which gained a lot of media publicity was in response to the Scottish government's consultation on school meals. This year we also appointed our first Ben Walton scholarship in oral cancer, which attracted an incredible 33 applications

Prof Ogden reported that the Faculty welcomed 2 Honorary Fellows in the past year – Prof Paul Speight for his contribution to dentistry in Scotland, and Prof Jon Shepherd for his extensive work in trauma and violence reduction. Both were honoured at the College Admission Ceremonies. The winner of the President’s Medal in 2018 was Karyn McCluskey for her role in establishing the Violence Reduction Unit. This is the second year in a row that the Dental Faculty’s nominee has won this award.

At the Dental Faculty AGM in October, members approved the proposal to amalgamate the Dental Office Bearers group and Dental Council into a single Dental Executive Board. This will ensure greater efficiencies, including a 50% reduction in meetings over the year.

In conclusion, Professor Ogden thanked all College staff and Office Bearers for their support to the Faculty during 2018.

**8. Report by the Dean of the Faculty of Travel Medicine**

Mrs Jane Chiodini reported on a busy year for the Faculty which included 3 educational meetings, 2 iterations of the Foundation in Travel Medicine course as well as the Diploma course which began in May and resulted in 24 candidates sitting the MFTM examination in December.

As Faculty Dean of only two months, Mrs Chiodini set out her vision for the Faculty over the next 3 years. The key focus will be on standard setting and will include updating and re-publishing the Faculty’s recommendations document, first produced in 2012. Mrs Chiodini noted that standards in travel medicine were under threat in a challenging NHS environment. GPs in Scotland have voted travel health provision out of primary care from 2021 and the current Vaccine Transformation Programme will decide how such a service will be managed in the future. Service provision is also being reviewed by Public Health England, so the Faculty’s work and experience on standards will be critical in order to shape the new governance arrangements.

Mrs Chiodini reported on the latest government statistics which show that cases of female genital mutilation have more than doubled in the UK over the past year to nearly 2,000 known cases, although this is probably just the tip of the iceberg. Most of these are children under 18 years old who could be identified as part of a pre-travel health consultation. The Dean noted that the Faculty has developed and recently launched an elearning module to help all travel medicine practitioners gain confidence to ask the right questions and tackle this issue during their clinic appointments. The module is a unique piece of work and has been warmly received by travel health specialists. Mrs Chiodini paid tribute to the authors of this module and to College staff for their support in its production and publicity.

A series of travel health educational roadshows is being planned around the UK, providing opportunities to mentor younger practitioners and enable them to take on leadership roles. The Faculty’s magazine, Emporiatics, will go online from early 2019 with a revamped focus on articles designed to engage and keep travel medicine practitioners up to date. Both activities are expected to attract new members to the Faculty.

The Dean thanked all Executive Board members and staff for their support during the year.

**9. Report by the Dean of the Faculty of Podiatric Medicine**

This year’s Dean’s report was delivered by the Vice Dean, Mrs Christine Skinner. Mrs Skinner confirmed that the Faculty strategic plan had been agreed in line with College objectives and is both ambitious but achievable. The Faculty Executive Board now incorporates the Educational Board as part of the wider consolidation of the College governance structure.

The Dean and CEO visited the College of Podiatry in London, at which they agreed to strengthen co-operation and extend the existing MOU. They also opened dialogue with the regulatory body, the HCPC, and signalled the Faculty’s intention to respond to national consultations relating to podiatry.

This year’s undergraduate symposium was delivered in Glasgow and Northampton with live web streaming to Cardiff and Malta. The Faculty’s elearning resource has been expanded and the first research award will be announced at the next Faculty AGM. The University of Malta undergraduate

podiatry programme is the first to be endorsed by the Faculty. Four other university degree programmes are to be evaluated.

The Faculty has continued with its successful Foot Pathology programme in Chennai, India. Two full cohorts have been recruited and local clinicians are now delivering the clinical component of the programme. It is hoped to expand this to Andhra Pradesh and West Bengal.

The Faculty now has 316 members across 18 countries and earlier this year welcomed its first Honorary Fellow

The Dean thanked all College staff for their support during the past year, in particular Linda Irvine and Leigh Burns.

#### 10. Proposed Amendments to the Regulations and Bye Laws

The Registrar introduced the proposed amendments to the Regulations and Byelaws.

Dr Neilson read out the proposed amendments as detailed in Resolutions A-D in the agenda and the rationale behind these proposals.

Resolution A was proposed by Emilia Crichton and seconded by Jonathan Hannay.

Resolution B was proposed by Andy Edwards and seconded by Peter Chiodini.

Resolution C was proposed by Beverley Bergman and seconded by Stuart Baird.

Resolution D was proposed by Abhay Rane and seconded by Alex Vesey.

The Registrar thanked Muir Brown for compiling and drafting the proposed amendments.

#### 11. Election of Office Bearers and Members of Council

##### a) Honorary Treasurer

The President announced that 1 nomination was received for the post of Honorary Treasurer and that Dr Rajan Madhok has been duly elected to serve for a second term of 3 years.

##### b) Honorary Librarian

The President announced that 1 nomination was received for the post of Honorary Librarian and that Dr Morven McElroy has been duly elected to serve for a first term of 4 years.

##### c) Ordinary Councillor (Surgeon) <10 years GMC registration

The President announced that 3 nominations were received for the post of Ordinary Councillor (Surgeon)<10 years GMC registration. A ballot was conducted, and Mr Robert Anderson has been duly elected to serve for a first term of 4 years.

##### d) Regional Councillor (Surgeon) working outwith Scotland

The President announced that 3 nominations were received for the post of Regional Councillor (Surgeon) working outwith Scotland. A ballot was conducted, and Mr Abhay Rane has been duly elected to serve for a second term of 4 years.

##### e) Regional Councillor: Scotland West

The President announced that 3 nominations were received for the post of Regional Councillor – Scotland West and that Dr Hilary Wilson has been duly elected to serve for a first term of 4 years.

The President thanked all those demitting office from College Council namely:

- Mr Roy Miller for his 6 years' service as Honorary Librarian
- Mr Alex Vesey for his 3 years' service as Ordinary Councillor (Surgeon) <10 years GMC registration
- Dr Martha Quinn for her 1 year service as Regional Councillor Scotland West

The President invited all the newly elected Council members present to come forward and sign the College Electoral Register.

<p><b>12.</b></p>	<p><b>Investiture of New President</b></p> <p>The outgoing President, Prof David Galloway, invited Prof Jackie Taylor, the first woman in the history of the College, to step forward and accept the President’s chain of office and gown.</p> <p>Prof Taylor paid tribute to Prof Galloway for his many achievements in office over the last 3 years, during which time the College has continued to grow and become highly respected, both nationally and internationally. She thanked the membership for electing her and said it was a great honour to be the first woman President of such an eminent institution.</p> <p>Prof Taylor presented Prof Galloway with the Past President’s badge and confirmed the full list of College Office Bearers for 2019.</p>	
<p><b>13.</b></p>	<p><b>Appointment of Auditors</b></p> <p>The President proposed that Scott-Moncrieff Accountants, represented today by Gillian Donald, be re-appointed as the auditors of the College. This was agreed and seconded by Dr Roddy Neilson.</p>	
<p><b>14.</b></p>	<p><b>Appointment of Clerk and Legal Advisor</b></p> <p>The President proposed that Burness Paull LLP, represented today by Gillian Harkness, be re-appointed as Clerk and Legal Adviser for the following year. This was agreed and seconded by Mr Drummond Mansbridge.</p>	
<p><b>15.</b></p>	<p><b>Any Other Competent Business</b></p> <p>There were no other items of competent business.</p>	
<p><b>16.</b></p>	<p><b>Date and Time of next AGM</b></p> <p>The President confirmed that the next AGM would take place on Friday 6 December 2019 at 4.30pm.</p> <p>The President declared the meeting closed and invited all Fellows and Members to sign the attendance book and stay for a drinks reception in the Lower Library.</p>	