



**UNCONFIRMED**

Minute of the **Annual General Meeting** held in the College on Friday 6 December 2019 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>Valerie Hogg</b>	Head of Examinations and Assessments
<b>Muir Brown</b>	Deputy Head of Membership and Governance
<b>Elaine Mulcahy</b>	Deputy Head of Marketing and Communications
<b>Jennifer Crozier</b>	Deputy Head of Education, Training and Professional Development
<b>Ross McGregor</b>	Deputy Head of Heritage
<b>Natalie Breslin</b>	Senior Audit Manager, Scott-Moncrieff Accountants
<b>Gillian Harkness</b>	Senior Associate, Burness Paull LLP

		<u>Action</u>
1.	<p><b>Apologies and Intimations</b></p> <p>The President noted that apologies had been received by 35 Fellows and Members.</p> <p>The President asked everyone to be upstanding to remember the 35 Fellows and Members of the College whose deaths were notified to the College during 2019.</p>	
2.	<p><b>Minutes of Annual General Meeting held on Friday 7 December 2018</b></p> <p>The minute of the last AGM was approved as a true record of the meeting without amendments. This was proposed by Richard Hull and seconded by Abhay Rane.</p>	
3.	<p><b>Matters arising from the Minutes</b></p> <p>There were no matters arising from the minutes.</p>	
4.	<p><b>Chief Executive Officer's Report</b></p> <p>Dr Graham reported that core membership of the College had grown by 4% in the year to April 2019. A total of 1,142 new Fellows and Members were admitted to the College in the same period. Total membership now stands at 14,590 across 92 countries.</p> <p>The CEO praised the College's Fellows and Members for the many hours of volunteering they have put in to support education, examinations, membership engagement, public affairs, international development, and heritage. Some 2,000 members are actively involved in College communities; these include regional advisors, college tutors, examiner panels, the mentorship and buddy programmes, trainees' committee, policy network and the senior fellows' club.</p> <p>The CEO demonstrated the extent to which the College influences a wide range of medical, surgical and dental intercollegiate bodies and activities. A new joint dental ISFE team has now been established within the College.</p> <p>Dr Graham reminded members of the College's values (community, integrity, innovative, inspiring and inclusive) and announced that an organisational framework has been developed to ensure all College staff and volunteers uphold these values and behaviours.</p> <p>In the last year the College welcomed almost 6,500 people to 181 conferences and courses delivered by over 1,200 trainers and teachers. More than 26,000 CPD points were awarded and over 3,000 e-learning modules were downloaded. A total of 3,784 exam candidates sat 23 exams at 39 centres, supported by over 1,000 examiners.</p> <p>Dr Graham announced that the College awarded over £60,000 in scholarships and responded to</p>	

nearly 500 requests for membership verifications. Use of the Library Reading Room increased by 50% and over 1,000 library related enquiries were supported. Voice, the new members' magazine, was launched and the College responded to 28 consultation requests and hosted 4 President's leadership lectures. Over 1,500 people attended heritage events during the year and over 11,000 accessed the exhibition, 'Our Science and Art – Visualising the Human Body'.

The HOPE Foundation gave out over £33,000 in grants to 7 projects across the UK and abroad, while the commercial company, 1599 at the Royal College, grew turnover to almost £369k by holding nearly 200 events and entertaining 11,000 visitors.

Across the College's five disciplines, Dr Graham reported the following achievements:

#### Medicine

- Influence, stability and growth within the Federation of Medical Royal Colleges
- Growth in UK PACES/MRCP candidate numbers
- Success of Critical Care Updates, Interactive Cardiology, Medicine 24 and Glasgow Gastro
- 43 MTI placements

#### Surgery

- New UK and Indian MRCS exam centres
- 7 international FRCS Ophthalmology exam centres
- Cadaveric licence secured for Macewen Skills Centre
- Regional centre for Basic Surgical Skills
- Collaboration with College of Surgeons of Sri Lanka

#### Dental Surgery

- MFDS exam established in Hong Kong
- M(Orth) exam held in India
- Webinar series launched covering all dental specialties

#### Travel Medicine

- Launch of new online Emporiatics education hub
- 6 educational roadshows across the UK
- 9 new regional advisors recruited
- Raising awareness of FGM among the travel medicine community

#### Podiatric Medicine

- Renewal of the Memorandum of Understanding with the College of Podiatry
- Meeting with members of the American Board of Podiatric Medicine
- Prof Peter Cavanagh became the Faculty's second Honorary Fellow

### 5. **Annual Financial Statement: Report by the Honorary Treasurer**

Dr Rajan Madhok explained that copies of the full audited accounts for 2018/19 are available for inspection on the website and in the Lower Library. The Treasurer noted that College income (excluding investment dividends and other trading income) had increased by 7.3% from the previous financial year to a total of £5.9million. However, expenditure had risen more steeply, and was now sitting at £8.82 million. The College's financial position was helped by a net gain on investments of £1.25 million, resulting in an overall operating deficit of £598k.

This deficit is in line with forecast and the Treasurer assured members that the College will return to a breakeven position by 2021/22. The value of the College's investment portfolio has dipped to just over £18 million. This is because money has had to be drawn down to allow essential refurbishments to be carried out. The Treasurer noted the financial performance of the other medical and surgical Royal Colleges for comparison.

Dr Madhok thanked the College's Finance Director, Ms Heather Ferguson, the Chair of the Finance, Audit and Remuneration Committee, Mr Mark Allison, as well as the team at Scott-Moncrieff in their role as College auditors for their support.

## 6. 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-G in the agenda and the rationale behind these proposals.

Resolution A was proposed by Lawrence McAlpine and seconded by Beverley Bergman.

Resolution B was proposed by Richard Welbury and seconded by Matthew Walters.

Resolution C was proposed by Peter Chiodini and seconded by Beverley Bergman.

Resolution D was proposed by Peter Chiodini and seconded by Beverley Bergman.

Resolution E was proposed by Abhay Rane and seconded by John Camilleri-Brennan.

Resolution F was proposed by Peter Chiodini and seconded by Robert Ashford.

Resolution G was proposed by Richard Welbury and seconded by Abhay Rane.

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

## 7. President's Report

The President reflected on her first year in office and the outstanding contributions made by Fellows, Members and College staff who have made such an impact in helping to work towards the strategic goal of becoming the 'Go To Royal College'.

Prof Taylor reminded members of the essential role the College plays in setting standards for examinations and assessments, delivering education, training and CPD, and providing mentorship and support for the profession.

The President reported on the College's successful positioning project, which aimed to ensure the profession and the public have a clearer understanding of 'who we are and what we stand for'. Members have contributed to the project by sharing their stories of what matters to them and the faces of these members have become the faces of the College across the website and other communication channels.

Prof Taylor updated members on her 4 key areas of priority, namely workforce, wellbeing, inclusivity and engagement. Working groups have been set up to address all these issues with much progress achieved to date.

The workforce group has been active in influencing policy and identifying solutions to current workforce shortages. This has included:

- a problems and solutions report in conjunction with the Scottish Academy of Medical Royal Colleges
- hosting the launch of the annual physicians' census
- speaking out on the need to reform the pensions tax system for consultants

The wellbeing group has been promoting positive actions to improve wellbeing, including:

- the Making Life Work Better conference
- production of a Little Book of Wellbeing written by, and for, healthcare professionals
- the Season of Good Wellbeing campaign
- a review of development of the mentorship and buddy schemes

Actions from the inclusivity group include:

- a women in leadership celebration attended by a number of high profile women in leadership roles
- development of a Leadership Development Programme for women in partnership with the University of Glasgow
- the commencement of work on an equality, diversity and inclusivity policy for the College

Engagement cuts across everything the College does and examples of work in this area include:

- establishing a membership engagement team who are regularly out connecting with our

- members and potential members and raising the profile of the College
- re-energising the UK member networks following a successful recruitment campaign
- showcasing the diversity of our membership through the Who We Are campaign
- launching the new Fellowship pin as a mark of pride and standing of our Fellows

Outside of the key priority areas, work has continued on the College's global health agenda. This has included ongoing delivery of the MTI and Livingstone Fellowships programmes, support for refugee doctors in Scotland and to the College of Surgeons of East, Southern and Central Africa (COSECSA). The College has also worked in partnership with the Scottish government and the University of Glasgow to help establish the first dental school in Malawi. The College's HOPE Foundation has helped to fund the Winter Shelter in Glasgow and diabetic foot management training in Malawi.

The President thanked College Council, Fellows, Members and staff for their commitment, contributions and unwavering support.

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

### a) Vice President (Medical)

The President announced that 1 nomination was received for the post of Vice President (Medical) and that Dr Adrian Stanley has been duly elected to serve for a term of 3 years.

### b) Vice President (Surgical)

The President announced that 1 nomination was received for the post of Vice President (Surgical) and that Prof Abhay Rane has been duly elected to serve for a term of 3 years.

### c) Registrar

The President announced that 1 nomination was received for the post of Registrar and that Dr Roderick Neilson has been duly elected to serve for a second and final term of 3 years.

### d) Ordinary Councillor (Physician)

The President announced that 3 nominations were received for the 2 vacant posts of Ordinary Councillor (Physician). A ballot was conducted, and Prof Andrew Gallagher and Prof Matthew Walters have both been duly elected to serve for a term of 4 years each.

### e) Ordinary Councillor (Surgeon)

The President announced that 2 nominations were received for the post of Ordinary Councillor (Surgeon). A ballot was conducted, and Mr Steve Mannion has been duly elected to serve for a second and final term of 4 years.

### f) Regional Councillor: Scotland North

The President announced that 1 nomination was received for the post of Regional Councillor – Scotland North and that Dr Stephen McNally has been duly elected to serve for a first term of 4 years.

No nominations were received for the vacant post of Regional Councillor (Physician) working outwith Scotland. In addition, due to the election of Prof Abhay Rane as Vice President (Surgical), a further vacancy now exists for Regional Councillor (Surgeon) outwith Scotland.

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

- Prof Hazel Scott for her 3 years' service as Vice President (Medical)
- Mr Andrew Henry for his 3 years' service as Vice President (Surgeon)
- Dr Stuart Hood for his 4 years' service as Ordinary Councillor (Physician)
- Dr Brian Murphy for his 4 years' service as Ordinary Councillor (Physician)
- Prof Stuart Pringle for his 4 years' service as Regional Councillor Scotland North
- Dr Douglas Thorburn for his 4 years' service as Regional Councillor (Physician) outwith Scotland

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

<p><b>9.</b></p>	<p><b>Appointment of Auditors</b> The President proposed that Scott-Moncrieff Accountants, represented today by Natalie Breslin, be re-appointed as the auditors of the College. This was agreed and seconded by Prof Matthew Walters.</p>	
<p><b>10.</b></p>	<p><b>Appointment of Clerk and Legal Advisor</b> 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 John Camilleri-Brennan.</p>	
<p><b>11.</b></p>	<p><b>Any Other Competent Business</b> There were no other items of competent business.</p>	
<p><b>12.</b></p>	<p><b>Date and Time of next AGM</b> The President confirmed that the next AGM would take place on Friday 4 December 2020 at 4.30pm.  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>	