



# Association for Palliative Medicine

## The Association for Palliative Medicine of Great Britain and Ireland

### Annual General Meeting – 2016 Minutes

Thursday 10 March 2016

Lomond Auditorium

The Scottish Exhibition and Conference Centre, Glasgow

#### 01/16 **Welcome from Chair**

Rob George welcomed all those present to the meeting.

#### 02/16 **Minutes of 2015 Annual General Meeting**

The minutes were accepted as a true and accurate record.

Proposed: Dr Jason Boland

Seconded: Dr Idris Baker

#### 03/16 **Committee Reports**

##### a. **President**

Professor George highlighted that the APM has had a clear voice through leaders and the media. The presence on social media is growing. Professor George encouraged the membership to contribute by linking with others that disseminate research and opinion regularly via Twitter and Facebook. Represent the APM in a fair way and look into the future. Professor George highlighted the vision and values document which was included within the AGM papers. The vision needs to be punchy and accessible. Hard copies of the vision document were made available to the members in the meeting. There are also copies on the APM stand and available for download on the APM website.

Professor George thanked Ben O'Brien and the executive committee for their contribution to putting the vision document together. It was noted that the association needs everyone to engage with task and finishing work.

The membership were encouraged to get involved. Professor George asked the membership to engage by telling the APM what they want on the website that they would find a useful resource.

**b. Treasurer**

End of year account 2015

Dr Stockton reported that the APM now has a clear view of the finances and the outset is that finances have improved. The losses over the previous years were highlighted to show the scale of difference between 2014 to 2015;

Financial Year	Underlying Loss
2015	£12,354
2014	£93,636
2013	£64,074

It was felt that this was a positive step forward. However, it will still take some time to build up a financial reserve. The loss was eliminated by transfer of profit share from PCC. End of year surplus £17,646. General fund balance £66,101. 4 months running cost. Shortfall c£30,000

Financial actions over 2015

Income Generation, planning for this year and cost reductions. Increasing membership fee (from December 2015) the increase in membership fee was agreed at the last AGM.

Expenditure Reduction. Reducing journal costs. Stopped the vice president payment. General efficiencies within the secretariat.

Plans for 2016

Income generation is the theme for 2016. End of Year Forecast - £10,000 surplus target to replenish reserves.

Newly created income generation lead role. New education strategy. Optimising the advertising potential of the APM. Further administrative cost reduction. President salary reduced to 1 PA.

Financial Summary

Stronger financial position achieved in 2015. Continued efforts to increase income and reduce expenditure. End of year forecast for 2016 is £10,000 surplus.

The accounts for the year end 30 November 2015 were ratified.

Proposed: Dr Fliss Murtaugh

Seconded: Dr Dee Traue

**c. Education Committee**

Dr Davies reported that the Education Committee has disbanded. The Executive Committee are

putting together a small education group to oversee future study events. The new education group will oversee all APM events in terms of education value and finances.

It was noted that the committees need to put in time to reduce the administration costs linked to running an event. Dr Davies reported that the next annual conference will be in Belfast in March 2017. The programme for this event is currently being worked on by the education group. It was noted that the APM will run the event with content that the members want.

**d. Ethics Committee**

Dr Baker thanked Dr Tim Harlow for his time as chair of the Ethics Committee. It was noted that Dr Derek Willis would now be vice-chair of the Ethics Committee. The committee focus will be on supporting the association on ethical issues related to palliative medicine. BMA consultation on end of life care; the committee is continuing to monitor the output from this consultation and consider how it can support the APM's engagement with it. The BMA has been through an interesting process of consultations. The agenda won't be published until May. It is likely that end of life care will be a major part of the focus of the meeting. Dr Barker encouraged the members to take an interest in it and to make representations locally.

**e. Juniors Committee**

The report was noted

**f. Professional Standards Committee**

The report was noted

**g. Science Committee**

Dr Boland asked the membership for a show of hands to see how many people are accessing the journals via the APM website. The Science Committee highlight any articles from the journals that will be of interest to the membership. These are then linked in the monthly bulletin and via the website. Dr Boland reported that the committee are putting guidance and useful resources for hospices on the APM website and developing a resource document. The committee marked the undergraduate essay prize and it was noted that the essays were at a very high standard.

**h. Specialty, Staff Grade and Associate Specialists (SSAS) Committee**

Dr Bonwick reported that the SSAS committee are keen to put on another study day. Development of SSAS drs in palliative care. Dr Wendy Makin and Dr Alison Coackley are going to join a finishing group to look at that. Large part of the workforce undervalued. It was noted that very few members that completed the SSAS survey were on SSAS contracts. Dr Bonwick put out a plea to use the correct contract as it is important to go through the correct process.

**i. Trainees' Committee**

Dr Proffitt thanked the committee for their hard work over the year. Dr Rebecca Lennon was thanked for leading on providing information relating to the BMA junior doctors. It was reported that the Executive Committee would like to submit a statement in support of the trainees.

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**Statement**

*The APM supports adequately resourced seven day palliative medicine services but believes that the imposition of a contract on the junior doctor workforce will make recruiting and retaining enough junior doctors to achieve this increasingly difficult, even if funding becomes available for such services. In time it could threaten those areas where such services are already provided and thus harm terminally ill and dying patients.*

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It was felt that there has to be a clear position statement from the APM. It was agreed that all need to stand firm alongside the juniors who are the future. There was some discussion and comments from the membership. A show of hands was requested as to whether the membership were in support of the statement. All present were in favour. Due to the attendance at the AGM the vote was not quorate. A vote of the entire membership via email needed.

**j. Workforce Committee**

Dr Gomm thanked the members of the Workforce Committee for all of their hard work. Dr Gomm also thanked the demitting members. Dr Heidi Mounsey was welcomed onto the committee as the new trainee representative. It was noted that the committee is seeking four committee members. Dr Gomm urged the membership to nominate a friend or colleague to join the committee. It was noted and important to emphasise how closely the committee work with the specialty advisory committee. Dr Gomm reported that the annual census and further information relating to data can be found on the workforce page of the website.

**k. Specialty Advisory Committee**

Dr Coackley paid tribute to Dr Fiona Hicks;

*It was with great sadness that members of the SAC heard about the death of Dr Fiona Hicks in autumn 2015. Fiona was an inspirational and influential colleague and was Chair of the SAC for six years. She made many significant contributions to the development of training and was always a great source of wisdom and advice. We are very grateful for everything she did and we will miss her enormously.*

The tribute was followed by a round of applause.

Dr Coackley thanked the members of the specialty advisory committee. The working group have been developing draft Competencies in Practice for the specialty training programme which will form the basis of the new curriculum.

**Certificate of Eligibility for Specialist Registration (CESR)**

The number of applications for CESR increased markedly towards the end of 2015 and into

2016. CESR applicants are assessed against the current curriculum and need to provide extensive evidence of their competence and experience. It is absolutely essential that any doctor considering this route receives the most up to date information and advice about requirements. Advice is available from CESR assessors via the SAC, the GMC and from the certification department at the JRCPTB.

#### 04/16 **Shape of Training**

Dr Coackley highlighted to the members the ongoing discussions about the shape of training review and the potential impact on the specialty. The recent paper published in APM Post has been included with the AGM papers. The paper outlines the current position. The proposed model aims to produce doctors capable of providing more general care. It comprises 2 years of foundation training followed by three years of core medical training and one further year of general medicine during specialty training. Current work streams within JRCPTB are defining the new internal medicine curriculum which contains a core set of competencies. Members will be pleased to know that one of these is palliative and end of life care skills and the SAC is providing input as to what this should include and how it should be assessed. Dr Coackley took questions from the members. There was a discussion and it was felt that further insight would help the membership.

The APM and the joint specialty committee have joined forces on issues this year, not least the shape of training. There is a need to be clear about the role and direction of future energies. The profile of palliative medicine needs to be increased. It was noted how important the debate on shape of training had become.

A session to continue the discussion on Shape of Training has been arranged for Friday 11 March during the coffee break in the Alsh room. Members were encouraged to attend.

#### 05/16 **Special Interest Fora Reports**

##### a. **Neurological Palliative Care Special Interest Forum**

The report was noted

##### b. **Undergraduate Medical Education Special Interest Forum**

The report was noted

##### c. **Transitions Special Interest Forum**

The reports was noted

#### 06/16 **Committees**

***Rob George thanked all the committee members that have demitted this year.***

**Ethics Committee**

Dr Tim Harlow (Chair of the Ethics Committee)

**Executive Committee**

Dr Fiona Finlay (Scotland Representative)

**Juniors Committee**

Faye Johnson (Postgraduate membership coordinator)

**Professional Standards Committee**

Dr Andrew Davies, Dr Esraa Sulaivany (SSAS Rep to the Professional Standards Committee)

**Specialty Staff Grade and Associate Specialists Committee**

Dr Anna Hume (Joint chair of the SSAS committee), Dr Sally Middleton (Joint chair of the SSAS committee)

**Trainees' Committee**

Dr Katrien Naessens (Secretary and Regional Reps Coordinator), Dr Mary McGregor (Trainee Rep to the Workforce Committee), Dr Kate Mark (Specialty Advisory Committee Scotland Rep)

**Workforce Committee**

Dr Julie Doyle (Northern Ireland Representative), Dr Feargal Twomey (Republic of Ireland Representative), Dr Kathleen Sherry (Scotland Representative)

The members expressed their thanks to the demitting committee members with a round of applause.

***Elected members were ratified, as follows:*****Ethics Committee**

Dr Idris Baker (Chair of the Ethics Committee)

**Executive Committee**

Dr Annabel Howell (Scotland Representative)

**Juniors Committee**

Anna Robinson (Education Coordinator), Virginia Lam (Student-Selected Components and Electives Coordinator), Frank Wang (Research Coordinator), Laura Norris (Careers & Mentorship Coordinator)

**Science Committee**

Dr Katherine Webber

**Specialty Staff Grade and Associate Specialists Committee**

Dr Esraa Sulaivany (Joint chair of the SSAS committee), Dr Helen Bonwick (Joint chair of the SSAS committee), Dr Rebecca Akroyd, Beth Williams (Professional Standards Representative)

### **Trainees' Committee**

Dr Claire MacDermott (Trainee Rep to the Professional Standards Committee), Dr Rebecca Lennon (Secretary), Dr Sharon Twigger (Regional Reps Coordinator), Dr Felicity Dewhurst (Trainee Rep to the Education Committee), Dr Joanna Prentice (Specialty Advisory Committee Scotland Rep), Dr Heidi Mounsey (Trainee Rep to the Workforce Committee)

Proposed: Dr David Brooks

Seconded: Dr Martine Meyer

### **07/16 APM award winners**

Rob George announced the following APM award winners.

#### **Undergraduate Essay Prize 2015**

Essay subject: How can science help us to diagnose dying?

The first prize went to Eika Webb. The second prize went to Lucy Gray. It was noted that the standard of essays for 2015 were exceptionally high. The winning essays can be found on the Awards page of the APM website.

#### **Twycross Research Prize**

There were no Twycross Research entries for 2015.

### **08/16 Any other business**

#### **a. Patrons**

Professor George reported that the APM are currently looking for Patrons. There is more information and a copy of the patron policy on the website. The membership were asked to forward any ideas and suggestions to Becki Munro.

### **09/16 Date of next Annual General Meeting**

APM Supportive & Palliative Care Conference  
29 – 31 March 2017