



The Association for Palliative Medicine of Great Britain and Ireland Annual General Meeting

Thursday 30 March 2017

Hall 1A

ASP Conference, Belfast Waterfront

01/17 **Welcome from Chair** (Rob George)

Rob George welcomed all those present to the meeting.

02/17 **Minutes of 2016 Annual General Meeting** (Rob George)

The minutes were accepted as a true and accurate record.

Proposed: IL

Seconded: SC

03/17 **Committee Reports**

a. **President** (Professor Rob George)

See slides. RG highlighted changes to internal processes, including redrafting of governing document, improvements in governance procedures, improvements in financial management, and development of the APM patron policy (being overseen by MM). He noted the improved financial status, primarily as a result of reducing expenditure.

He also highlighted the development of the APM vision and values, and the APM strategy and work plan (being overseen by JE). He noted a rapidly changing world (e.g. 7 day working, Shape of Training), and the need for the APM to be more responsive (and become the key opinion leader in the field). He also emphasised the importance of membership feedback and engagement.

He also discussed the importance of education, and the need for an education strategy underpinned by the annual conference.

b. **Treasurer** (Dr Mike Stockton)

See slides. MS reported that the APM was in a much better financial position, and that we had a £68,000 surplus at the end of the year (in comparison with a deficit in previous years). The turnaround was due to an increase in membership fees, a more robust method for collecting membership fees, an increase in advertising revenue, a reduction in administration costs (CSS, President's remuneration), and a reduction in journal costs. He discussed the importance of financial planning, and the need to maintain a reasonable reserve to cover operating costs for 6 months.

He highlighted the ongoing costs of the journals: JPSM £28k per year, BMJ Supportive & Palliative Care £12k per year, and Palliative Medicine £12k per year. The journals account for 30% of total expenditure, and so there needs to be a review of the provision of journals.

He also discussed the other accounts, which were all for specific activities (and all in a good position), i.e. education, eELCA, and Breathlessness Research Charitable Trust.

The accounts for the year end 30 November 2016 were ratified.

Proposed: JE

Seconded: BR

- c. **Ethics Committee** (Dr Idris Baker)
SC highlighted the committee's major activities – see slides. Ethics features in ASP conference, but committee also looking to continue stand-alone meetings.
- d. **Juniors Committee** (Dr Anna Street)
Report was noted.
- e. **Professional Standards Committee** (Dr Sarah Cox)
SC highlighted the committee's major activities – see slides. She discussed mentoring, and encouraged people to volunteer to become a mentor (via the APM).
- f. **Science Committee** (Dr Jason Boland)
JB highlighted the committee's major activities – see slides. He encouraged members to take part in an on-line survey about delirium. He thanked all the committee members for their efforts
- g. **Specialty, Staff Grade and Associate Specialists (SSAS) Committee** (Dr Helen Bonwick)
HB highlighted the committee's major work streams, i.e. developing competencies for SSAS doctors, and facilitating a development programme for SSAS doctors. She thanked all the committee members for their efforts, and especially the demitting members. She noted that there were vacancies on the committee, and encouraged people to apply to join the committee.
- h. **Trainees' Committee** (Dr Amy Proffitt)
AP explained role / activities of committee, and highlighted current issues (new contract, Shape of Training). She is stepping down (with sadness), and RL is taking over as Chair of the committee. She thanked all the "enthusiastic" committee members for their efforts.
- i. **Workforce Committee** (Dr Stephanie Gomm)
SG explained the role / activities of committee, and highlighted that 2016 workforce survey had been completed (and would soon be available on the APM website). She is stepping down, and BR is taking over as Chair of the committee. She thanked all the committee members for their efforts.
- j. **Specialty Advisory Committee** (Dr Alison Coackley)
See slides.

JSC (Sarah Cox) – SC thanked WM for all her time and effort as Chair of JSC. She explained the role of JSC, and relationship between APM and RCP.

Governance (Iain Lawrie) – IL explained that our governing document needed updating / amending, and that the new document would include the possibility of proxy voting at the AGM. The new document will need ratifying by membership when finalised.

Members were encouraged to take a more active role in the Association, and especially to apply for vacancies on the committees.

A question was asked about journal subscriptions, and it was re-iterated that the journals are a significant expenditure (see above), and that access to journals via the website was minimal (and so questioned the need for this service). It was noted that most other societies only provide access to a one or two journals, and that these are often co-owned by the society. The APM is in discussion with BMJ

about co-ownership of BMJ Supportive & Palliative Care. A review of journal provision is to be undertaken.

04/17 **Special Interest Fora Reports** (Professor Rob George)

- a. **Neurological Palliative Care Special Interest Forum** (Dr Aruna Hodgson)
Noted
- b. **Undergraduate Medical Education Special Interest Forum** (Dr Stephen Barclay / Professor John Ellershaw)
Noted
- c. **Transitions Special Interest Forum** (Dr Amelia Stockley)
Noted

05/17 **Committees** (Professor Rob George)

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

Executive Committee

Elected Member: Dr Dee Traue

Education Committee Chair: Dr Chris Farnham

Republic of Ireland Representative: Professor Tony O'Brien

RCP/APM Joint Specialty Chair: Dr Wendy Makin

Specialty Staff Grade and Associate Specialists Committee

Elected Member: Dr Rebecca Akroyd

Trainees' Committee

Workforce Representative: Dr Heidi Mounsey

SAC Representative: Dr Kirsten Baron

SAC Representative: Dr Mary-Ann McCann

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

Elected members were ratified, as follows:

Executive Committee

President: Dr Andrew Davies

Dr Davies will now take over the Chairmanship of the AGM and Professor George demits office

Vice President: Dr Iain Lawrie

Secretary: Dr Amy Proffitt

Elected Member: Dr Alison Franks

Elected Member: Dr Simon Noble

Republic of Ireland Representative: Dr Feargal Twomey

RCP/APM Joint Specialty Chair: Dr Sarah Cox

Juniors Committee

Mentoring Co-ordinator: Dr Laura Gordge

Postgraduate Membership Co-ordinator: Dr Sophie Hancock

Professional Standards Committee

Representative to RCP Revalidation Network: Dr Cate Seton-Jones

Elected Member: Dr Amy Proffitt

Specialty Staff Grade and Associate Specialists Committee

RCP/APM JSC Representative: Dr Nicola Goss

Trainees' Committee

Chair: Dr Rebecca Lennon

Dr Lennon will now take over as chair of the Trainees' Committee. Dr Proffitt demits from the role.

Science Representative: Dr Simon Etkind
Ethics Representative: Dr Anthony Williams

Workforce Committee

Chair: Benoit Ritzenthaler

Dr Ritzenthaler will now take over as chair of the Workforce Committee. Dr Gomm demits from the role.

Northern Ireland Representative: Dr Joan Regan

Proposed: RG

Seconded: FT

06/17 **APM award winners** (Dr Andrew Davies)

Dr Davies announced the following APM award winners.

Undergraduate Essay Prize 2016

Winner: Rosalind Henderson

Twycross Research Prize 2016

Winner: Shuchita Patel

Undergraduate Audit Prize

Winner: Amy Worrall

07/17 **Any other business**

Nil of note

08/17 **Date of next Annual General Meeting**

15th March 2018 (ASP Conference, Bournemouth)