



# The Royal College of Emergency Medicine

Patron: HRH The Princess Royal

7-9 Breams Buildings  
London  
EC4A 1DT

Tel +44 (0)207 404 1999  
Fax +44 (0)207 067 1267  
[www.rcem.ac.uk](http://www.rcem.ac.uk)

## ANNUAL GENERAL MEETING MINUTES

The Minutes of the NINTH Annual General Meeting held in at Tregonwell Hall, Bournemouth International Centre, Exeter Road, Bournemouth, BH2 5BH on 20<sup>th</sup> September 2016.

### 1. Welcome

The President, Dr Clifford Mann, welcomed the 129 Fellows, 54 Members and 6 Associate Fellows to the meeting.

### 2. Notices

Dr Mann asked members to note the sad and untimely deaths of Founding Fellow, Mr Stephen Miles, Fellow, Mr Geoff Hinchley, Associate Fellow, Dr Richard Drew, Member by Examination, Dr Carl McQueen and Dr Neville Marsden, Life Fellow

### 3. Apologies for absence

Apologies for absence were received from Mr Sanjoy Bhattaryya, Dr Ffion Davies, Dr Ed Glucksman, Dr Abdul Waheed Ghani, Dr Dave Gorman, Dr David Hall, Dr Se-yi Hong, Professor Fiona Lecky, Mr Jonathan Marrow, Dr Rajendra Ramen, Miss Claire Summers, Dr Amarendra Vasireddy and Dr Juan Vilarino

### 4. Minutes

The Minutes of the meeting held in Exeter on 28<sup>th</sup> September 2015 were accepted as a correct record.

### 5. Matters arising

There were none.

### 6. President's report

Dr Mann asked members to note that this was his last AGM as President and he thanked his predecessors, Dr Mike Clancy and Dr John Heyworth for their support. During Dr Mann's presidency he has spent quite some time campaigning to further the EM cause and highlight the stresses and strains of working in this specialty. Work on the Winter Flow project has been a very useful tool, the STEP campaign is widely recognized and whilst President he had the honour to learn that HM The Queen had granted us the right to use the word *Royal* in our title.

In March of this year a call for nominations to stand for President was organized and three Fellows we nominated to go forward, Dr Taj Hassan, Dr Katherine Henderson and Dr Chris Moulton. The result of the ballot of Fellows was that Dr Taj Hassan was duly elected as the next President of RCEM.

Dr Mann also reported that vacancies for two Vice Presidents and the Registrar were required to be filled and he was delighted to advise that Dr Chris Moulton was re-elected for a second term as Vice President, Mrs Lisa Munro Davies as the second Vice President and Dr Ian Higginson, Registrar of the College.

## **7. Treasurer's report**

Professor Mason reminded members that a summary of our financial situation was available in the annual report. The Accounts have been audited and reviewed by the Corporate Governance Committee and Council.

In summary:

Income	£6,094,540
Expenditure	£4,850,040
Net surplus	£1,299,432 (of which £677,206 reflects funds donated/allocated for specific projects)

Over 60% of our income comes from subscriptions and examinations and other income derived from donations and grants, clinical audits, our conferences and study days and from the EMJ. Professor Mason therefore requested the AGM to approve no uplift in annual subscriptions for 2017. This was approved.

Professor Mason then asked the AGM to consider her paper on the merger of the Trainee Administration Fee (TAF) with Membership subscriptions. For several years there has been confusion for many of our trainees when it comes to paying a college Membership Fee and a Trainee Administration Fee. This is not helped by the fact that the College financial year runs with the calendar whilst the training year starts in August. To make this more straightforward for the trainees and lower cost and simplify the administration it is proposed that we merge the 2 fees. Initial discussions took place last year to consider the options and viability of merging the fees. The principle was supported by the Executive Committee and Council but additional time was required to finalise the proposal in order to seek the approval of members at the AGM. Council discussed the award of the post-nominals for candidates following the new examination system in November 2015. From August 2018, trainees will no longer be required to sit the MRCEM OSCE (Part C) and therefore will not be awarded Membership by Examination unless they voluntarily opt to sit the MRCEM clinical examination (OSCE).

Council agreed that the creation of a flat, associate membership rate for trainees for the duration of their training was reflective of the new examination structure. Council also noted that it was highly desirable to trainees, and frequently requested, for the payment of the Trainee Administration Fee (TAF) to be combined with membership subscriptions. Council agreed that incorporating TAF with membership subscriptions could be achieved on a cost-neutral basis to trainees (so that they would not pay more over the six year training programme than with the current system) and to the College (to ensure the proposal did not create a deficit in subscription income necessitating an increase in subscriptions for this or other membership categories).

The proposed subscription structure is as follows:

Category	Current Costs	Proposed Subs	Proposed Category
UK Trainees	£282 average	£293 (incl subs + eportfolio + EMJ)	Associate Member (training)
Irish Trainees	£100	£130 (including subs but not EMJ)	Associate Member (Approved Overseas Training)
Icelandic Trainees	£80 subs + £50	£130 (includes subs but not EMJ)	
ACP	£59 subs + £50	£109 (including subs + eportfolio)	Associate Member (ACP)
Trainee (non member)	£300	£400	e-portfolio only
Associate trainee non	£100	£293	E-portfolio only

The TAF of £90 is collected annually in August whilst membership subscriptions cover the calendar year and are collected in February. The payment of TAF will therefore be phased out in two stages.

By incorporating the TAF into membership subscriptions the entire sum is payable by direct debit and trainees remain eligible to obtain tax relief on their subscription. Furthermore, by including the EMJ as a member benefit for this category, trainees will have access to back issue copies of the EMJ online, from the point of joining the College.

The Treasurer therefore asked Fellows and Members to approve the proposed structure for 2017 and 2018. This was approved, with 1 person voting against and 1 abstention.

The Alison Gourdie Fund is now being managed by the Education Committee and will therefore not appear on the agenda in future years.

Professor Mason asked members to approve the appointment of the auditors, haymacintyre, which was done.

There were some questions for the Treasurer with one member asking whether our surplus was similar to other Royal Colleges. Dr Mann advised that for example, the Royal College of Surgeons of England and the Royal College of Physicians were long established and had therefore had time to build reserves. Royal Colleges comparable in size to ours were Royal College of Ophthalmologists and the RCPCH and we compared favourably with them.

## 8. CEO's report

Mr Miles presented to the membership and highlighted our annual report.

In terms of IT progress, we now have the facility for candidates wishing to sit the MRCEM or FRCEM to apply on line. Going forwards we will be moving to an Office Cloud server.

We are in the process of buying a second building in the London Bridge area which will house our Examinations and our Events teams, we'll be able to host the OSCEs in our own building and there will be an auditorium for study days and other events.

In terms of staff numbers we now have 39 staff.

Mr Miles highlighted the variety of his role at the College, which includes governance (dealing with finance, bankers, investment managers and auditors, HR, IT, Compliance, risk management and procurement), Corporate Plan, budget and business planning, advice to Council and participating in the Academy's CEOs group. In Policy he leads on the development of strategy, working with the policy team, the President and Vice Presidents, the press and other stakeholders.

He paid tribute to the outgoing President, Dr Clifford Mann and welcomed the challenges of a new President, new building and new strategy.

## **9. Honorary Fellows and other awards**

Dr Mann asked the AGM to approve the nomination for Honorary Fellowship:

**Mr David Wilkinson**, Lead Postgraduate Dean for EM

This was approved.

The Alison Gourdie medal winners for 2016 are

FRCEM: **Clare O'Connell**

MRCEM: **Sarah Hickin**

The Luka Randic medal winner for 2016 is

**James Wallace**

## **10. Any other business**

Dr Clifford Mann invited Dr Taj Hassan to join him on stage for the official handover of presidential duties. The AGM celebrated Dr Mann's presidency with an ovation and welcomed Dr Hassan warmly.

## **11. Date of next meeting**

The next AGM of the Royal College of Emergency Medicine will take place on Tuesday 16<sup>th</sup> October 2017, 5.00pm at the ACC, Kings Dock, Liverpool L3 4FP