17th Annual General Meeting Minutes

**Date:** 8th October 2024

***This meeting was held as a Hybrid with delegates having the option to join face-to-face at the Annual Scientific Conference at The Sage, Gateshead or virtually and was chaired by the President, Dr Adrian Boyle.***

1. **Welcome by the President:**

The President, Dr Adrian Boyle, who confirmed the meeting was quorate 124 onsite attendees, and 65 virtual attendees comprising Fellows and Members including Associate Fellows and Associate Members to the meeting. The President showed a video explaining how the voting system would work.

1. **Apologies**

Apologies were received from: Stephen Corry-Bass, Chris Cutting, Radhwan Dheya-Aldin, Herman H. Delooz, Simon Ross Deveau, Jithin Suresh, Jonathan Shepherd, Darren P Walter.

1. **2023 Annual General Meeting Minutes:**

Approved.

1. **To consider matters arising from the Minutes not included elsewhere on the agenda:**

None.

1. **President Report on Key College Matters**

Dr Boyle spoke about the rules governing the AGM explaining that after each presentation on the agenda the meeting would be asked to vote to accept each report. He explained how online questions can be asked during the presentations. He explained if there were few questions we will try and answer them at the meeting if not we will share responses after the meeting.

The President reminded the meeting of the Objects of the College as set out in the Charter and reminded the meeting that the College is apolitical. He went on to highlight our Patient and Member advocacy work, including publishing a statement on the role of Physician Associates in Emergency Medicine; how we contributed to the Darzi Review undertaken by NHS England, how we contributed to the Covid Public Inquiry, and continued to deliver on our examinations transformation plan and published our Academic Strategy.

He reminded the meeting that the College has a Board of Trustees (our governing body) and a Council. A Governance Review was undertaken during the year. The outcome of this confirmed that our Governance is effective and well supported by the CEO and made a number of suggestions for some minor changes to our governance.   
  
The President invited voting members present to accept his report, which was approved.

1. **CEO’s Report**

Mr Miles gave the Chief Executive’s update on the operative performance of the College, speaking to presentation slides.

Mr Miles looked back on the prior year’s activities and updated the meeting on the highlights of our achievements during 2024. He brought the meeting’s notice to the Annual Report for 2023 published online which includes Committee Reports and our Annual Accounts.  
  
He talked about how our membership fees have lagged behind inflation since 2008, as we worked to shield members from the inflationary spikes recently experienced.  
  
He spoke to the strategic objectives of the College and reviewed the performance across the breadth of College activities and encouraged the membership to consider joining College Committees, and/or to join the Examiner and Assessor groups. He drew attention to the fact that 34 sets of examination results had been issued without error over the past 3 years.

He reviewed the work of the Education Directorate, Engagement & External Affairs Directorate and Corporate Services Directorate. He mentioned the record number of examination candidates who sit our examinations and highlighted a range of achievements in his presentation. He drew attention to the process improvement work being undertaken.

The Education Directorate, led by Ms Romana Moss, also reported 373 newly enrolled trainees at core training, 242 CCTs recommended, 80 CESR applications submitted to the GMC and 106 ACP credentialed since pilot. He mentioned that work was being done to establish fairer training cultures, reduce differential attainments and develop careers strategies. Mr Miles updated on the externally funded International Development Partnerships in Ghana, Uganda, Pakistan, India and Syria.

The Engagement and External Affairs Directorate, led by Ms Catherine Feast, reported increased membership subscriptions, e-learning activities and membership participation in College continuing professional development events. The College had won the Society for Academic Emergency Medicine FOAMed showcase 2023 award, attained one million podcast downloads, recorded 3,865,344 website page views, redesigned the e-learning website and enabled 190 new and 173 reviewed learning publications.

The Corporate Services Directorate, led by Mr Nigel Pinamang, reported significant customer service improvements had been made supporting our Quality improvement Programmes. We have also a strong human resource, IT, facilities and financial management approach.

Mr Miles narrated how IT services had proactively defended the College against a denial of service cyberattack earlier in the year. He noted that the College had reduced paper trails and was working to move fully to cloud services under the green emergency services portal in a couple of years.  
  
He concluded by explaining how the wealth of College activities is underpinned by a staff of c80 and an emergency medicine volunteer community of c 2500.  
  
The meeting voted to accept the report.

1. **Vice President Membership Report**

Dr Malik reported on 45 events delivered to 4,500 attendees including conferences, study days and diplomas and drew attention to 969 new Fellowship, MRCEM and ACP credentialing successes over the year. Dr Malik referenced the policy and communications work which generated significant engagement including 6,668 media mentions in the past year.  
  
Dr Malik showed some graphs explaining how the College membership was made up. She went on to describe detailed membership research undertaken during the year aimed at understanding what makes up our membership and to get a good sense of their needs. The aim being to match our membership offering more closely to the membership requirements. This Membership Value work is ongoing and had identified that our learning resources, educational tools, the sense of community and the development of our clinical practice should be remain a high priority alongside our policy lobbying for emergency medicine.   
  
The next steps are to further develop our membership propositions and how we deliver for our membership.   
  
The meeting voted to accept the report.

1. **Treasurer’s Report**

**Financial accounts and auditors report for the year ending 31 December 2023**

Dr Gagg, Vice President Treasurer, reported on the Financial Performance Year Ending 31 December 2023 as set out in the Annual Report & Accounts. He advised that the Financial Statements and Accounts were audited in March 2024 and subsequently signed off by Trustees in June 2024. The highlights were:

Income: £10.945m

Expenditure: £11.196m

Net Deficit: (£0.251m)

Dr Gagg described where the income is generated for the College and reviewed the expenditure. He noted that we now have over 12,000 members. He presented the meeting with graphs showing how the College cash reserves had reduced through dealing with the impact of the Covid pandemic and the recovery from that. He highlighted the need to rebuild these reserves over time. He explained that the Trustee Board has targeted a need to achieve a 5% net surplus per annum going forward to ensure we can continue to deliver for our membership.

He reminded the meeting that tax rebates are available for subscriptions and how to access this.   
  
**Subscriptions for 2024**

Dr Gagg described the financial position of the College, following two years of financial deficits, and discussed the proposals for subscriptions for 2025. He mentioned how the College had frozen subscription rates for 6 of the past 12 years. The ad hoc approach to subscription reviews made planning difficult. To address this he proposed the establishment of a formula presented for the meeting’s approval to set subscriptions going forwards. To enable planning, he proposed a formula for membership subscriptions going forward of: the Average of prior 3 years inflation capped at 5%. This means a 5% subscription increase in 2025 for subscriptions. The meeting voted to accept the Treasurers Report.

**Reappointment of the Auditors**

Dr Gagg discussed the plan to reappoint Moore Kingston Smith, the auditors, for a further year. He explained that we would usually seek to tender the audit requirement every 5 years and this would mean a change of auditors. However, because we had a governance review in 2024 which is changing our Corporate Governance Committee to an Audit & Risk Committee it was proposed that we should renew the audit contract for a further year. This will allow the new Audit & Risk Committee to oversee this important appointment.  
  
The meeting voted to accept the reappointment of the auditors.

**Summary of the voting**

|  |  |  |
| --- | --- | --- |
| **Vote question** | **Yes** | **No** |
| Do you accept the President's report? | 133 | 2 |
| Do you accept the CEO's report? | 114 | 1 |
| Do you accept the VP Membership's report? | 114 | 2 |
| Do you accept the VP Treasurer's report? | 108 | 5 |
| Do you accept the recommendation to reappoint Moore Kingston Smith as auditors for the financial year 2024? | 120 | 3 |

**Questions from the attendees**

Questions were taken during the voting and Vice President Maya Naravi raised some questions that had been sent in through the online facility.   
  
A question was asked about why our fees higher than some other Colleges. The Treasurer answered this by explaining how we rely on subscription fees as one of our core sources of income. He referenced our relative youth as a College, as compared to other Colleges established over many centuries. There was also a comparison drawn by Vice President Salwa Malik to the much higher size of the membership of some other Colleges, together with the fact that some specialties also have sub-specialty fees which adds to that. A direct comparison is therefore not always straightforward.  
  
A question was raised about the College position on Physician Associates and whether it would change over time. The President responded by explaining that while we have no plans to change our position, we always keep our arrangements under review.  
  
A question was raised as to whether we should reconsider our use the social media platform X (formerly Twitter) due to the evidence of bias and misuse of this by X users. Our Director of Engagement & External Affairs, Catherine Feast, responded that this is under review and we are also working with the Academy of Medical Royal Colleges on this question. No decision has been made at this point.

There was a question about how much was awarded on Research Grants by the College in the past year. Our Director of Corporate Services, Nigel Pinamang replied that we allocate £220,000 each year, all of which was awarded last year.

A question was raised about the fee rates for those working less than full time. The Vice President Salwa Malik said this was under consideration but at present there is no change as this work is ongoing.

1. **2024 Honorary Fellowship awarded**

Dr Jo Daniels and Dr David Ratcliffe.

1. **To learn of the winners of:**
   1. **The Alison Gourdie Medals for 2024:**

Dr Oliver Hill - FRCEM SBA & OSCE

Dr Stephanie Stone - MRCEM SBA & OSCE

* 1. **The Luka Randic Medal for 2024:**

Dr Oliver Hill - FRCEM SBA & OSCE

* 1. **The William Rutherford medal for 2024:**

Dr Chris Hook - FRCEM SBA & OSCE

* 1. **The Manjeet Singh Riyat Medal for 2024:**

Dr Alexandra Hellens - FRCEM SBA & OSCE

* 1. **Dr Cliff Mann President’s Medal for 2024:**

Major General Tim Hodgetts

* 1. **Other College Medals for 2024:**

Dr Andrew Ashton  
Dr Hannah Sian Baird  
Dr Stephen Richard Black  
Dr Jim Connolly

Dr Ffion Davies  
Dr Els Freshwater  
Dr Scott Hepburn  
Dr Suresh k Gopala Pillai  
Dr Asif Malik  
Dr Rachel Morris-Smith  
Dr Stephen (Steff) Nash  
Dr Sally-Anne Wilson

1. **To note the passing of some of our membership since the last meeting**

The meeting stood to note with sadness the passing of some of our membership as described in the paper and additionally:  
  
Mr Adegbenle Adegbenro  
Dr Nick Payne  
Dr Rebecca Powell  
Dr Jonathan Shaw

1. **To note the list of College role holders**

The paper was noted.

1. **Any other business**

None.

1. **Date of 2025 AGM**

The date of the next Annual General Meeting will be announced in due course.