**UNCONFIRMED Minutes** of the **ANNUAL MEETING OF FELLOWS** of the **Royal Society of Medicine** held at **6.30pm on Tuesday 27 June 2023** in the **Max Rayne Auditorium, 1 Wimpole Street, London W1G OAE,** and **via Zoom Webinar.**

**Present:** Professor Roger Kirby, President (in the Chair)

Ms Michele Acton, Chief Executive

Professor Gillian Leng, Dean

Mrs Joanna Rose, Charity Secretary

75 Fellows present in person, 22 attended via Zoom

**1. WELCOME**

The President welcomed everyone to the Annual Meeting of Fellows.

**2. MINUTES OF THE PREVIOUS MEETING**

The Minutes of the last Annual Meeting of Fellows held on 4 July 2022 (AMF 22/23/1) were unanimously approved and signed as a correct record.

**3. PRESIDENT’S REPORT**

Firstly, the President thanked the Trustees who would retire at the end of the current year, namely Dr Hélène Menagé and Dr Melita Irving and also Dr Hiten Patel, the Trainee Trustee, who had stepped down during the year.

Professor Kirby informed the meeting that as a result of the recent election, Professor Gillian Leng would be the next President of the RSM and would take up post in July 2024. The successful candidates elected as Trustees were Professor David Oliver and Dr Sian Rees. Dr Sarah Clarke was elected as the Trainee Trustee.

He reported that 2021/22 had been a year of interrupted recovery, with Covid continuing to have an impact with Omicron and Plan B. There had been obvious challenges, but the Society was now coming through these and was continuing to provide an outstanding education programme, including the Covid Webinar Series, which had been viewed worldwide. The In Conversation Live events had proved incredibly popular too. These were recorded and available to view on YouTube with one ICL episode registering over one million views.

The Society continued to run philanthropic events, with a Gala Dinner at the River Café raising over £65,000. A number of individual donations had also been received in the period, and these were listed in the Annual Report. The generosity of our donors and partners had allowed the RSM to extend both its reach and the extent of education events and initiatives. Professor Kirby was keen to encourage legacy giving and hoped that members would consider this. he thanked all of those who had supported the Society philanthropically.

Finally, he wished to thank all those who contributed to the work of the Society, including all the members, the volunteers who ran the Section education programmes, the Trustees who continued to give their time to the committees of the RSM and the SMT and staff who worked hard to deliver the services at the Society.

**4. CHIEF EXECUTIVE’S REPORT**

Ms Acton gave a presentation regarding the Society’s performance in the year ended 30 September 2022.

She was delighted that the RSM was now building its education programme after Covid, highlighting the following:

* 1 Wimpole Street had remained open throughout the year.
* There had been 365 education events (2020/21: 608), the majority of which were online. This had resulted in a clear change in booking and attendance patterns.
* There had been more than 89,000 event registrations (202,000 in 2020/21), and 255,000 views of event recordings (1.3m in 2020/21). This was higher than ‘pre-pandemic’ years but did not match the levels recorded during Covid.
* A total of 28% of members had accessed education events, with 21% accessing Library e-resources​.
* Membership numbers had increased by 700, bringing the total to 20,049.
* Omicron/Plan B and industrial action had made an impact on our Commercial Services business (hospitality and external events), although trading had started to recover.

Ms Acton went on to address the financial challenges faced by the RSM, making mention of the following:

* Total income in the year was £10.1m (2020/21: £8.2m)​.
* Commercial income from hospitality and conferencing increased by 515% to £3.1m (2020/21: £617k).
* Income from the Education programme increased to £1.1m (2020/21: £803k).​
* Income from philanthropy made a return to typical levels of £862k (2020/21: £1.5m).
* Membership subscriptions remained at circa £4.6m​.
* Total expenditure in the year was £12.4m (2020/21: £11.5m)​, but there was a total operating loss of £2.3m (2020/21: loss of £3.3m).​
* As at 30 September 2022 the Society had general unrestricted reserves of £5.7m (2021: £7.1m) and cash of £12.2m (2021: £14.7m)​.
* Plans were underway to significantly improve operational and financial performance in the coming months. These included:
* using the building in a better way. Flexible working meant that fewer desks were being utilised, thereby allowing rooms to be repurposed; and
* agreement with Sections about a realistic number of education programmes being planned at the start of the year, thus preventing cancellations and the loss of commercial income.

Turning to governance issues, Ms Acton advised that as a result of the closures during Covid, Trustees had passed a Special Resolution to allow Professor Kirby to serve an additional year as President. He would therefore demit office in July 2024.

Ms Acton wished to thank the Trustees who had completed their terms of office during 2021/22, namely Dr Claire Bayntun, Dr Elizabeth Haxby, Dr Stephanie Kaye-Barrett, Professor Linda Luxon and Mr Richard Murley. New Trustees had joined Council, namely Mr Ian Currie, Professor Paul O’Flynn, Dr Linda Patterson and Professor Maggie Rae. Mr Sanjay Shah had been appointed as Honorary Treasurer. Professor Henrietta Bowden-Jones had been elected as Vice-President.

There had also been some change in the Senior Management Team with Mr Nigel Collett and Mr Richard Whitley retiring, Mr Neville Carter leaving and Professor Mary Bishop being appointed Director of Learning.

Ms Acton then turned to the ongoing strategy of the Society:

* The five-year strategy “Better Healthcare for Better Lives” was launched in October 2021 and focused on four pillars: Education, Learning Resources, Networks and Innovation Support​.
* This allowed a continued focus on embedding a sustainable financial model to meet the challenging operating environment as a result of the Ukraine war, cost of living crisis/inflation, industrial action, staffing and supply chain issues​.
* To deliver the best, most modern experiences for education participants and members (both in-person and online), we needed to deliver key transformational projects across our physical and digital infrastructure.​
* Trustees continued to evaluate how best to use the space at 1 Wimpole St. As previously advised, some spaces had been converted to meet educational and commercial needs. This remained a work in progress​.
* A new strategy for digital transformation was being developed in line with the overall strategy. Plans included website improvements and new interactive learning tools​.

Finally, Ms Acton said she and the SMT were excited to be focused on delivering the strategy and look forward to updating members on developments in the coming months.

**5. DEAN’S REPORT**

Professor Leng gave an overview of the education at the RSM but noted that she had not been Dean during the reporting period, thanking her predecessor Professor Humphrey Scott for all the work he had done during his tenure as Dean.

There had been a gradual recovery from the pandemic. As in 2020/21, the majority of events had taken place online or in hybrid format, with more in-person events as the year progressed.  The RSM was fortunate that it was able to access the unique breadth of healthcare expertise and knowledge via our highly valued Section members, who are fundamental to education at RSM.

Professor Leng went on to highlight:

* A total of 365 events had been held during the period. Of these, 117 had been in person and 248 online.
* There had been 89,000 event participant registrations and 255,000 views of recorded events.
* A total of 101 prizes were awarded.
* High-profile cross-specialty events included the Covid-19 Series celebrating its 100th episode on the two-year anniversary of the UK lockdown. This had been attended by Sir Chris Whitty and Sir Jonathan Van-Tam. There had been 15 episodes during the year, with over 20,000 registrations.
* New events launched during the year included the ‘Women in Leadership’ events and the ‘Tackling Inequalities’, a multi-year programme in partnership with NHS England.
* A new series of Masterclasses, in collaboration with the Cleveland Clinic, included updates in cardiology, gastroenterology, neurology, orthopaedics and surgical oncology. This had attracted over 300 participants in person, and over 600 online.

During his time as Dean, Professor Humphrey Scott had set up an approval mechanism to allow the RSM to award its own CPD. This involved a lot of quality assurance work. An Approval Committee reviewed the Section education programme and awarded CPD points appropriately. A total of 281 events with CPD hadeen run during the year, sometimes in partnership with other organisations and many had an international profile.

Public engagement was an important part of the Society’s role and was underpinned by a series of public engagement lectures. We also ran a ‘Medicine and Me’ programme, with eight events being held, bringing together carers, patients, researchers and healthcare professionals, covering a diverse range of topics.

Professor Leng, herself a former Honorary Librarian at the RSM, then talked about the Library, often a reason that many people joined the RSM.

* The Library had continued to do well during Covid, with members able to access books and journals remotely.
* More than 1 in 5 members accessed digital learning resources during the year​.
* Roll-out of *Open Athens had* provided access to the online platform helping improve member services.​
* There had been fewer in person visits, so the second floor had been repurposed for events.
* There had been 7,231 visits to the Library, with 55,000 digital logins.
* Around 20% of members had used Library e-resources.
* Curated resources had been provided to embed in education programme.
* Online tutorial support and services had increased. This included Karger Campus - tutorials for researchers and writers for medical publications​ – and the document delivery service, which gave members access to collections not available electronically​.
* Exhibitions showcased the Library and historical assets. These included ‘Towards the discovery of Insulin’, ‘Medicine and Literature’ and ‘Treasures of the RSM’​.
* A strategic review of the RSM archive had been commissioned.
* Conservation work continued to preserve old and rare books.

Finally, Professor Leng reported on the future plans for learning at the RSM. These included:

* Creating new income streams to ensure financial sustainability, including partnerships where appropriate.
* Creating new ideas in collaboration with our membership.
* Developing online Library resources in line with user needs.
* Continuing to support digital education solutions and immersive experiences to help members as they moved through their careers and beyond.

**6. REPORT AND ACCOUNTS**

The audited accounts for the session 2021/22 (AMF 22/23/2) were unanimously received and adopted.

**7.** **APPOINTMENT OF AUDITORS FOR THE SESSION 2022/23**

The President and Council recommended that BDO be reappointed as Auditors for the 2022/23 session. This recommendation was unanimously approved.

**8.** **QUESTIONS FROM FELLOWS**

The President asked for questions from members, noting that those attending the webinar could ask questions via Slido.

**Dr Catherine Royce** requested that the seating in the Bar and Common Room area be upholstered. She also requested that consideration be given to reducing the cost of a Domus Room for single occupancy. MA would raise this with the RSM Commercial Services (RSMCS) Board.

**A Fellow** asked if it would be possible to consider a roof garden, as she believed this could be attractive not only to members but also as a sellable space for RSMCS. The President noted this and said he was very keen on having this, but it would need to be considered as part of an overall property strategy.

**Professor Steve Challacombe** asked where membership subscription income went. Ms Acton said that expenditure included staff costs, including recruitment costs. Money was also allocated to support costs – finance, IT, HR, etc. There were also facilities management costs. Approximately 50% of income was spent on support costs.

**A Fellow** asked why the popular innovation series had not been reintroduced following Covid. She also asked about increasing opening hours in the Library. Ms Acton would consider these requests.

**A question on Slido** asked if it would be possible to release the voting scores in the recent election. Ms Acton said that this was the first time the membership had voted for the President and we were still learning from this. We had talked to the Medical Royal Colleges to see what their processes were and had decided that we would not release figures but she did advise that 7.5% of those eligible to vote had done so. This was a marked increase on recent years. However, the process would be reviewed ahead of any future elections. Any feedback on this would be welcome.

**A Fellow** requested more support for oncology meetings. Professor Leng noted that this was a major focus for the NHS at the moment and she would consider this.

**Dr Trevor Jones** firstly congratulated Professor Kirby and the team on steering the Society through Covid. He went on to ask about the expenditure against the overall income. Ms Acton advised that there had been £12.4m expenditure against an income of £10.1m, resulting in the £2.3m deficit for the year.

**A Fellow** questioned what was being done to attract younger doctors and healthcare professionals to the RSM. Ms Acton advised it was a careful balancing act as if we modernised too much, we risked alienating older members. Equally we had to listen to what those starting their careers needed. Ms Michelle Gordon, the Director of Communications, advised that she was working with the Student Section and Trainee Section on this.

**Dr Samantha Shinde**, a Trustee, added that the sustainability agenda of the RSM should be attractive to younger members. Ms Acton also said that the prizes and awards on offer to students were very good and did attract students to the RSM, as did the networking opportunities and career fairs.

**Dr Lauren Pecorino** wished to echo the question raised earlier relating to the Innovation meeting and longer Library opening hours. She also thought that having hybrid meetings would be useful for many members.

**Dr Rima Nasser** asked if gym facilities for members could be made available on site. This could be considered as part of the property strategy.

**Dr Robert Hensher** asked if there were any plans to have a new Royal Patron. Professor Kirby advised that we were waiting to hear from Buckingham Palace about this.

**A question on Slido** asked about reduced costs of membership for Trainees. Ms Gordon advised that an initiative was being drawn up to secure sponsorship of membership for Trainees.

**Dr Alison Davidson** suggested allowing 16-18 year-old A Level students use of the Library. This was noted.

**9. DATE OF NEXT MEETING**

The date of the next meeting would be advised in due course.