



The Association for Clinical Biochemistry

NOTICE OF ANNUAL GENERAL MEETING

The Fifty-Seventh Annual General Meeting of the Association will take place at 18:00 hours on **Monday, 10th May 2010**, in the Carron Room, SECC, Glasgow

AGENDA

1. To receive apologies for absence.
2. To receive and approve the Minutes of the Fifty-Sixth Annual General Meeting held on 18th May 2009.
3. To consider matters arising from the Minutes.
4. To receive the Annual Report of the Association for 2009, to which the President will speak.
5. To receive the Association Accounts and Balance Sheet for 2009, to which the Director of Finance will speak.
6. To report on the election of the following Officers:
 - Director of Finance
 - Director of Publications and Communications
 - Director of Education, Training and Workforce
 - Director of Scientific Affairs
 - Director of Clinical Practice
 - Director of Regulatory Affairs.
7. To report on the appointment by Council of the President Elect of the Association.
8. Election of Emeritus and Honorary Members and the award of Fellow of the Association.
9. Proposal to include the Association of Clinical Microbiologists (ACM) as a special section of the Association.
10. To receive a special resolution from Council for changes to the Memorandum, Articles and Bye-Laws of the Association.
11. On a proposal from Council to re-appoint Baker Tilly UK Audit LLP of St Phillips Point, Temple Row, Birmingham B2 5AF to be Auditors of the Association and to authorise Council to determine the remuneration of the Auditors for 2009/10.
12. To consider any other business
(Members wishing to raise issues under item 12 are requested to give notice to the Honorary Secretary by 1st May 2010).

THE ASSOCIATION FOR CLINICAL BIOCHEMISTRY

Minutes of the Fifty-Sixth Annual General Meeting of the Association held in in Hall 3B, Arena & Convention Centre, Liverpool on Monday 18th May 2009.

The Chair of the Association, Dr I D Watson, called the meeting to order at 18:00h.

There were 66 voting Members present.

56/1 APOLOGIES FOR ABSENCE were received from **Dr M Thomas, Miss J M Smith, Mr S C H Smith, Mrs S C Barnes and Miss H I Smith.**

56/2 THE MINUTES OF THE FIFTY-FIFTH ANNUAL GENERAL MEETING held on the 19th May 2009 were received and APPROVED. The acceptance of the minutes was proposed by Mr G H Lester, seconded by Dr G J Ayers and carried *nemine contradicente*.

56/3 MATTERS ARISING

There were none.

56/4 ANNUAL REPORT

The Association President thanked Mrs K E Hayden and the Focus 2009 Organising Committee for their hard work in organising this year's Focus meeting. He also thanked Dr G McCreanor for the preparation of the Annual Report.

There has been much consideration this year with the publication of the Carter Report. The Association accepted this report with a qualified acceptance; the Department of Health's response indicated some differences which the ACB felt comfortable with. The Carter Report is currently under consideration from impact assessment which is expected to be received sometime in the summer. It is still unclear how some of the proposed networks in the Carter Report will sit with Foundation Trusts as they do seem to act counter to networks. England is now the only country with a Primary and Secondary Care divide within Primary Care Trusts (PCTs).

A Modernising Scientific Careers (MSC) Consultation was launched in March 2009 as a four-country proposal. The ACB submitted a response identifying significant deficiencies within the Consultation document. Pilot projects are due to take place in Genetics as of this Autumn and MSC for Biochemistry is expected from the following year. Consultation meetings are anticipated following the evaluation of the responses of which there have been over one thousand. A final report on the MSC Consultation is expected this Autumn. The Healthcare Scientist workforce has been recognised in Scotland with a formal government committee and in England the workforce has been recognised with places on a new body entitled Medical Education England (MEE). A Life Sciences Taskforce has also been set up, jointly chaired by the Royal College of Pathologists and the Department of Health. This is encouraging delivery of new, non-medical FRCPath examinations in areas which do not current offer them, such as Haematology. The anticipation is that BMS would be able to sit these examinations and this would presumably apply to biochemistry, although nothing has been formally stated.

An overwhelming number of ACB members, 75% voted on the broadening of the ACB membership to any Healthcare Professional with an interest in Clinical Biochemistry. The President of the ACB felt this to be a very encouraging change for the Association. The ACB now needs to actively promote to potential members the benefits of being part

of an Association which specialises in Clinical Biochemistry. The Association has since been in discussion with various groups who wish to align themselves with the ACB professionally. When and if these proposals come about in the future the ACB may have to consider how it will then operate as an association.

Significant changes are occurring in laboratory organisation and therefore the way services will be delivered. Knowledge delivery is important to the ACB and the Scientific Committee have set up a Knowledge Co-Ordination Group.

National Pathology Week was run by the Royal College of Pathologists. The contribution of the ACB Trainees, led by Miss K Cooper, in organising projects for this was excellent. The event as a whole was so successful that it will be rerun in 2010.

CPA was sold to UKAS in April 2009. It will continue to trade as “CPA” but the Professional bodies will no longer be part of the Board, but rather part of the Advisory Committee with no executive authority. Changes can be expected in the future.

The ACB has been actively involved with Diabetes UK and the NHS Diabetes Team in enabling the IFCC standardisation of HbA1C. The President of the ACB thanked Prof W G John and Dr E S Kilpatrick for the information support they provided to the discussions that took place.

The President congratulated Dr G H Beastall on his election as President of the International Federation of Clinical Chemistry.

There have been changes of personnel within the ACB Office. Mr N R Law has taken on the role of Senior Administrator from Dr G V Groom. There are also three new members of office staff: Miss C Taylor, Miss J F Edwards and Mr M J Lester.

The President thanked his colleagues on the ACB Executive Committee for their hard work during his tenure. He especially thanked those members of Executive who would be stepping down from their roles: Dr G H Beastall, Dr G McCreanor, Dr C Coulson and Dr D O'Reilly. The President of the Association invited questions.

Dr W J Marshall asked if Council had discussed whether some of the reserve income from the Associations' investments be used to positively increase the membership. The President responded that this had not been expressly discussed but could be in the future. He also agreed with Dr W J Marshall's thoughts that a co-ordinated marketing campaign was needed to promote membership of the ACB.

The motion that the Annual Report should be adopted as an accurate record of the Association's activities was proposed by Dr W J Marshall, seconded by Dr G S Challand and accepted *nemine contradicente*.

56/5 THE ASSOCIATION ACCOUNTS AND BALANCE SHEETS for 2009, having been circulated previously, were received by the meeting.

The Honorary Treasurer of the Association referred to pages 26 and 27 of the Annual Report which showed the ACB Council's financial statement for the year. The Association made a loss of £124,000 during 2008 and taken with the loss of £57,000 in 2007 is something that cannot continue to happen. The accounts for 2008 show that income was in fact higher than the previous years due to an increase in subscription fees, a LabTests Online grant and increased income from meetings. But expenditure for 2008 rose higher, mainly due to meetings and administrative costs. The venue cost for Focus 2008 at Birmingham was considerably higher than in other years. Investment income fell

from £21,000 in 2007 to £13,000 in 2008. This was due to the credit crunch and general lowering of interest rates. The balance sheet for 2008 shows the Association has fixed assets of £2.1 million, taken with money owed by the Association and money owed to the Association £1.932 million remains.

The Honorary Treasurer referred to Page 28 of the Annual Report. £100,000 from the investments in 2007 was cashed in during 2008 to maintain a cash flow during the year.

The Honorary Treasurer referred to Page 29 of the Annual Report which states that the Association holds a minority interest in CPA of 8.333%. It is expected that the Association will receive around £150,000 with the sale of CPA. This is likely to be paid in stages rather than a single one off payment. It is unclear what the time period for these payments to arrive will be at this stage.

The Honorary Treasurer then spoke of how the Association should address the problems of a financial loss for a second year running. He stated that this had been discussed at ACB Executive and Council meetings and it had been decided that an immediate review of all expenditure would take place with an introduction of an 8% decrease of all Committees expenses and of the capitation allowance to the Regions. He stated that these decreases will not entirely bridge the gap as there are problems with the loss of sponsorship from companies for meetings like Focus and FiLM. One solution for this would be to increase subscription fees by 8% which was to be discussed later in the meeting. It is hoped that a combination of decreased expenditure and increased subscription fees will go some way to balance the books. The Honorary Treasurer invited questions.

Dr W J Marshall queried notes 1 and 5 on page 28 of the Annual Report. The Honorary Treasurer stated that the investments had been moved around somewhat during the year and that note 1 should in fact read "income and dividends" rather than "Investment Income". Dr J D Berg mentioned that if the ACB made a loss with Focus 2008 and is planning another national meeting with the AACC in September 2009 should it really be holding two or three large meetings a year which potentially dilute the delegate base to attending only one or two of these? The Honorary Treasurer responded that there is more pressure on the budgets when there is an IBMS meeting and a Focus meeting in the same year. He stated that the days of making a healthy profit from Focus have gone; but Focus 2009 in Liverpool is a new venue at a good price and the same is true for Focus 2010 in Glasgow. The President of the ACB stated that Focus 2009 is using a new exhibition model which is important to the control of expenditure. Mr I Hanning mentioned that there is a strategy in place for upcoming meetings and the format of Focus will be changed even further in the future.

Miss O Lanigan requested that the data for the accounts be presented in a different format in the next Annual Report for the Ordinary membership to have a better understanding of where exactly financial expenditure is going.

The Honorary Treasurer stated that there was little to mention with regards to the charity accounts. A donation was received during the year to the Benevolent Fund from the Welsh Region. The CP Stewart Memorial Fund made interest of £950.00.

The Honorary Treasurer of the Association proposed the Accounts. They were seconded by Dr W J Marshall and accepted *nemine contradicente*.

56/6 ELECTION OF OFFICERS

The Chair announced the unopposed elections of the following officers:

Director of Finance	Mr T F Dyer
Director of Publications and Communications	Mrs R Lapworth
Director of Education, Training and Workforce	Dr D M Cassidy
Director of Scientific Affairs	Dr R P Hill
Director of Clinical Practice	Dr W S A Smellie
Director of Regulatory Affairs	Mr G H Lester

56/7 ELECTION OF A NATIONAL MEMBER OF COUNCIL

The Chair reported that Dr C M Loughrey had been elected.

56/8 ELECTION OF EMERITUS AND HONORARY MEMBERS AND THE AWARD OF FELLOWSHIP OF THE ASSOCIATION

The Honorary Secretary of the Association brought to the AGM the following proposals from Council for nominations:

Emeritus Membership of the Association

Mr C J Seneviratne, proposed by the North West Region and seconded by Mrs R Lapworth.

Mr E Simpson, proposed by the Scottish Region and seconded by Dr W G Simpson.

Honorary Member of the Association

Prof C P Price, proposed by ACB Executive and seconded by Dr G H Beastall.

Dr D S Young, proposed by ACB executive and seconded by Dr R Beetham.

Prof M J McQueen, proposed by ACB Executive and seconded by Dr W J Marshall.

Dr G H Beastall, proposed by the Scottish Region and seconded by Dr G S Challand.

Fellowship of the Association

Dr M J Diver, proposed by the North West Region and seconded by Dr W J Marshall.

Dr P A Kyd, proposed by the Southern Region and seconded by Dr G J Ayers.

On a vote from the floor all nominations were accepted *nemine contradicente*.

56/9 SUBSCRIPTION INCREASE

The Honorary Treasurer spoke to the proposal from Council that the annual subscription should be increased as detailed in the Appendix to the Agenda.

The subscription increases were proposed by Dr G McCreanor and seconded by Dr D S J O'Reilly and carried *nemine contradicente*.

Subscription Fees

Student	£50.00
Federation	£86.00
Ordinary AfC up to & including 6, SHO, Research Fellow	£120.00
Ordinary AfC 7 & 8A, Specialist Registrar, Lecturer, Non-clinical Senior Lecturer	£158.00
Ordinary AfC 8B & 8C, Reader	£200.00
Ordinary AfC 8D & 9, Medical Consultant, Professor, Clinical Senior Lecturer	£222.00
Overseas	£162.00

56/10 SPECIAL RESOLUTION

The Honorary Secretary of the Association spoke to the special resolution from Council that the following Bye-Laws of the Association be amended

- 2.1.1 Ordinary Member Category is changed to "health professional with an interest in Clinical Biochemistry".
- 2.2.8 Affiliate Member category is removed
- 4.7 Affiliate Subscription is removed

The motion to approve the special resolution was proposed by ACB Council, seconded by Miss K Cooper and carried *nemine contradicente*.

56/11 REAPPOINTMENT OF AUDITORS OF THE ASSOCIATION

On behalf of Council, the Director of Finance proposed that Baker Tilly UK Audit LLP, St Phillips Point, Temple Row, Birmingham, B2 5AF be appointed as Auditors of the Association. The proposal was seconded by Dr M J Toop and carried *nemine contradicente*.

56/12 ANY OTHER BUSINESS

The President of the Association stated that awards are normally given at the Focus Banquet but the recipient of the President's Shield for 2010 was unable to attend and so he awarded the President's Shield at the AGM to Miss K Cooper for her leadership of the ACB Trainees during the very successful 2008 National Pathology Week.

On behalf of the AGM Dr G H Beastall extended thanks to Dr I D Watson for his contribution to the ACB as both Chairman and President during what was an extraordinarily difficult period.

The AGM was brought to a close at 19.05.

APPENDIX

Members Subscriptions

The proposed subscription rates effective from 1st January 2011 are:

<i>Membership Category</i>	<i>Subscription 2010</i>	<i>Proposed 2011</i>	<i>Percentage Increase</i>
Student	£50	£52	4.0%
Federation	£86	£90	4.65%
Ordinary Subs Band 1: AfC up to and including 6, SHO, Research Fellow	£120	£125	4.0%
Ordinary Subs Band 2: AfC 7 & 8A Specialist Registrar, Lecturer, Non-clinical Senior Lecturer	£158	£165	4.4%
Ordinary Subs Band 3: AfC 8B & 8C Reader	£200	£209	4.5%
Ordinary Subs Band 4: AfC 8D & 9 Medical Consultant, Professor, Clinical Senior Lecturer	£222	£232	4.5%
Overseas	£162	£172	6.2%

In order to encourage members to pay by direct debit which is a much more efficient method of payment those members who do use direct debit will receive a £5 discount on their subscription and the option to pay in two instalments in January and July. (The ACB can only collect Direct Debits from Sterling accounts in the UK) UK Members paying by Credit Card will have to pay a surcharge of 5%.

T F Dyer
Director of Finance