

# Minutes of the BCS Primary Health Care Specialist Group 43rd AGM

## Held at Hollins Hall Hotel, Shipley on 14th November 2024 at 4.30 pm

### 1 Welcome and Introductions

#### Present:

Dr Ian Thompson (Chair)	Dr Bhekizulu Bayana
Dr Vije Rajput (Vice Chair)	Karen Johnson
Dr Nilesh Jain (Treasurer)	Dr Steve Short
Dr John Robinson	Dr Jung Yin Tsang
Jennie Johnson	Dr Mike Bainbridge
Dr Mary Hawking	Dr Paul Miller
Dr Paul Singer	Dr Tom Nichols
Dr Dai Evans	Dr Rob Jeeves
Roz Foad	Dr Michael White
Dr Mike Clayton	Dr Imran Khan
Dr Richard Williams	Dr Colin Brown
Dr Neill Jones	Dr Shankari Dhinakaran
Dr James Roberts	Dr Ross Dyer-Smith
Grizelda Moules	Total 27

### 2 Apologies for Absence

Apologies received to date were received from Dr Beverley Ellis, Dr Glyn Hayes, Dr Ian McNicoll, Dr Marcus Baw and Dr Arjun Dhillon.

### 3 Minutes of the 2023 AGM

These were available and online. It was noted that the spelling of Dr Bhekizulu Bayana's surname had missed an a. This was corrected.

A vote of thanks was given to Roz Foad for her many years of work with the group including that as Secretary, from which she is now standing down.

The minutes were accepted as a true record.

Acceptance of minutes

Proposed: John Robinson

Seconded: Vije Rajput – carried

#### 3.1 Matters Arising from the Minutes

There were no matters arising.

### 4 Chair's Report

Ian Thompson presented his report which was also available on the website.

This is my first conference as Primary Health Care Specialist Group Chair and I want to start by thanking the committee, particularly those longstanding experienced members for helping and supporting me as I have taken on the role that my predecessor Miriam Lemar left.

I want to say particular thanks to Roz Foad who stepped back out of retirement to fill the secretary's post that was previously vacant, and who is planning to retire again at this AGM. I believe she has given many years' service for PHCSG through thick and thin and on behalf of all the members I would like to thank her for all her support to the group over these years.

It has been a busy year for me with my becoming involved in the Health and Care Executive at BCS, now the Faculty of Health and Care Board, and supporting both the transition of the former Faculty of Clinical Informatics into BCS and more importantly the Inaugural BCS Faculty of Health and Care Conference last month.

BCS HQ continue to provide support:

- Jan Hoogewerf, has continued to provide support to us and other member groups in the BCS Health and Care Faculty.
- Marie Setterfield stepped aside as our member group support and Emma Lane has taken over the role. We thank Marie for her past support and have welcomed Emma's enthusiasm and support in helping us make our Education day and Annual Conference happen.

## 4.1 Activities

Below is a summary of activities from the year

- Attending the BCS Health and Care Executive and subsequently the Faculty of Health and Care Board on behalf of the group, including active role in Inaugural BCS Faculty of Health and Care Conference
- One of our newer members James Roberts (winner of the Julian Costello Travel award last year) has attended the UK Joint GP IT Committee on behalf of the group, as I already have a seat from my role in Scotland. Many of the current GPIT challenges are discussed at the committee and it provides us the opportunity to represent the concerns of those at the front line in primary care.
- Our channel on Digital Health Networks Discourse continues to be available for all to access although it is not very active. We have a discussion space on BCS Discourse <https://community.bcs.org/c/primary-care/74> and are awaiting functional changes to the site that might allow us to disband the traditional mailing list.

## 4.2 Events

### 4.2.1 Conference, AGM and Education Day Event November 2023

Last year's conference was in Chester was a success with good engagement and some interesting international speakers.

### 4.2.2 Webinar

We only managed one webinar this year with Maggie Lay providing a useful insight into clinical safety and how this impacts frontline GP practices implementing digital tools.

## 4.3 Prizes

### 4.3.1 John Perry Prize 2023

Dr Ben Noble for his work on Cancer Maps, which clearly summarise the 2015 NICE NG12 Cancer Guidelines in three mind maps.

### 4.3.2 Hildi Franke Early Career Award 2023

Dr Stephen Bradley for his work on Lung Cancer diagnosis.

#### 4.3.3 Julian Costello Travel awards 2024

The applications for this in 2024 were particularly strong and a decision was made to provide funding an additional applicant beyond the two main winners. We have heard that both Hartesh and Jung are applying to join the Committee this year.

##### 4.3.3.1 Dr Hartesh Battu

Dr Battu is a general practitioner working in a practice in Kilmarnock and a clinical innovation fellow at the Digital Health Validation Lab (DHVL) within the Living Laboratory for precision medicine programme at the University of Glasgow.

##### 4.3.3.2 Dr Jung Yin Tsang

Dr Tsang is a general practitioner and academic researcher. He holds an NIHR doctoral research fellowship.

##### 4.3.3.3 Nunu Abdulla

Ms Abdulla is in her final year of the two-year NHS Graduate Management Training Scheme (GMTS) Health Informatics specialism and was considered to have submitted a very convincing application to warrant additional support, beyond the main winners.

#### 4.4 Conference, AGM and Education Day Event November 2024

As ever, a huge amount of time and commitment has gone into organising the Education Day, AGM and Conference for this year. Many thanks to the conference organising committee for their help with this; I must single out Grizelda Moules for all her hard work as it really would not happen without her unstinting support. Thanks were also given to Jennie Johnson who also contributed considerably towards the organisation of the conference this year.

#### 4.5 Next year

Next year's programme will start to be developed at the next committee meeting after this AGM; we will aim to continue to deliver our programme of activities and in so doing raise the profile of the BCS PHCSG growing our membership specifically we want to:

- Award prizes and bursaries to encourage both new and existing participation in primary care informatics
- Host webinars to share knowledge and host CLICSIGS to act as discussion forum for key topics in primary health and care informatics
- Run the Education Day and conference during 2025.

Acceptance of report

Proposed: John Robinson

Seconded: Vije Rajput – carried

### 5 Treasurer's Report

Nilesh Jain presented his report which is also available on the website.

He reported that overall we spent £577.36 across the year, out of a budget allocation of £3779 meaning that we were within our budget allocation.

#### 5.1 Budget 2023-24

For the financial year 2023-24, we submitted a budget requesting an allocation of £6475 from the BCS covering £2200 for committee meetings, £625 for JGPITC/FCI meetings, £1875 for 3 ClicSIGs, £500 for John Perry Prize and £454 for Early Career Prize and BCS memberships for the winner/finalists, nothing else for the

AGM and Annual Conference, and £2375 for the Education Day. We were given an allocation of £3779. As per the summary above, we only used part of our BCS allocation.

## 5.2 Running Costs 2023-24

Our running costs for 2023-24 were £484.80 comprising travel expenses.

## 5.3 AGM and Annual Conference + Education Day 2023

We had a net shortfall of £92.56 across the Education Day, AGM and Annual Conference. We raised £9931.15 from delegates and £2750 from sponsors. Our expenditure was £12773.71. The main part of that was venue cost of £9695 across all 3 events. Huge congratulations to everyone on the committee who worked hard to make the conference such a success in terms of attendance and finance.

## 5.4 Budget 2024-25

For the financial year 2024-25, we submitted a budget requesting an allocation of £7506 from the BCS covering £1100 for committee meetings, £625 for JGPITC/BCS Health and Care Executive meetings, £1875 for 3 ClicSIGs, £500 for John Perry Prize, £154 (surplus) for the AGM and Annual Conference, and £3560 for the Education Day. We have been given an allocation of only £722.85. Part of the rationale is that most Specialist Groups and Branches tend not to spend all their allocation, and hence they want to hold a central pot that we can apply to using Supplementary Funding Requests (SFRs) for specific events. We also applied for £3000 for the Education Day through a SFR which has been allocated.

The reduction was achieved through reducing allocations across committee meetings, JGPITC/BCS H&CE meetings and ClicSIGs. We will keep a close eye on this event, and apply for additional funding for ClicSIGs and other events through the year if needed.

It is hoped we will organise more events in the coming year.

Nilesh Jain, DSc MBCS CITP

Acceptance of report

Proposed: Dai Evans

Seconded: Paul Singer – carried

## 6 Elections to the Committee

Role	Person
Secretary	Karen Johnson
Treasurer	Nilesh Jain
Vice-Treasurer	Steve Short
Social Media and Publicity	Jennie Johnson and Bhekizulu Bayana
DPHC (Defense Primary Care) Liaison	Mike Clayton
Primary Care Liaison	Jung Yin Tsang
General	Mary Hawking, Neill Jones and Hartesh Battu
Co-opted	Arjun Dhillon to continue as co-opt as appropriate

These elections were voted for en masse

Proposed: John Robinson

Seconded: Dai Evans

## 7 Any Other Business

There was no other business. Thanks were given to Ian for his hard work as Chair of the Group.

### 7.1 Date of next Committee meeting

The next Committee meeting will follow immediately after this AGM. Subsequent Committee meetings would be announced. The next would probably be in January 2025.

### 7.2 Date of next AGM

The venue and date to be confirmed and circulated but would be provisionally in October or November 2025. We need to watch dates and avoid clashes.