



bscpp

**The British Society for
Colposcopy and Cervical Pathology**

**Minutes of the Annual General Meeting held at
Cardiff City Stadium, Wednesday 3 May 2017**

1. Adoption of previous minutes – Bradford, 15 April 2016

The minutes of the meeting held on 15 April 2016 in Bradford were accepted as a true and accurate record.

https://www.bscpp.org.uk/assets/file/uploads/resources/AGM_Minutes_Bradford_2016.pdf

2. Matters Arising

2.1 Reappointment of Trustees

The President informed members that it had been unanimously agreed and ratified by the Committee that BSCCP Trustee conference registration, travel and accommodation fees would be paid for by the BSCCP.

The President announced that A Singer would be retiring as BSCCP Trustee at the BSCCP and passed his thanks to Albert for all his hard work and dedication to the BSCCP over the years.

The President then informed members that Robert Music from Jo's Trust would join the Committee as a Trustee and that this has been formally proposed by M Cruickshank and J Jordan Joe and seconded by P Martin-Hirsch at the BSCCP Committee meeting that took place on 3 May 2017.

3. Honorary Secretary's Report

The Secretary reported to members that the Society currently has 2254 members, with 387 members in training with 137 people registered to train in 2016. There are 1492 certified colposcopists, of which 253 are nurse colposcopists. There are 412 accredited trainers. The Secretary then informed members that Karin Hellner had joined the Committee as South Eastern Representative, and explained that Karin had taken over from A Oladipo in Dec 16.

The President informed members that N Das had resigned as South Western Representative and that an election would be held in 2018 for the new South West Representative.

Members were also told that the nominations deadline for President-elect, Secretary and Treasurer would be December 2017.

4. NHSCSP Quality Assurance Working Group

4.1 Update on roll-out of HPV Primary Screening in England

The Secretary informed members that PHE progress will be on hold until after the general election on 8 June 2017. The Secretary also reported on:

- Roll out of HPV Primary Screening in England
- Data Agency in PHE Manuscript being prepared
- Issues: Extension of screening interval, no peer review evidence, use of genotyping

4.2 Update National Clinical Professional Group for Colposcopy

- National Clinical Group for Colposcopy
- Aim to reduce the number of standards to be in line with other programmes
- Parallel document with how to run colposcopy/do colposcopy
- Service specification no 25

5 BSCCP I.T. Update

5.1 Document 20 APP Development and Launch

Members were informed that the BSCCP Document 20 APP was now live and available to download for free via the Apple and Android APP stores, and that the APP had been very well received, urging those who hadn't done so already to download it.

5.2 Update on Online Education Training System – Moodle/Synergy

The Secretary informed members that Synergy had been employed to provide consultancy support to train the I.T development team on the Moodle sites on-going development and usage and also the development and set up of a template to support the standardisation of the information collated for use on the E-Learning Zone site.

5.3 Update on E-Learning Technologist Recruitment

Members were informed that the E-Learning Technologist would be employed on a fixed term contract to support the building of the Moodle, and interviews for the E-Learning Technologist role would be taking place on 12 May 2017, at the RCOG, in London.

5.4 I.T Chair of the Committee Update

Members were notified that the I.T Chair interview had taken place on Wednesday 3rd May in Cardiff and that Jullien Brady had been appointed as the I.T Committee Chair. The Secretary also invited members with an interest in Education and E Learning to join the IT Committee and IT Working Group.

6 Certification and Training Matters

6.1 OSCE Preparation Course 22.03.2017 & 20.09.2017

Two OSCE Preparation courses were held in Birmingham in 2016 and were fully attended. An OSCE preparation course was held in Birmingham on 22.03.2017 and was fully attended, with another OSCE Preparation course scheduled for 20.09.2017.

6.2 OSCE Examinations

There were 2 OSCE examinations in 2016. 78 trainees sat the OSCE and 65 passed, giving a pass rate of 83.3. There are 2 OSCE examinations booked for 2017 (17/05/17 and 18/10/17).

6.3 Appointment of Chair of the CTC by April 2018

The new CTC Chair will be interviewed at the Scientific Meeting being held in Manchester 2018. The current chair, Nick Myerson will be ex officio for 1 year after the new appointment.

7 EFC – European Federation for Colposcopy Update

Charles Redman was asked by the Secretary to provide members with an update. Charles thanked the BSCCP for its bursary funding for colleagues in poorer countries to attend the EFC in Paris 2017 and for its generosity in

providing bursary's to allow foreign Colposcopists to train in the UK, and emphasised to members the excellent training capacity the UK has.

8 IFCPC – International Federation for Cervical Pathology & Colposcopy Update

The secretary reminded members that The 17th World Congress of International Federation of Cervical Pathology and Colposcopy will be taking place on 1-4 October 2020, in Hyderabad, India.

Also, members were reminded that the next European Federation for Colposcopy meeting will take place in Rome, Italy in 2019.

9 Honorary Treasurer's Report BSCCP 2016 Final Accounts

The Treasurer informed the Committee that BDO had prepared the 2016 End of Year Final Accounts and Trustees Report. The balance of funds as at 31.12.2016 was £565,609 (£607,444 in 2015) and a deficit of £41,835 for the year ending 31.12.2016 was reported. (2015 – Surplus of £38,749).

<https://www.bsccp.org.uk/about-us/agm-minutes-finances/>

The Treasurer informed members that as subscription fees had not been increased since 2011 and the Executive Committee had agreed to a £10.00 increase on Annual Subscription fees from £60.00 to £70.00, starting from 01.01.2018. Members were asked to accept or raise any objections to the Treasurers report or the proposed £10.00 increase in subscription fees by a show of hands. No objections were raised and both were accepted.

10 Future Meetings

2018 Manchester Central Monday 30 April – Wednesday 2 May

Members were informed that the Manchester meeting falls within a re accreditation year. The programme is being developed to reflect global colposcopy, with overseas speakers from America and Australia being approached to talk at the event.

2019 Bournemouth 8-10 May.

Members were asked to consider putting themselves forward to Chair the local organising Committee in Bournemouth.

2020 Edinburgh or Glasgow.

Members were given the opportunity to decide between Edinburgh and Glasgow for the location of the 2020 meeting and with a show of hands Edinburgh was chosen.

2021 Dublin or Belfast (Re Accreditation Year).

Members were informed that the Convention Centre in Dublin had been chosen as the location for the 2021 meeting and that Grainne Flannelly will be leading the Local Organising Committee, with support from Gary Dorman.

2022 Birmingham

Members were informed that the dates for the meeting are 4-6 May, at the International Convention Centre in Birmingham. (ICC) and it was highlighted that this is the BSCCP's 50th birthday year and were asked to make contact with In Conference if they had any memorabilia, photos and stories to share.

11 President's Report and Any Other Business

The President thanked Grainne for her hard work and dedication to the development of BSCCP's I.T activities, particularly the E Learning

development and APP, and presented her with a certificate and vase. The President then handed over to Grainne to provide members with an overview of the IT and E Learning and Moodle development works that have been taking place.

12 Next Meeting: Manchester Central - Monday 30th April – Wed 2nd May 2018