

Annual General Meeting 2015

22nd June, 2015

Austin Court

Birmingham

9.30am

Chair's report

- Huge **thank you** to the exec team
- Providing support where possible to the designation process
- Encouraging the development of a workforce strategy
- Representation at meetings/public face where required
- Point of contact



..... **WANTED**

New chair for 2016

Contributions from the floor

Treasurer's report

22nd June 2015

Report for financial activities

- ACGS accounts activated January 2014 following merger of ACC and CMGS
- New Treasurer elected July 2014
- Difficulties with gaining access to bank accounts overcome
- PayPal account setup in time for 2014 meeting
- Negotiation with Charities Commission over financial year end for ACGS (March to December)
- Working with Peter Farndon – BSGM Treasurer

New membership fee structure

- Extraordinary meeting of Chairs and Treasurers from constituent groups, 9th March 2015
- Triggered by financial difficulties of BSGM
- Restructuring of annual BSGM meeting integral to stabilising finances
- Recognising desire for tiered structure; and need for increased income
- Approved at BSGM AGM, 8th June 2015
- Collection of BSGM membership fees likely in September 2015
- One-off levy of £5 / BSGM member for 2015
- Deferred payment of constituent group membership fee component for 2015 (BSGM aims to repay by 2020)
- Seeking approval from ACGS for above, and backing from membership for support to Peter Farndon, BSGM Treasurer, in his work to secure financial stability of BSGM

Membership fee structure

	BSGM			ACGS		
	Ordinary Member	Consultant/8C Member	Student Member	Ordinary Member	Consultant/8C Member	Member Band 5 or below
BSGM	£60	£85	£20	£45	£70	£10
Constituent				£15	£15	£10
	£60	£85	£20	£60	£85	£20

	ACNG			CGS			CGG
	Ordinary Member	Consultant/8C Member	Student Member	Ordinary Member	Consultant/8C Member	Student Member	Ordinary Member
BSGM	£45	£70	£20	£45	£70	£20	£45
Constituent	£25	£25		£25	£25		£15
	£70	£95	£20	£70	£95	£20	£60

Summary of Accounts 2014

	Sum of balances	Comments
January 2014	£150,815.30	
January 2015	£142,121.63	
June 2015	£126,030.67	Not typical - registration fees for this meeting not yet fully collected; Deferred contribution of membership fees agreed with BSGM for 2015

Spring Meeting 2014

Activity	Income	Expenditure	Balance
Spring meeting; Birmingham; 29-30th April 2014	£22,639	£21,000	£1639

Financial tasks 2015

- Continue with stable management of finances (e.g. pay expenses within 1 month)
- Document tasks and procedures
- Ensure backup access to working records is available to other ACGS Trustees
- Finalise 2014 accounts with Wilkins Kennedy LLP and submit to Charities Commission
- Examine how best to utilise our resources in pursuit of our society's aims

Communications Subcommittee

ACGS Website

- Going from strength to strength following constructive meeting with the web designers
- Now have password protected members area populated with meeting minutes and consultation documents
- A well used easy to access jobs section
- Up to date news and events pages
- News, events and jobs are advertised via Twitter and FaceBook
- CMGS website now closed all references to it removed and old content held by Peter Logan, David Gokehale and Hazel Dinning.
- Migration of archive minutes from CMGS website continues
- **Wanted – suggestions for what else you would like the website or social media to offer**

Communications Subcommittee

Membership Liaison

- We have an up-to-date list of members from the BSGM but this relies on members
- **Please remember to inform us (and BSGM) of any changes of address /email etc**
- We continue to communicate with the membership by email but will stop using this medium for advertising jobs
- We have promoted the ACGS at various meetings including technologist meeting and ESHG Glasgow
- We have recently produced a range of promotional material – banners, poster, pens and leaflets

Communications Subcommittee

Newsletter

- One edition published on-line since last AGM
- Please send articles to Emma Huxley (emma.huxley@bwnft.nhs.net) and Irene Carolina (IRENE.CAROLINA@bwnft.nhs.uk)
- Deadline for next edition is 30th November 2015

Future work

- Raise our profile with members of the laboratory genetics community and the wider laboratory community
- We aim to produce a STEM presentation which can be accessed via our website for STEM ambassadors to help enthuse the next generation of genetic scientists and technologists

Wanted

- Anyone interested in joining the committee particularly genetic technologists with a molecular background?
- Another newsletter editor to assist Emma.
- Please contact Hazel at hazel.dinning@nuh.nhs.uk.

Quality Subcommittee

- **Best Practice Guidelines**

- Completed – General Reporting of Genetic results/Sarcoma RT-PCR
- Out for consultation on ACGS website – Internal Quality Control
- Out for consultation to workshop delegates – NGS review
- Currently under review - Lynch syndrome/Postnatal arrays/Breakage syndrome
- New guidelines – Prenatal arrays/Hypertrophic cardiomyopathies/Molecular tissue identification
- Model risk calculations for CF and SMA

- **Audits**

- ACGS activity audit 2013-14 to include all activity of genetics laboratories
- HGVS/reference sequence audit

- **Genetics Dashboard**

- Laboratory category changes agreed by CRG and active from April 2015
- Guidance document produced

Quality Subcommittee

- **Ongoing projects**
 - National Laboratory Medicine Catalogue (NLMC)
 - NHS Fetal Anomaly Screening Programme (FASP)
- **Workshops**
 - Internal Quality Control workshop – November 2014
 - NGS BPG workshop with UKGTN – February 2015
 - Accreditation workshop – Summer 2015 *TBC*
 - Prenatal arrays workshop – September 2015 *TBC*
- **GenUs**
 - Review of cytogenetic bandings and changes recommended

Thank you to the QSC

Scientific Subcommittee Report (2014-2015)

Meetings

- BSGM Liverpool, September 2014
 - Programming and abstract review
 - Hosted Variant analysis workshop (new!)
- ESHG Glasgow , June 2015
 - Co-opted for 2015 into scientific programming, abstract review and session chairing
- ACGS Rare Disease, June 2015; this meeting
- ACGS/PHG; Data-sharing Workshop, June 2015 (tomorrow!)

Date for Diary:

- ***ACGS/ACP/RCPATH/NEQAS***
- ***Mol.Path/HaemOnc, Sept. 21st 2015***
- ***Provisional Pgm to follow-shortly***

Scientific Subcommittee Report (2014-2015)

Future Meetings (2016)

- BSGM September 2016
 - 1 Meeting Day, London (venue + date tbc)
 - Morning of Big Picture National Projects / Initiatives
 - Afternoon of (?) 2 x Concurrent sessions (Clinical and Scientific)
- ? ACGS Spring 2016
 - a) 2-Day Meeting Austin Court*
Day-1: AGM + Rare Disease/Repro-Gen; projects, invited speakers, abstract
Day-2: Interactive variant interpretation workshop(s)

 - b) 1-2 Day Meeting Austin Court*
Molecular Pathology and Haemato-Oncology

Data-collation/sharing

- Workshop 23rd June to “address”
 - NHS Consortium Database housed by DECIPHER?
 - Joint Publication with PHG to inform Best Practice
- Miscarriage audit
 - Chrisy Waterman (this meeting)
- Huntington; intermediate allele stability
 - Mary Davis / Simon Thomas (on-going)
- Research/Development Audit
 - Una Maye/NIHR Genetics Spec Group (on-going)

..... **WANTED**

ACGS Meeting / Conference Organiser

- Dynamic and Resourceful Individual
- Willing to work (email) outside of normal hours for absolutely no additional income
- Technologist or Clinical Scientist
- Will become member of Scientific Sub-Committee
- Liaise closely with Treasurer, Trade, Venues Communication-Sub Com and BSGM
- New people, new skills

Workforce Development Report (2014-2015)

Work Delivered

- Role Descriptors for Genetics at the various career framework levels
 - Available on website
 - Will undergo review and refinement
- Completed all outstanding assessments for non-STP training programmes
- Assumed lead for OSFA stations
 - Huge thanks to Lorraine Gaunt and her team
- Collated and compiled data for the annual review of the Genetics workforce
 - Big thank you to all the labs for another 100% submission rate!
- Provided advice and input into new STP and HSST curricula.
- Meetings
 - RCPATH part 1 and Part 2 self help workshops
 - Very successful Genetic Technologist meeting in Bristol
 - Cross-discipline Training Officers meeting

Workforce Development Report (2014-2015)

Collaboration with other bodies

- Ongoing work with National School, Academy for Healthcare Science and Institute of Biomedical Science to develop effective solutions to address critical workforce issues
- Working with National School and Institute to develop Practitioner training
- Providing data to RCPATH and Health Education England around effective workforce planning
- Involvement of sub-committee members in establishing the accredited AHCS Practitioner Register.

Workforce Development Report (2014-2015)

Current Workplans

- Further refine the data collected as part of the workforce review to input into Health Education England
- Develop programmes for Accredited Scientific Practice in collaboration with National School.
- Develop technical scopes of practice
- Clarify and inform membership of routes to registration
- Develop guidance on assessing competence in collaboration with Quality Subcommittee
- Organise another Genetic Technologist meeting – Manchester
- Develop online continuing professional development portfolio for ACGS.

Workforce Development Report (2014-2015)

Thanks to

- Current WDC members for their support, enthusiasm and good ideas
- Previous members of the WDC for their help and support.
- Members who volunteered as OSFA station writers and assessors.
- Those enthusiastic younger ACGS members who responded to the recent call for new members
 - The WDC will be in touch soon!