



FACULTY OF PHARMACEUTICAL MEDICINE
19 Angel Gate, 326a City Road, London, EC1V 2PT
Reg. Company Number 6870644. Reg. Charity Number 1130573

**Unconfirmed Minutes of the Annual General Meeting of the
Faculty of Pharmaceutical Medicine, held online on Wednesday 10 November 2021 at 17:30**

1. Welcome

The President welcomed members to the meeting. He thanked the Board and Dr Marcia Philbin, Chief Executive, for their contribution to reshaping FPM and he congratulated Dr Flic Gabbay, the President-elect.

2. Chief Executive update

Dr Marcia Philbin, Chief Executive, reported on the work of FPM and its priorities for 2022 and noted that FPM will focus on priority areas highlighted in the AGM report which are to develop FPM Strategy 2023-2025, ensure new trustees and Officers are supported in their roles, update our digital infrastructure and implement a new Learning Management System (LMS) to support FPM's expanding education and training provision.

Dr Philbin congratulated the 24 doctors who completed PMST training and were entered on to specialty register for pharmaceutical medicine during the last year and she thanked Prof Stonier, FPM's Director of Specialty Training, who has led the way in establishing our specialty in Europe and other parts of world.

Membership is growing and to support this, FPM has established a new Membership Committee with a remit to promote membership and ensure our members are supported. FPM's Global Forum has identified the key priorities to engage and grow the international membership and FPM also established the Equality, Diversity and Inclusion Forum in 2021.

FPM welcomed Sam Baglioni as FPM's new Head of Education and Dr Philbin congratulated Professor Penny Ward for her second term as Chair of the Education and Standard Committee. Thanks were also given to Dr Ruth Dixon and the Officers of the Board of Examiners for their work on exams and the challenge of migrating all our exam to a digital platform. Dr Philbin also thanked Professor Alan Boyd who gifted his DPM training course to FPM and who has worked with us to successfully transfer the programme and we are very grateful. Next year our priority is to modernise education delivery with the implementation of our new LMS.

FPM values were launched last year and have been incorporated into our ways of working but we also want to bring them to life for both team and members.

New staff appointments include Musie Gebremariam as General Assistant, Sam Baglioni as Head of Education, Eve Snare as Education Manager and Joe Meredith as Policy and Press Co-ordinator. These are all new roles, and this takes the number of permanent staff to 15.

Our priority for the new year is to develop a strategic plan for 2023-25 as we come to the end of the current strategy and to confirm our operational objectives for 2022.

3. Observance of a period of silence in memory of members who have died

Members present observed a period of silence in memory of Professor Richard Rondel.

4. Apologies for Absence

Apologies had been received from 11 members.

5. Minutes of the Annual General Meeting held on 25 November 2020

These were approved as an accurate record of the meeting.

6. Resolution - Appointment of External Auditors for current financial year

Members were asked to cast their vote using the online voting form for the re-appointment of Sayer Vincent as external auditors for the financial period 1 January 2021 to 31 December 2021 and to authorise the Board of Trustees to agree the level of remuneration.

7. Trustee Elections and Appointments 2021

The Registrar advised that during 2021 Professor Tim Higenbottam completed his term as President and Dr Flic Gabbay has been elected President. In addition, Dr Sheuli Porkess has been elected as Vice-President and Dr Chris Worth as Registrar. The Board also appointed Dr Emma Harvey, Dr Neil Snowise and Dr Craig Hartford as Trustees in 2021 and Professor Robert Unwin was appointed as RCP London representative trustee for a second term.

The Officers thanked Dr Sharon McCullough, Dr Stuart Dollow and Dr Tahir Saleem who stood down as Trustees in 2021 and Dr Tom Morris who stood down after completing two terms as Registrar.

8. Fellowship and Awards Committee 2021

8.1 Fellowship

Dr Mohammed Ahmed, Dr Ruslan Croitoru, Dr Elizabeth Croydon, Dr Stevan Emmett, Dr Fiona Frahm, Dr Sadia Halim, Dr Ravi Jandhyala, Dr Jonathan Janes, Dr Bryn Jones, Dr Yasser Kamel, Dr Blerina Kola, Dr Jasmine Lichfield, Dr Grace Macaulay, Dr Richard Ng Kwet Shing, Dr Sarah-Jane Reeder, Dr James Relf, Dr Essra Ridha, Dr Bruno Rosen, Dr Ian Sabir, Dr Arunesh Sil, Dr Mehrnaz Tadayon, Dr Peter Tooley and Dr Satish Venkateshan were elected to Fellowship by the Board on 7 July 2021.

8.2 Honorary Fellowship

Prof Richard Barker, Ms Kate Bingham and Dr William Van't Hoff were awarded Honorary Fellowship by the Board on 7 July 2021.

8.3 Honorary Membership

Dr Renata Crome and Ms Trishna Bharadia were awarded Honorary Membership by the Board on 7 July 2021.

8.4 Membership by Distinction

Dr Craig Hartford Dr Susan Galbraith Dr Duncan McHale and Dr Mary McHale were awarded Membership by Distinction by the Board on 7 July 2021.

8.5 President's Medal

Dr Susan Bews was awarded the President's Medal by the Board on 7 July 2021.

9. Open session for questions on received reports (AGM21B)

The meeting was opened for questions and one member asked what efforts have been made to strengthen experimental drug developments and to support approval processes? The President confirmed numerous people across FPM sit on multi-disciplinary working parties which feed in to

NIHR, MHRA etc and that FPM are bringing in a new Director for Experimental Therapeutics. It was asked if we can resource research within FPM and the President noted FPM is active with others' research via working parties but would be good to lead on these.

Dr Neil Snowise, trustee, notes that FPM has been delivering educational content to medical students at Brighton & Sussex and Kent & Medway and it would be good to expand this.

A member asked about FPM's international ambitions and Dr Philbin confirmed that FPM Global has representatives from many countries and has considered how FPM can support other countries to develop their own capabilities via education, training and standards. FPM is also advocating and raising awareness to help lower income countries to attract investment in education and training. FPM does consider collaborations, but our limited resources mean we have to prioritise who we work with.

Dr Craig Hartford, trustee, noted FPM had expert forums which convened on diversity in clinical studies (applicable in early development studies as well) plus a dedicated educational series on observational studies (which support post-approval commitments and thus approvals). There is lots going on and our members are encouraged to volunteer their support as it will be very exciting time over the next few years. Our new President's job is to ensure we focus in on what we can do as FPM is much in demand now and it needs to prioritise.

10. Transfer of Presidency

Professor Tim Higenbottam steps down as President and Dr Flic Gabbay, President-elect takes over as President with immediate effect.

11. New President's Speech

Dr Flic Gabbay, President, thanked the out-going President Professor Tim Higenbottam said how proud and humble she was to be President. Dr Gabbay outlined how FPM was formed and noted how thrilling it is that we now have so many enthused engaged members working with FPM, who through working parties, expert groups and by providing feedback, have brought FPM to the fore and raised our profile. The arrival of Dr Marcia Philbin, Chief Executive, in 2019, has spurred this sense of change, and Dr Gabbay thanked all those staff who have worked for FPM over the years.

Dr Gabbay considered FPM's current strategy, set three years ago when life wasn't the same. She noted the core elements of the strategy, education, good governance and financial stability are still material and FPM will continue to drive this forward. But the last two years have given us the chance to do things differently and we need to think about how FPM can contribute to public health, sustainability, and how to promote an understanding of our discipline.

Dr Gabbay paid tribute to the Policy and Communications Group and our Expert Groups who have had to cope with increasing demand including press releases and consultations and we need to make sure we can resource this area and that those involved get our support so we can be even more successful in this area.

FPM's education provision has expanded and gone online, and Dr Gabbay thanked Penny Ward, Ruth Dixon and their teams. The new Directors of Human Pharmacology and Experimental Therapeutics will give FPM more approaches to early development and more shorter courses delivered online will raise our profile outside of the UK.

Financial stability is important and our investment in the digital infrastructure will contribute to FPM's sustainability and resilience. Dr Gabbay gave her thanks to FPM's staff and to the members who give their time by joining our committees, the Board, working groups and expert groups.

12. Result of the resolution put to the vote

Members present and those who had voted by proxy approved (14 votes, 12 for, 1 no indication, 1 against) the re-appointment of Sayer Vincent as external auditors for the financial period 1 January 2021 to 31 December 2021 and to authorise the Board of Trustees to agree the level of remuneration.

13. Any Other Business

None received.

14. Date of Annual General Meeting 2022

The date of the 2022 Annual General Meeting is to be announced.

15. Close of Proceedings

The President thanked those present for attending and closed the meeting.