

**SAPC**  
SAPC Annual General Meeting  
**Minutes**

**Thursday 20<sup>th</sup> July 2023**  
**Doubletree by Hilton Brighton Metropole**  
106-121, King's Road, Brighton, BN1 2FU  
**10.15 – 10.45**

**1. Welcome**

Rupert Payne (SAPC Co Chair) welcomed all to the Annual General Meeting of SAPC. Duncan Shrewsbury (SAPC Co Chair) and the ASM organising committee were thanked for a fantastic conference.

Rupert Payne and Duncan Shrewsbury were encouraged to see new faces present.

**2. Attendance and apologies**

Apologies were received from Greg Irving.

The meeting was quorate.

**3. Minutes of last meeting and matters arising**

Attendees were asked to review the minutes of the AGM held in Preston 2022 and to raise any matters arising.

No matters were raised and the minutes were approved as an accurate record.

**4. Acknowledgements and congratulations**

Congratulations were given to members gaining recognition within Academic Primary Care over the past year.

## 5. Updates on SAPC activities by the executive team

- SAPC highlights of the year (Rupert Payne & Duncan Shrewsbury)

*It feels surreal writing our first report, a whole year having passed since Prof. Carolyn Chew-Graham passed on the baton of SAPC chair to us at last year's AGM in Preston: where has that time gone? The past 12 months have seen SAPC, and our wider community adapt to the 'new normal' as the variants of Covid-19 become endemic. Much of how we have continued to function as an academic society was put in place by our predecessors and is testimony to their efforts and perseverance in the face of significant adversity. In an attempt to make what we do as an executive committee more visible and accessible to our busy members, we are trialling a few differences:*

- *Reports and papers (such as this) will be more concise (aiming for a single side of A4) linked to further information where relevant.*
- *Reports and papers will be hosted on our website ([www.sapc.ac.uk](http://www.sapc.ac.uk)) where they can be downloaded and read by anyone.*
- *Optimise digital working and sharing of information (e.g. these papers) to support greater accessibility and reduce environmental impact of unnecessary printing.*
- *Closer working with our ambassador network to ensure a 2-way flow of communication with academic primary care departments across the UK.*

*The main body of a chairs' report would normally focus on what we have done and achieved as an academic society, and what we have done as chairs to support this, in the past year. Accordingly, a brief synopsis of key achievements and actions on behalf of SAPC include:*

- *Applying to the Charity Commission for Charitable Incorporated Organisation status. In order to do this, we had to consult and draft constitution – which are readily available [here](#).*
  - *The application was unsuccessful, but helpful feedback was received to support a re-application in the near future. In the meantime, we hope to obtain incorporated status as a company to protect the interests of our members.*
  - *Key to this feedback was the public-facing presence that SAPC has (e.g. website etc) and how this shows what we do in a way that is aligned to both our charitable aims and with clear relevance and benefit to the public. Accordingly, we have worked with our executive committee members to launch a review and revision of our website and other public materials.*
- *Worked to support the development of general practice and academic primary care, and concerns around workforce and capacity*
  - *SAPC submitted a written [response](#) to the House of Commons enquiry into the [future of general practice](#), although we were not invited to give further evidence. We also corresponded with the House of Lords regarding their inquiry into [clinical academics](#).*

- Activity from the McKenzie 3 group to address concerns around the productivity and health of the academic primary care workforce, as well as improving how academic primary care research is valued within the wider research community
- Ongoing work has been carried out to negotiate equitable access to national Clinical Impact Awards for senior academic GPs, as well as access to local awards.
- Development of strategic relationships in medical education, particularly:
  - With the Association for the Study of Medical Education (ASME) and,
  - Work undertaken by our Heads of Teaching (HOTs) group with NHS Education for Scotland on the Virtual Primary Care programme.
- We continue to develop collaborative links with other organisations with shared interests and values. In particular:
  - 6-monthly meetings with RCGP are now well established, and discussions are ongoing with respect to aligning our strategic goals and research priorities.
  - We have built on our existing relationship with AAAPC, formalising this through a new Memorandum of Understanding, and have been working on joint activities including co-hosted online webinars/workshops for members of both organisations.
  - Meetings with the NIHR School for Primary Care Research to foster shared ambitions. This has included working together to improve access to mentorship opportunities for early career researchers.
  - We have held meetings with specialist organisations, including the College of Mental Health Pharmacists and the British Pharmacological Society, to strengthen links in specific clinical areas, and identify room for membership growth targeting health care professionals outside of medicine.
- Improving our communications capacity, both for members and to external stakeholders. This includes work to refresh our website (hopefully later in 2023) which will support our aims to become a charity (see above) including a “mapping exercise” to make it easier to find departments and specific expertise within our membership. We also looking at how we can better advertise the academic activity undertaken by our members by building stronger links to external stakeholders thus facilitating achievement of impact.

*A key challenge for 2022-2023 has been working with a new Secretariat following the retirement of Sue Stewart who provided SAPC with support for many years. We are now supported by the Association Management Company. This new relationship has been very successful to date, and we are optimistic that this will remain very constructive for the foreseeable future.*

*In other news, we have welcomed Dr Victoria Tzortziou-Brown to the role of communications lead, and Dr Greg Irving as our new treasurer, and Prof. Jo Prothero joins Prof. Joe Roesenthal as co-chair of our Heads of Teaching (HOTs) group. We are extremely grateful for the hard work of all the many different members of the executive team and beyond in supporting the successful running of SAPC.*

*Our plans for the next year include building on the work to date, including securing charitable status, supporting the academic primary care workforce, working with key collaborators including*

Members of the Exec were then asked to introduce themselves and provide an update on their areas.

## **6. Treasurer's update (Greg Irving)**

Greg Irving sent apologies and provided the following update:

*Key message is that SAPC accounts are in a very good position, massively thanks to previous treasurer Jo Protheroe. The main driver for income is membership. Ambassadors very important in driving this forwards and encouraging memberships from their institutions. As a not for profit, we balance this income with expenditure used to support groups such as SIGs and provision of prizes.*

## **7. Charitable Incorporated Organisation (Duncan Shrewsbury)**

Duncan provided the following update:

*Applying to become a charity, has been knocked back and we are working on attending to the comprehensive feedback received.*

*SAPC needs to demonstrate a charitable cause and we can do this by*

- *Developing stronger strategic relationships.*
- *Maintaining an active PHoCuS group (A breakfast meeting was held this morning, with useful discussion and planning).*
- *Support for Mackenzie 3 and health and academic primary care workforce*
- *Developing stronger strategic relationships.*
- *Developing collaborative relationships.*
- *Building on existing relationship with AAAPC, with workshops and seminars online.*
- *Mentorship opportunities for early career researchers.*
- *Meetings with specialist organisations (Clinical areas/college of mental health pharmacy).*
- *Developing non medical membership*
- *Comms – working on a refresh of our website. Jo Reeve – Mapping project.*

## **8. HoDs & WiseGP (Joanne Reeve)**

Joanne provided an update on the Heads of Department group which is in a transitional period:

*There are currently 48 medical schools in the UK and Ireland. Key issues are workforce and the practical issue of how to build this.*

*WiseGP was founded from ideas that emerged from workshop conversations and the WiseGP programme leads in response to clinicians that were telling us they need enhanced skills. There is a need for frontline practitioners to develop these skills. Resources will help with teaching clinicians and research. We create, use and critique the way we design healthcare practice, championing every day front line practice. We want to develop skills and build a community of practice. The new WiseGP website [wisegp.co.uk](http://wisegp.co.uk) is an engaging resource, along with a regular newsletter. We are compiling an Institutional Map which will be a google map on the WiseGP website with pins. There will be an introduction to each department and a SAPC Ambassador contact person. We are welcoming new medical schools.*

## **9. HoTs (Joe Rosenthal)**

Joe updated that in a similar way to HoDs, HoTs have representation across the UK with around 58 members.

Joe provided the following update:

*HoTs focus is research and education. We are stronger working together. Congratulations to Joanne Protheroe for joining and thank you to Alex Harding. We continue to work on a number of priority areas, welcoming new schools and growing and developing in collaboration. We are succeeding in welcoming new schools. Another priority has been finance for teaching. We have reached a position of when students go to general practice, funding has been the same as in hospitals. Challenges faced are difficulties in work placements and lack of resources. We are working on the National curriculum guide.*

There being no further business the meeting was closed and members were thanked for attending.

### **Papers available on-line**

- A. Draft minutes of the SAPC AGM 2022
- B. Officers' report
- C. Finance statement
- D. HoTs report

### **Next year**

AGM during SAPC ASM 2024 – Thursday 4 July 2024, Bristol