

13 April 2023

Dear Fellow

RE: 2023 Annual General Meeting

Enclosed in this package are:

- The required Statutory Notice of the 2023 Annual General Meeting (AGM)
- The Minutes of the Annual General Meeting held in Brisbane on Thursday 5 May 2022.
- The results of the 2022 elections to Council.

Please note that the Financial Report for 2022 is available on the RACS website at [2022 Financial Report](#)

If a Fellow is unable to attend an AGM, that Fellow may lodge a proxy vote. Should you wish to do this, a proxy form is enclosed. Please note that any proxy votes must be received by the Council Secretary at 250-290 Spring Street, East Melbourne VIC 3002 AUSTRALIA (fax +61 3 9249 1217 or scan and email R.A.C.S@surgeons.org) no later than 5.30pm (AEST) Tuesday 2 May 2023.

Yours sincerely



Mr John Biviano
Chief Executive Officer and Company Secretary

Encl.

NOTICE OF ANNUAL GENERAL MEETING 2023

NOTICE IS HEREBY GIVEN that the Annual General Meeting (AGM) of the Royal Australasian College of Surgeons is to be held in Hall C, Lower Section, Adelaide Convention Centre, North Terrace, Adelaide SA 5000 at 5:30pm on Thursday 4 May 2023, in conjunction with the Annual Scientific Congress (ASC) 2023.

AGENDA

1. To confirm the Minutes of the Annual General Meeting held in Brisbane on Thursday 5 May 2022 **(Attached)**.
2. To receive a report from the President on behalf of the Council. The 2022 Annual Report is available at: [2022 Annual Report](#)
3. To receive a report from the Treasurer, and consider the Finance Report for the financial year ended 31 December 2022 available at [2022 Financial Report](#)
4. To appoint PKF Australia as auditors for 2023 – Partner Steve Bradby.
5. To receive the results of the 2022 election for Members of the Council. **(Attached)**

Note: There is no requirement for Fellows to approve the Annual and Financial reports as well as the 2022 election results (agenda items 2, 3 & 5).

By Order of Council

DATED this 13th day of April 2023



Mr John Biviano
Chief Executive Officer and Company Secretary

PROXIES (Proxy Form Attached)

- 1 *A Fellow who is entitled to attend and vote at the AGM may appoint a proxy to attend and vote at the AGM in his/her place.*
 - 2 *A proxy so appointed must be a Fellow of the College.*
 - 3 *A person appointed as a proxy may only vote on the taking of a poll at the meeting to which the proxy relates.*
 - 4 *An instrument appointing a proxy shall be in writing under the hand of the appointer and shall not be deemed as valid unless the instrument used to appoint the proxy is deposited at the Melbourne office not less than 48 hours before the scheduled time for the meeting (ie by 5.30 pm AEST Tuesday 2 May 2023)*
-

PROXY FORM*

For the Annual General Meeting of the Royal Australasian College of Surgeons to be held in Hall C, Lower Section, Adelaide Convention Centre, North Terrace, Adelaide SA 5000 at 5:30pm on Thursday 4 May 2023.

I of
(Name – please print clearly) **(Address)**

.....
being a Fellow of the Royal Australasian College of Surgeons do hereby appoint

..... of
(Name of Proxy – please print clearly) **(Address of Proxy)**

.....
as being a Fellow of the Royal Australasian College of Surgeons, to attend and vote at the above meeting in my place.

DATED this day of 2023

Signature

Should you wish to direct your Proxy how to vote, please insert an “X” in the appropriate box below, otherwise your proxy may vote as he/she thinks fit.

	FOR	AGAINST
Agenda item 1	<input type="checkbox"/>	<input type="checkbox"/>
Agenda item 4	<input type="checkbox"/>	<input type="checkbox"/>

- *An instrument appointing a proxy shall be in writing under the hand of the appointer and shall not be deemed as valid unless the instrument used to appoint the proxy is deposited at the Melbourne office not less than 48 hours before the scheduled time for the meeting (ie by 5.30 pm AEST Tuesday 2 May 2023)*

Royal Australasian College of Surgeons

Minutes Recording

**The Proceedings of the
Annual General Meeting
of Fellows**

HELD IN

Great Hall Q4, Brisbane Convention and Exhibition Centre, Glenelg St, South Brisbane QLD 4101

ON

Thursday 5 May 2022 at 5.30 pm.

Present

Dr Sally Langley – President, Chair
42 Fellows

Apologies

Dr Peter L Field
Dr Jeff Hamdorf
Dr Graeme Clarke
Dr J Francois Malan
Dr Mark Edwards

Welcome

The President welcomed those present to the Annual General Meeting.

1 Confirmation of Minutes of the 2021 Annual General Meeting

On the motion of Dr Sally Langley and seconded by Dr Adrian Anthony:

It was RESOLVED:

That the Minutes of the Extraordinary Board of Council meeting that ratified the Annual General Meeting held electronically and report on the AGM results held on Friday 18 June 2021 at 10.00am be confirmed.

2 Report from the President

The President provided an overview of key highlights and activities undertaken by the College in the previous year, including the following:

- The ongoing challenges and upheavals impacting on the surgical community as a result of the COVID-19 pandemic, noting that many patients have had longer than usual waits for surgery around Australia and Aotearoa New Zealand. RACS has worked with governments in the two countries to get things back on track as we experienced high vaccination rates, the fall in the number of COVID-19 cases, and the gradual reduction in hospital in-patient ICU cases.
- The College's Strategic Plan 2022-2024 has now been developed and approved by Council. The College vision is: Advancing surgery, embracing innovation, and the mission is: To improve access, equity, quality and delivery of surgical care that meets the needs of our diverse communities. This plan puts the patient at the forefront of what we do as surgeons.
- One of the challenges faced during the year, was running RACS Fellowship examinations. The Fellowship Clinical and Viva examinations were held in Australia and Aotearoa New Zealand in May for all specialties and then in November, 2021 for seven surgical specialties with 151 candidates. For both sittings the examinations were delivered in a hybrid model across many venues with a mix of in-person and remote examiners and observers. The examinations were challenging to deliver due to the constantly changing COVID-19 restrictions, but was an example of true collaboration between the College's staff, specialty societies, the Court of Examiners and many volunteers to achieve successful events.
- While COVID-19 continued to hamper our ability to deliver face-to-face courses, several surgical education milestones were reached in the past year, including:
 - The Operating with Respect (OWR) course provides an evidence-based approach to equip surgeons with behavioural strategies and skills to respond to unacceptable

-
- behaviour. We held thirteen OWR courses, which 122 surgeons completed.
- The Foundation Skills for Surgical Educators (FSSE) course sets the standard expected of RACS surgical educators and furthers knowledge in teaching and learning. In 2021, we held nine FSSE courses with 91 surgeons completing the course.
 - A number of new online courses were piloted in 2021 and include:
 - Induction for Surgical Supervisors and Trainers
 - Keeping Trainees on Track
 - Trainee Feedback.
 - The Skills Training team delivered 83 face-to-face skills courses for more than 1500 course participants. More than 550 instructors from the Skills Course Faculty contributed approximately 14,000 pro-bono hours to teaching RACS skills courses.
 - The SIMG team received 60 specialist assessment applications, 204 short-term training applications, and held 51 specialist assessment interviews with SIMG applicants participating virtually from around the world.
 - There was a focus on the Australian Medical Council (AMC) and the Medical Council of New Zealand (MCNZ) accreditation assessment of our education programs. The accreditation assessment was an outstanding achievement and the AMC and MCNZ acknowledged the significant volume of work conducted.
 - Since the inauguration of the RACS Health Policy and Advocacy Committee (HPAC) in 2021, a great deal of advocacy was conducted on behalf of our fellowship advocating for the profession and patient needs. Issues concerning healthcare quality and safety have been paramount in the submissions from HPAC.
 - The expansion of our advocacy activities also included our growing focus on ensuring rural and remote communities have equitable access to quality healthcare irrespective of geography. In 2020 we formed the Rural Health Equity Steering Committee to develop and implement a rural health equity strategy that aims to increase the surgical workforce and build sustainable surgical services in and for these areas.
 - In September 2021, the College re-convened an Expert Advisory Group (EAG) to review the progress made by the College community since 2015 to build respect and improve patient safety in surgery, and to advise on a framework for future action. In April 2022, the EAG Report: Building Respect, Improving Patient Safety: From Awareness to Action was approved by Council. The report contains forty new recommendations and series of proposed actions for RACS to consider in response to these recommendations.
 - The proposed name change for the College was highlighted in the President's message in the October 2021 issue of Surgical News and a working party scoped a proposed College name and recommended to the Council to put this forward to members.
 - The Council of Presidents of Medical Colleges (CPMC) continues its work and has a new President (Vijay Roach) and interim CEO (John Illott).
 - Towards the end of the year, we welcomed the announcement by AHPRA and the Medical Board of Australia to conduct an external review of patient safety issues in the cosmetic surgery sector. For far too long we have had a system that allows anyone with a medical degree to call themselves a surgeon. It is time to close the loopholes that risk the health and safety of patients.

The meeting RECEIVED the report from the President.

3 Report from the Treasurer

The Treasurer Dr Greg Witherow provided a presentation on the previously circulated audited 2021 Financial Report, also available on the College website <https://www.surgeons.org/Resources/reports-guidelines-publications/Financial-reports>.

The meeting noted that 2021 financial year was another where the Royal Australasian College of Surgeons (RACS), like many organisations, was disrupted by the evolving and unpredictable nature of the coronavirus (COVID-19) with a resulting impact on the delivery and cost of services.

Acknowledgement and credit was given to RACS management and the many teams for their co-ordination and collaboration in the delivery of services and events in a complex and challenging environment. This includes the highly successful RACS Annual Scientific Congress (RACS ASC) that was delivered outside a central location and via hubs in state and territories across Australia and in Wellington, Aotearoa New Zealand for the first time.

The meeting noted that RACS continues to maintain a sound financial position and has access to both cash reserves and other financial assets that can be readily converted to cash to ensure it can meet its ongoing financial commitments and obligations.

The Treasurer acknowledged the services of the Honorary Advisers, particularly those on the Investment Committee who have assisted in RACS achieving such a sound performance. The Treasurer also thanked the staff, management and external auditors PKF for their contributions to the financial year end process and the sound result achieved.

The meeting RECEIVED the financial report for 2021 from the Treasurer.

4 Appointment of auditors PKF Australia for 2022

On the motion of Dr Greg Witherow and seconded by Associate Professor Julie Mundy.

It was RESOLVED:

To RE-APPOINT PKF Australia as RACS Auditors for 2022 - Partner Steve Bradby.

5 Results of the election for Elected Members of Council 2021

Congratulations were extended to the following Councillors who were successfully re-elected to Fellowship Elected Councillor positions:

Adrian Anthony (GEN, SA)
Ruth Bollard (GEN, VIC)
Jennifer Chambers (VAS, NSW)
Sarah Coll (ORTHO, QLD)
Kerin Fielding (ORTHO, NSW)
Annette Holian (ORTHO, VIC)
Christopher Pyke (GEN, QLD)
Henry Woo (URO, NSW)

The President extended congratulations to newly elected Councillor, Deborah Bailey (PAED, QLD) and to Dr Greg Witherow (ORTHO, WA), who was re-elected unopposed to Council in the position of Specialty Elected Councillor.

In the absence of an elected Councillor from the region, the meeting noted the co-option of the following and congratulated the successful candidates:

Richard Bradbury (GEN, NT)
Ailene Fitzgerald (GEN, ACT)

6 Changeover of Office Holders

The President congratulated and extended best wishes to the following Office Bearers and Holders who were elected at the February 2022 Council meeting. The Office Bearers and Holders formally took office at the conclusion of the meeting.

President	Dr Sally Langley
Vice President	Professor Christopher Pyke
Treasurer	Dr Greg Witherow
Censor in Chief	Dr Adrian Anthony
Chair, Professional Standards & Advocacy	Professor Andrew Hill
Chair, Court of Examiners	Professor Raymond Sacks
Chair, Board of Surgical Education & Training	Dr Annette Holian
Chair, Prevocational & Skills Education	Dr Philip Morreau
Chair, SIMG Assessments	Dr Ruth Bollard
Chair, Professional Standards	Associate Professor Kerin Fielding
Chair, Professional Development	Dr Jennifer Chambers
Chair, Fellowship Services	Dr Christine Lai
Chair, Research and Academic Surgery	Professor Henry Woo
Chair, Surgical Audit	Professor Owen Ung
Deputy Treasurer	Dr Rebecca Jack
Chair, Global Health	Dr John Crozier
Chair, ASC, Conference & Events	Professor Mark Ashton
Chair, Health Policy and Advocacy	Professor Mark Frydenberg

Dr Lawrie Malisano, Vice President was acknowledged and thanked for his commitment to Council over the past 9 years.

7 Other Business

The President raised an issue that had been received from a Fellow via email in relation to the robustness of the recent Victorian State Committee Election process. The meeting noted that RACS has a robust, secure voting process undertaken by an external independent entity. There was no further discussion initiated by the Fellows attending the AGM.

The meeting closed at 6.00 pm.

10 October 2022

RESULTS OF 2022 ELECTIONS TO COUNCIL

FELLOWSHIP ELECTED COUNCILLORS

There were **THREE** Fellowship Elected Councillor positions to be filled. The successful candidates in alphabetical order were:

Re-elected to Council

Rebecca Jack (VAS, QLD)
Owen Ung (GEN, QLD)

Newly elected to Council

Richard Bradbury (GEN, NT)

SPECIALTY ELECTED COUNCILLORS

There were **FOUR** Specialty Elected Councillor positions to be filled. The successful candidates were:

Re-elected to Council

Mark Dexter (NEURO, NSW)

Re-elected to Council unopposed

Raymond Sacks (OTO,H&N, NSW)
Mark Ashton (PLAS, VIC)
Mark Frydenberg (URO, VIC)

The results will be received at the Annual General Meeting 5.30pm (AEST) on Thursday 4 May 2023 when newly elected Councillors take office.

The poll results are verified by Ms Katherine Langford of BigPulse.