

12 May 2020

Dear Fellow

**RE: 2020 Annual General Meeting**

Enclosed in this package are:

- The required Statutory Notice of the 2020 Annual General Meeting (AGM)
- The minutes of the 2019 Annual General Meeting
- The results of the 2019 elections to Council.

Please note that the Financial Report for 2019 is available on the RACS website at <https://umbraco.surgeons.org/media/5304/racs-2019-financial-report.pdf>

The 2020 AGM is conducted by postal ballot, your vote can be completed electronically. Details enclosed.

Yours sincerely



Mr John Biviano  
**Chief Executive Officer**

Encl.

## NOTICE OF ANNUAL GENERAL MEETING 2020

NOTICE IS HEREBY GIVEN that the Annual General Meeting (AGM) of the Royal Australasian College of Surgeons is conducted as postal ballot commencing 12 May 2020 for the purpose of transacting the business set out in this Notice.

Originally the AGM was scheduled to be held in Melbourne as part of the Annual Scientific Conference, however public health concerns associated with the outbreak of COVID-19 as well as travel restrictions and government limits on gathering of people has necessitated the change in conducting the AGM via a postal ballot.

### AGENDA

- 1 To confirm the Minutes of the Annual General Meeting held on Thursday 9 May 2019 (a copy of the minutes is **attached**).
- 2 To receive a report from the President on behalf of the Council available at <https://umbraco.surgeons.org/media/5306/racs-2019-annual-report.pdf>
- 3 To receive a report from the Treasurer, and consider the Finance Report for the financial year ended 31 December 2019 available at <https://umbraco.surgeons.org/media/5304/racs-2019-financial-report.pdf>
- 4 To receive the results of the 2019 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 2019 election results (agenda items 2, 3 & 4).

By Order of Council

DATED this 12th day of May 2020



Mr John Biviano  
Chief Executive Officer

## INFORMATION FOR FELLOWS

**Measures to address COVID-19:** The health and safety of Fellows, Staff and other stakeholders are our highest priority and we are acutely aware of the current circumstances resulting from COVID-19.

As Fellows cannot attend the AGM in person, we encourage Fellows to cast their vote and submit questions online as early as possible. For this purpose, we have an online platform by external provider BigPulse. You will receive an email from BigPulse with your personal code to access the platform. Fellows will have reasonable opportunity during the AGM period outlined below to ask questions and make comments on the business, operations and management of the Company for the period between 1 January 2019 to 31 December 2019.

### KEY DATES

#### **Voting**

Voting commences Tuesday 12 May 2020 at 4pm (AEST) and your vote must be received by 5pm (AEST) Wednesday 17 June 2020. On 12 May, you will receive an email from BigPulse with your personal code to access the voting platform.

#### **Questions from Fellows**

Fellows can submit questions from Tuesday 12 May at 4pm (AEST) until 5pm (AEST) Tuesday 26 May 2020. On 12 May, you will receive an email from BigPulse with your personal code to access the voting platform and to submit questions.

### HOW TO VOTE AT THE AGM

You can cast your vote **online** by using the personal code and following the instructions as contained in the email you will receive from BigPulse (please also check your spam/junk folder) issued on 12 May 2020.

Your completed online voting form must be received by RACS by 5pm (AEST) Wednesday 17 June 2020.

### QUESTIONS FROM FELLOWS

Fellows who would like to ask questions of the Council concerning matters to be considered during the AGM, are invited to do so by accessing and completing the **online** form by 5pm (AEST) Tuesday 26 May 2020.

Your questions are important to us and although we will not be able to reply to each question individually, we will respond to as many of the frequently asked questions as possible prior to the closing date of the Tuesday 26 May 2020.

Answers to questions submitted for the AGM will be posted on a secure section of the RACS website, which you can access by login with your RACS login and password, as per link <https://www.surgeons.org/about-racs/about-the-college-of-surgeons/governance-committees/questions-and-answers-annual-general-meeting-2020>.

Royal Australasian College of Surgeons

**Minutes Recording**  
**The Proceedings**  
**Of the**  
**Annual General Meeting**  
**Of Fellows**

HELD IN

World Ballroom C, Centara Grand & Bangkok Convention Centre, 999/99 Rama 1 Road,  
Pathumwan, Bangkok, Thailand, 10330

ON

Thursday 9 May 2019 at 5.30 pm.

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## Present

Mr John Batten – President, Chair  
82 Fellows

## Apologies

Mr John Cox	Mr Frank Garlick	Dr John North
Mr Graham Cullingford	Mr Joseph Lizzio	Mr David Nott
Prof Mark Edwards	Mr Gordon Low	Dr William Orril Rodgers
Mr Michael Mar Fan	Prof Errol Maguire	Mr Samuel Sakker
Mr Peter L. Field	Mr Michael Mullerworth	

## Welcome

The President welcomed those present to the Annual General Meeting.

### 1 Confirmation of Minutes of the AGM held on 10 May 2018

On the motion of Mr John Batten seconded by A/Prof Julie Mundy:

**It was RESOLVED:**

***That the minutes of the Annual General Meeting of Fellows of the Royal Australasian College of Surgeons held in Pyrmont Theatre, Sydney Convention & Exhibition Centre, 14 Darling Drive, Sydney NSW 2000 on Thursday 10 May 2018 at 5.30 pm be confirmed.***

### 2 Report from the President

The President referred to the governance and management section in the circulated 2018 annual report and highlighted the following:

#### **Appointment of CEO Mr John Biviano**

The President announced a separation agreement had been signed with the previous CEO and noted the appointment in March 2019 of Deputy CEO Mr John Biviano as CEO, replacing Ms Mary Harney. John is working with the Executive Leadership Team and staff to implement the College's 2019-2021 Strategic Plan.

#### **Building Respect and Improving Patient Safety**

RACS has formalised partnerships with 35 hospital groups, universities and others involved in training and delivery of surgical care to continue the program of Building Respect and improving Patient Safety in keeping with the College's commitment made in 2015.

An independent evaluation of the RACS' Building Respect and Improving Patient Safety program is underway. It has become evident that RACS has limited powers to act upon complaints, particularly, anonymous complaints. Therefore the College is actively working with hospitals and regulators to share information and facilitate the taking of prompt appropriate action by those with the powers to do so.

### **RACS' Relationship with the Specialty Societies**

The President, incoming President, CEO and Executive General Manager Education undertook a comprehensive consultative process with the Specialty Training Board Chairs and the leadership of the Specialty Societies early in 2019. Renewed service agreements between RACS and societies are being prepared for the ongoing delivery of training in the nine surgical specialties in which the College is accredited to award the Diploma of Fellowship.

### **Rural and Remote Surgical Workforce**

RACS' Specialty Training Boards were working with others, including the Commonwealth appointed Rural Health Commissioner, to assist selection into training and workforce distribution of surgeons wishing to work in rural and remote areas.

### **Excessive Fees**

RACS continues to state its position that charging extortionate fees is exploitative and unethical and to advocate with others in the profession for better information to patients and their GPs to enable informed financial consent. RACS will continue to apply sanctions where appropriate and encourage adherence to the RACS Code of Conduct.

### **Acknowledgement of Fellows and Trainees in Christchurch**

The President paid tribute to the selfless, untiring work of surgeons and trainees who assisted victims of the 15 March 2019 attacks on worshippers in mosques in Christchurch.

The President thanked his Council colleagues, Fellows and staff for their support during the past year.

On the motion of Mr John Batten, seconded by Dr Cathy Ferguson:

***The meeting RECEIVED the report from the President.***

## **3 Report from the Treasurer**

The Treasurer A/Prof Julie Mundy gave a presentation on the previously circulated audited 2018 Financial Report, also available on the College website  
<https://umbraco.surgeons.org/media/3282/financial-report-2018.pdf>

The meeting noted the small surplus, enabling improved services to Fellows, Trainees and IMGs.

The meeting noted RACS was in a sound financial position and the auditors gave the 2018 accounts an unqualified audit opinion.

The Treasurer thanked the honorary advisers and staff for their input over the past year, noting with sadness the passing of highly valued long term honorary investment advisor Peter Wetherall.

On the motion of A/Prof Julie Mundy, seconded by Dr Cathy Ferguson:

***The meeting RECEIVED the financial report for 2018 from the Treasurer.***

**4 Appointment of auditors PKF Australia for 2019**

On the motion of Mr John Batten, seconded by A/Prof Julie Mundy:

***The meeting APPOINTED PKF Australia as RACS Auditors for 2019 - Partner Steve Bradby.***

**5 Results of the election for Elected Members of Council 2018**

Congratulations were extended to the following Councillors who were declared elected:

**FELLOWSHIP ELECTED COUNCILLORS**

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

**Re-elected to Council**

Adrian Anthony (GEN, SA)  
Ruth Bollard (GEN, VIC)  
Jennifer Chambers (VASC, NSW)  
Kerin Fielding (ORTH, NSW)  
Annette Holian (ORTH, VIC)  
Christopher Pyke (GEN, QLD)

**Newly elected to Council**

Sarah Coll (ORTH, QLD)  
Lawrie Malisano (ORTH, QLD)  
Henry Woo (UROL, NSW)

**SPECIALTY ELECTED COUNCILLOR**

There was **ONE** Specialty Elected Councillor position to be filled. The successful candidate was:

**Re-elected to Council unopposed**

Gregory Witherow (ORTH, WA)

**CO-OPTED COUNCILLOR**

In the absence of an elected Councillor from the region, the meeting noted the co-option of

Richard Turner (GEN, TAS)

## 6 Changeover of Office Holders

The President congratulated and extended best wishes to the following Office Holders who were elected at the February 2019 Council meeting. The Office Holders formally took office at the conclusion of the meeting.

President	Mr Anthony Sparnon
Vice President	Mr Richard Perry
Treasurer	A/Prof Julie Mundy
Censor in Chief	A/Prof Phillip Carson
Chair, Professional Development & Standards Board	Dr Sally Langley
Chair, Court of Examiners	Prof Christopher Pyke
Chair, Board of Surgical Education & Training	Mr Adrian Anthony
Chair, Prevocational & Skills Education Committee	Dr Jennifer Chambers
Chair, IMG Assessments Committee	A/Prof Kerin Fielding
Chair, Professional Standards	Mr Bruce Hall
Chair, Professional Development	Prof David Fletcher
Chair, Fellowship Services	Ms Ruth Bollard
Chair, Research and Academic Surgery	Prof Andrew Hill
Chair, Surgical Audit	Mr John Crozier
Chair, External Affairs	Ms Annette Holian

The following retiring Councillors were farewelled with thanks:

Mr John Batten, President  
Dr Catherine Ferguson, Vice President

The meeting also farewelled with thanks the outgoing Chair of the Foundation for Surgery, Prof Kingsley Faulkner. Professor Faulkner is replaced by Mr John Batten.

**The meeting closed at 6.05 pm.**



7 October 2019

## RESULTS OF 2019 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**

Sally Langley (PLAS, NZ)  
Owen Ung (GEN, QLD)

**Newly elected to Council**

Rebecca Jack (VAS, QLD)

### SPECIALTY ELECTED COUNCILLOR

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

**Re-elected to Council unopposed**

Mark Frydenberg (UROL, NSW)

**Newly elected to Council**

Mark Dexter (NEURO, NSW)

**Newly elected to Council unopposed**

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

The results will be received at the Annual General Meeting via a postal ballot at 5pm (AEST) on Tuesday 12 May 2020 when newly elected Councillors take office.

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