

13 May 2021

Dear Fellow

RE: 2021 RACS Annual General Meeting

Enclosed in this package are:

- The required Statutory Notice of the 2021 Annual General Meeting (AGM)
- The minutes of the Extraordinary Board of Council meeting that ratified the Annual General Meeting held electronically and report on the AGM results
- The results of the 2020 elections to Council.

Please note that the Financial Report for 2020 is available on the RACS website at [2020 Financial Report](#)

The 2021 AGM is being conducted by postal ballot and your vote can be completed electronically. Details are enclosed.

Yours sincerely



John Biviano
Chief Executive Officer

Encl.

NOTICE OF ANNUAL GENERAL MEETING 2021

NOTICE IS HEREBY GIVEN that the Annual General Meeting (AGM) of the Royal Australasian College of Surgeons is conducted as a postal ballot commencing 13 May 2021 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 RACS Annual Scientific Conference (RACS ASC 2021), however public health concerns associated with COVID-19 as well as travel restrictions and government limits on gathering of people necessitated the change in conducting the AGM via an electronic postal ballot.

AGENDA

- 1 To confirm the Minutes of the Extraordinary Board of Council meeting that ratified the Annual General Meeting held electronically and report on the AGM results (a copy of the minutes is **attached**).
- 2 To receive a report from the President on behalf of the Council available at [2020 Annual report](#)
- 3 To receive a report from the Treasurer, and consider the Finance Report for the financial year ended 31 December 2020 available at [2020 Financial report](#)
- 4 To receive the results of the 2020 election for Members of the Council. (**Attached**)

Note: There is no requirement for Fellows to approve the 2020 Annual and Financial reports as well as the 2020 election results (agenda items 2, 3 & 4).

By Order of Council

DATED this 13th day of May 2021



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 around COVID-19.

As all Fellows are not able to 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 College for the period between 1 January 2020 to 31 December 2020.

Key dates

Voting

Voting commences Thursday 13 May 2021 at 4pm (AEST) and your vote must be received by 5pm (AEST) Wednesday 16 June 2021. On 13 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 Thursday 13 May at 4pm (AEST) until 5pm (AEST) Thursday 27 May 2021. On 13 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 13 May 2021.

Your completed online voting form must be received by RACS by 5pm (AEST) Wednesday 16 June 2021.

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) Thursday 27 May 2021.

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 before the closing date of the Thursday 27 May 2021.

Answers to questions submitted for the AGM will be posted on a secure section of the RACS website, which you can access with your RACS login and password. <http://www.surgeons.org/about-racs/about-the-college-of-surgeons/governance-committees/questions-and-answers-annual-general-meeting-2021>

Royal Australasian College of Surgeons

**Minutes of the
Extraordinary
Board of Council
June 2020
Annual General Meeting (AGM) Results
and ratify AGM held via postal ballot**

HELD ELECTRONICALLY

ON

Friday 19 June 2020 at 10.00am (AEST).

MINUTES OF EXTRAORDINARY BOARD OF COUNCIL MEETING

DATE: Friday 19 June 2020
TIME: 10.00am – 10.30am (AEST)
VENUE: By Video Conference

These minutes (and the papers that informed them) are owned by the Royal Australasian College of Surgeons (RACS) and contain confidential information and/or information that may be subject to legal privilege. Distribution, reproduction, or any other unauthorised use of this information is strictly prohibited.

ATTENDEES	ROLE	SPECIALTY/TITLE	ATTENDED
Tony Sparnon	President (Chair)	SA Specialty Elected Councillor Paediatric surgeon	Yes
Julie Mundy	Vice President	QLD Specialty Elected Councillor Cardiothoracic Surgeon	Yes
Greg Witherow	Treasurer	WA Specialty Elected Councillor Orthopaedic Surgeon	Yes
Phill Carson	Censor in Chief	NT Fellowship Elected Councillor General surgeon	Yes
Sally Langley	Chair Professional Development & Standards Board	NZ Fellowship Elected Councillor Plastic and reconstructive surgeon	Yes
Ruth Bollard	Rotating Member	VIC Fellowship Elected Councillor General surgeon	Yes
Kerin Fielding	Rotating Member	NSW Fellowship Elected Councillor Orthopaedic surgeon	Yes
Lawrie Malisano	Rotating Member	QLD Fellowship Elected Councillor Orthopaedic surgeon	Yes
Rob Knowles	Independent Member	VIC Expert Community Advisor	Yes
John Quinn	Invitee	Executive Director Surgical Affairs (Aus),	Yes
Richard Lander	Invitee	Executive Director Surgical Affairs (NZ)	No
John Biviano	In attendance	Chief Executive Officer	Yes
Tracey Lam	In attendance	Board/Council Secretary	Yes

The meeting commenced at 10.00am

1 STANDING ORDERS

1.1 Acknowledgment to Country & Māori Welcome

Welcome, Apologies, Quorum

The Chair welcomed everyone.

Apologies:

- Richard Lander

Quorum: Yes

2 2020 ANNUAL GENERAL MEETING (AGM)

2.1 AGM results and ratify AGM held electronically

CEO

Board of Council approved the following:

- ❖ 2020 Annual General Meeting (AGM) held via postal ballot between 12 May 2020 to 17 June 2020
- ❖ Results of voting: 224 votes For and 1 Against on confirmation of the Minutes of the Annual General Meeting held on Thursday 9 May 2019.

It was noted that many of the voters may have not attended the 2019 AGM held on the 9 May 2019, however it was also acknowledged we cannot verify if they attended the 2019 AGM.

It was clarified that voters were asked to vote on the confirmation of the Minutes of the AGM held on Thursday 9 May 2019 only and not on the 2019 Financials. Voting was conducted online (preferred option), with an option to return paper copies for Fellows without email addresses.

Board of Council noted the following:

- The President's Report was received during the AGM voting process 12 May 2020 to 17 June 2020.
- The Treasurer's Report and 2019 Financial Report were received during the AGM voting process 12 May 2020 to 17 June 2020.

2.2 Questions raised and responses

Fellows were given the opportunity during the AGM period to ask questions and make comments on the business, operations and management of RACS between 1 January to 31 December 2019.

Frequently asked Questions were published on the 2020 AGM website page and questions raised at the AGM were also available on secure section of the RACS website (requiring your RACS login details and password).

Board of Council thanked Tracey Lam and John Biviano on the inaugural 2020 AGM via postal ballot and the smooth transitioning from normally a face to face meeting to a postal ballot, opportunity to ask questions electronically and publishing responses to questions where appropriate in a secure section.

3 CHANGEOVER OF OFFICE HOLDERS

The President congratulated and extended best wishes to the following Office Holders who were elected at the February 2020 Council meeting. The Office Holders formally took office at the commencement of the 2020 Annual General Meeting at 5pm AEST 12 May 2020, after the 2020 AGM notice was issued.

President	Mr Anthony Sparnon
Vice President	A/Prof Julie Mundy
Treasurer	Dr Greg Witherow
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	Prof Andrew Hill
Chair, Professional Development	Dr Lawrie Malisano
Chair, Fellowship Services	Ms Ruth Bollard
Chair, Research and Academic Surgery	Prof Mark Frydenberg
Chair, Surgical Audit	Mr John Crozier
Deputy Treasurer	Dr Christine Lai
Chair, Global Health	Dr Annette Holian
Chair, ASC, Conference & Events	Prof Owen Ung

The following retiring Councillors were farewelled with thanks:

Mr Richard Perry, Vice President
Mr Bruce Hall Chair Professional Standards

The meeting also farewelled with thanks the outgoing Councillors: Mr Chris Perry and Dr Geoff Lyons.

4 RESULTS OF 2019 ELECTIONS TO COUNCIL

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

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, VIC)

Newly elected to Council

Mark Dexter (NEURO, NSW)

Newly elected to Council unopposed

Raymond Sacks (OTO H & N, NSW)

Mark Ashton (PLAS, NSW)

The President welcomed the incoming Councillors.

Dr Rebecca Jack, Fellowship Elected Councillor (Vascular)

Prof Mark Ashton, Specialty Elected Councillors (Plastic & Reconstructive surgery)

Dr Mark Dexter, Specialty Elected Councillors (Neurosurgery)

Prof Raymond Sacks, Specialty Elected Councillors (Otolaryngology, Head & Neck)

5 MEETING CALENDAR 2020

Next Board of Council Meeting –Friday, 31 July 2020 (Virtual)

Meeting closed at 10.25am

12 October 2020

RESULTS OF 2020 ELECTIONS TO COUNCIL

FELLOWSHIP ELECTED COUNCILLORS

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

Re-elected to Council

Christine Lai - General Surgeon, SA
Andrew Hill - General Surgeon, NZ
Maxine Ronald - General Surgeon, NZ

Newly elected to Council

Nicola Hill - Otolaryngology Head & Neck Surgeon, NZ

SPECIALTY ELECTED COUNCILLOR

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

Re-elected to Council unopposed

David Fletcher - General Surgeon, WA
John Crozier - Vascular Surgeon, NSW

Newly elected to Council

Andrew Cochrane - Cardiothoracic Surgeon, VIC
Philip Morreau - Paediatric Surgeon, NZ

The results will be received at the Annual General Meeting via postal ballot at 5pm (AEST) on Thursday 13 May 2021 when newly elected Councillors take office.

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