

BSACI

Improving Allergy Care
through education, training and research

DRAFT MINUTES

BRITISH SOCIETY FOR ALLERGY AND CLINICAL IMMUNOLOGY

ANNUAL GENERAL MEETING

Held online on Monday 3 October 2022 from 5pm – 6pm

Number of Attendees: 49

Number of Voting Members: 48

Apologies: Dr Steve Jenkins, Dr Mohamed Shamji

PRESIDENT'S WELCOME

Professor Roberts welcomed members to this year's online AGM. Members were advised that the chat function was available for any members to use for their questions. Dr Mohamed Shamji submitted a recording of the editor's report, and Dr Robert Boyle was in attendance and available to answer any queries.

1. APPROVAL OF 2021 AGM MINUTES

A copy of the 2021 AGM minutes and other documentation were circulated to the membership prior to this meeting. 48 Members voted on the motions via Survey Monkey ahead of this AGM, so a record of those results would be included in the minutes.

	Motion	Votes %
Result:	Vote to approve the 2021 AGM minutes	
	Yes	96
	No	0
	Abstain	4

2. PRESIDENT'S REPORT

(Professor Graham Roberts)

The President started his report by highlighting some of the work carried out during his first year and the challenges addressed over the course of his tenure. Members were reminded that elections for the President Elect were due to take place in 2023.

One of the year's highlights was the joint BSACI and World Allergy Organisation (WAO) conference which took place in April 2022. The President thanked Dr George Gkimpas, the Past BSACI Scientific Programme Lead, for whom this meeting would be his last; and the Joint Deputy Scientific Programme Leads, Dr Nandinee Patel & Dr Natasha Gunawardana, for all of their hard work in organising the annual meeting. He also thanked Dr Tammy Rothenberg (Abstract Lead); Louise Colonnese (BSACI Marketing & Communications Officer); members of the Programme Planning & Organising Committee; the BSACI Office staff; and the Medivents team (the conference's professional organisers).

Additional thanks were given to everyone who has worked hard on the BSACI committees and contributed to the organisation's work. It was noted that Dr Sophie Farooque, who worked on the Equality Diversity and Inclusivity Working Group, and Dr Rubaiyat Haque, who led the very successful BSACI webinar programme, have now finished their terms on Council. Dr Dinusha Chandratilleke has now been appointed as the new lead for webinar planning.

Council has agreed to the addition of two further working groups. These are the BSACI Transition Group which is co-chaired by both Dr Claudia Gore (Paediatric) and Dr George Gkimpas (Adult); and the BSACI Adult Gastroenterology Group which is chaired by Dr Isabel Skypala.

Finally, thanks were given to the trustees, Dr Susan Leech (Treasurer), Dr Deb Marriage (Secretary), Professor Adam Fox (Past President) and Fiona Rayner (BSACI Chief Executive Officer.)

National Allergy Strategy Group (NASG)

The president announced that this year Dr Pam Ewan stepped down as Chair of the NASG and welcomed Professor Adam Fox as her replacement. Dr Ewan will continue working on the NASG as the new President and Professor Roberts said that the BSACI was grateful for her dedication to the BSACI. He also thanked Professor Stephen Holgate who has stepped down as President and Co-founder of NASG. Professor Holgate will remain an expert advisor to the NASG.

The NASG, which is an alliance of the BSACI, Allergy UK and Anaphylaxis UK, is a critical lobbying group. The group has been successful, particularly regarding the NASG and All-Party Parliamentary Group (APPG) report, entitled "Meeting the Challenges of the National Allergy Crisis", which was delivered to the Department of Health and Social Care. The next step for the NSAG is to form an expert group which will provide leadership and work continuously to keep allergy at the top of the government's agenda.

Online Global Symposium

Professor Roberts advised members that the BSACI will be hosting its first online Global Symposium on Friday 10 February 2023, in collaboration with the European Academy of Allergy and Clinical Immunology (EAACI), the American Academy of Allergy, Asthma & Immunology (AAAAI) and WAO.

BSACI Annual Conference

The date of the next BSACI Annual Conference is 5 - 7 October 2023.

New BSACI Office Appointments

The President announced the following New BSACI Office Appointments:

- Maria Smith – BSACI Registry for Immunotherapy
- Vivine Smith – Operations Manager to free up Fiona's time so she can focus on strategy and sustainable funding
- Melanie Parrienen – Membership Officer
- Dr Shifa Shaikh – Clinical Guidelines and Registry Manager to support BSACI Standards of Care Committee and the development of BSACI guidelines and registries

and he thanked everyone at the BSACI Office for their hard work.

Highlights from the Past Twelve Months

The President discussed the following highlights:

- Two new guidelines have been published:
 - Diagnosis and Management of Pollen Food Syndrome led by Dr Isabel Skypala
 - Penicillin Allergy De-labelling led by Dr Louise Savic.
- Dr Isabel Skypala has been appointed as the Standards of Care Committee (SOCC) co-chair to support Dr David Luyt. SOCC is reviewing the BSACI guidelines standards of practice and would appreciate suggestions from members for new guidelines.
- Dr Natasha Gunawardana has driven a new three-year training programme for adult trainees which covers the Allergy and Immunology Curriculum.
- The BSACI and the Royal College of Physicians Training Board held a joint Allergy and Immunology training curricula Webinar in May. Members were advised that a recording was available on the BSACI website.
- The monthly online programme of webinars and grand rounds has been popular among the membership and the President thanked Dr Liz Powell and Rubaiyat Haque for having facilitated these.
- Patient Information Leaflets are being finalised and will be available on the BSACI website soon.
- The Adult Allergy Emergency Plan is being worked on, which was originally led by Kathryn Powrie.

- Three of the current guideline working groups assembled are:
 - NSAIDs, led by Dr Rita Mirakian
 - Management of Palforzia, led by Dr Deepan Vyas
 - Urticaria, led by Dr Chris Rutkowski.
- The UK Fatal Anaphylaxis Register is being led by Dr Vibha Sharma
- A successful meeting at Dumfries house was led by Professor Sir Stephen Holgate on “Understanding the environmental causes of allergic disease in order to identify effective interventions”. The President said that a review was being planned and hoped to be shared at the BSACI online Global Symposium on 13 February 2023.

The Special Resolution

Professor Roberts explained the rationale of ensuring the Articles of Association reflect how the BSACI works today. Therefore, an amendment to the articles is proposed so that they are explicit when there is a need to hold a virtual AGM.

Result:

Motion	Votes %
Vote to ratify the special resolution to update the articles of association	
Yes	98
No	0
Abstain	2

BSACI Strategy 2022-2024

Professor Roberts said that the strategic plan for 2022-2024 was developed using a “bottom-up” approach with BSACI working groups, committees and representatives putting forward their aims and objectives for different areas of focus.

Result:

Motion	Votes %
Vote to agree to the BSACI Strategic Priorities for 2022-2024	
Yes	96
No	0
Abstain	4

Leadership Structure

To allow the Trustees to focus on specific areas of work, the Society is proposing an addition to the senior leadership team by creating four Vice President roles which will lead in each of the four areas:

1. Education, Training and Knowledge
2. Science (Research and Resources)
3. Workforce
4. Service

The proposed term of office is two years, and VPs can be reappointed for a final consecutive term. Further details regarding the application process will be released in due course.

Result:

Motion	Votes %
Vote to agree, in principle, to the addition of the following BSACI Leadership roles	
Education, Training and Knowledge	
Yes	96
No	0
Abstain	4
Science (Research & Resources)	
Yes	96
No	0
Abstain	4
Workforce	
Yes	90
No	4
Abstain	6
Service	
Yes	90
No	2
Abstain	8

The Anaphylaxis Steering Committee

The UK currently has two anaphylaxis registers:

1. UK Fatal Anaphylaxis Registry (UKFAR) based at Central Manchester Hospitals NHS Trust (Dr Vibha Sharma)
2. National Anaphylaxis Registry based in Imperial College London (Dr Paul Turner).

The Anaphylaxis Steering Committee's remit is wide-ranging which includes not only supporting these two centres to mitigate risk but also securing future funding to enable us to utilise the registries' data.

Result:

Motion	Votes %
Vote to approve the Anaphylaxis Steering Committee	
Yes	96
No	2
Abstain	2

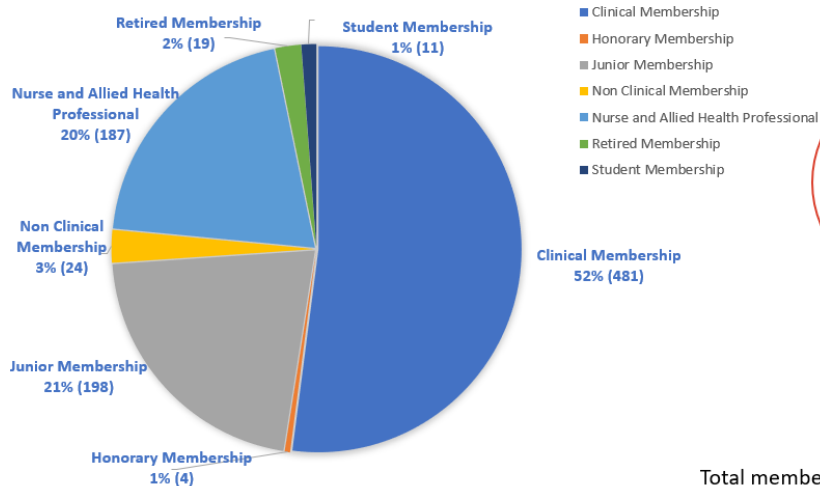
3. SECRETARY'S REPORT

(Dr Deb Marriage)

The list of applications for BSACI membership is distributed to council members each quarter. Between 1st August 2021 - 31st July 2022, the BSACI Council approved 139 new applicants for membership.

See the breakdown of the categories below.

Current BSACI membership



Total members: 924



A link to the list of applicants was sent to the members in advance who were asked to ratify the new member list.

Result:

Motion	Votes %
Vote to ratify the new list of members	
Yes	95
No	0
Abstain	5

Honorary Membership Category

Currently, the BSACI has four honorary members who do not pay membership fees but have access to member benefits. The proposed change aims to reshape the Honorary Membership category in order to reflect the BSACI today.

A new Fellows Award category will be introduced and available for BSACI members with at least 20 years of continuous membership. Henceforth, Honorary Memberships will be granted to non-members who have made a significant contribution to the field of Allergy and Clinical Immunology.

Result:

Motion	Votes %
Vote to ratify the changes to the Honorary Membership category	
Yes	98
No	0
Abstain	2

Membership Application Process

The requirement for new applicants to have two current (in good standing) BSACI Members propose and second applications might be a barrier to joining, particularly for those who do not know any BSACI members. The new application process will remove the need for referees, although applicants should show allergy experience. As per usual, new members will be approved by Council.

Result:

Motion	Votes %
Vote to ratify changes to the application process	
Yes	83
No	7
Abstain	10

Junior Membership Category

Presently, the definition/criteria for Junior membership is: 'To qualify members must be under 35 years old **or** any non-clinician within five years of their last higher degree (e.g., PhD, MSc) **or** any clinical trainee in allergy **or** clinical immunology or a related clinical speciality'. This amendment aims to remove any confusion for applicants or current members surrounding the criteria regarding age.

Result:

Motion	Votes %
Vote to ratify the amendment to the junior membership category	
Yes	98
No	0
Abstain	2

Rolling Membership Subscriptions

At present, the BSACI runs a fixed membership year running from 1st August to 31st July. Members joining partway through the membership year are charged a pro-rata fee for the remaining months' membership. To ensure all members receive exactly 12 months of membership from the point of application, it is proposed we move from a fixed membership year to rolling membership subscriptions where the 12-month membership year starts once an application is approved.

Result:

Motion	Votes %
Vote to ratify the change to rolling membership subscriptions	
Yes	95
No	0
Abstain	5

Monthly Membership Subscription

The BSACI currently offers only one-off payment methods for membership either by annual direct debit or by card payment. In order to offer a more affordable payment option for members that may find paying the full subscription fee in one go a challenge, we propose allowing members to spread the subscription cost monthly. This would still be a 12-month membership, but with the option of splitting the payments over 12 months.

	Motion	Votes %
Result:	Vote to ratify the option to spread the membership subscription cost monthly	
	Yes	95
	No	2
	Abstain	2

Dr Marriage thanked the membership for its continued support, and for the suggestions from members on how to improve membership services.

4. TREASURER'S REPORT

(Dr Susan Leech)

The BSACI's financial year runs from August to July.

Year Ending July 2022 Income and Expenditure

Dr Leech said the BSACI's income had come in above the forecasted budget.

At the 2021 AGM members were asked to authorise a transfer from our investments of £169,907. However, due to the Harrogate and Edinburgh meeting leading to a 180k surplus, it was not necessary to do so.

Expenditure

The number of staff has increased due to additional appointments.

The figure for membership and bursaries is lower than anticipated because there were no medical scholars last year. Funds allocated to the abstract awards were transferred to the annual meeting budget in 2021.

Summary of Income and Expenditure

	Budget	Actual	Variance
Income	£445,243	£496,775	£51,532
Expenditure:	£445,243	£423,028	£22,215
Surplus:	£73,747		

Summary of Conference Budgets

There were 2 conferences this financial year:

BSACI Conference Harrogate 2021

	Budget	Actual
Income:	£213,800	£278,265
Expenditure:	£242,740	£242,863
Surplus/loss:	-£28,940	£35,402

In addition, the Society applied for a £15k grant from Visit Britain to bring delegates back to face-to-face conferences after COVID.

Total surplus: £50,402

WAO/BSACI Conference in Edinburgh 2022

	Budget	Actual
Income:	£461,625	£478,063
Expenditure:	£332,548	£332,548
Surplus/loss:	£129,077	£145,515

After the conference, we agreed to reimburse WAO for a number of WAO speakers' expenses which was £15,350.

Total Surplus: £130,165

Future Developments

Dr Leech said that we have an ambitious organisational strategy we wish to undertake over the next few years. A funding plan has been drafted which will help us sustain long-term stability in order to be able to deliver our objectives. At the 2021 AGM, we projected our expenditure would rise to £445,243 as a result of:

- Investment in the next generation of allergy specialists by funding a £15,000 medical scholarship programme.
- The appointment of an Operations and a Communications and Marketing Manager to support the delivery of a wide range of activities including across our digital communication channels.

Many organisations have suffered financially as a result of COVID. However, the BSACI's finances have remained robust and, thankfully, it was not necessary to make any staff redundancies.

Proposed Income and Expenditure Budgets for Year Ending July 2023

	2023 Proposed Budgets	(2022) Actual
Income:	£482,680 *	£496,775
Expenditure:	<u>£483,608</u>	<u>£423,028</u>
Deficit/Surplus:	-£928.00	£73,747

* We proposed in the income budget to members that we may need to draw down £207,704 of our investments to balance the budget for this year. Our current investment portfolio balance is **£998,316.44**

The BSACI is hosting a global online symposium in February 2023, which has not been included in the budget, as it is difficult to give an income projection for a new undertaking.

	Motion	Votes %
Result	Vote to approve the income budget for the year ending 2022/23	
	Yes	95
	No	0
	Abstain	5

	Motion	Votes %
Result:	Vote to approve the expenditure budget for the year ending 2022/23	
	Yes	95
	No	0
	Abstain	5

Accounts for year ending July 31st 2021 Submitted to the Charity Commission in March 2022

Year Ending	2021	(2020)
Income:	£438,507	£655,197
Expenditure:	<u>£480,726</u>	<u>£661,058</u>
Surplus/Deficit	-£42,219	-£5,861

The decrease in income and expenditure in 2021 compared to 2020 is due to the virtual annual meeting taking place in 2020 due to COVID-19.

The above are combined core income and expenditure, conference and investments figures.

Subscription Rates for 2023/2024

Every two years the BSACI increases subscription rates. We are proposing a 5% fee increase from August 2023.

Subscription Type	Current Subscription Rate	2023 Rate with Proposed 5% Increase*
Student	10.50	11.00
Junior	54.60	57.50
Nurse and Allied Health Professionals	54.60	57.50
Non-clinical	69.30	73.00
Clinical	140.70	148.00
Retired	10.50	11.00

*rounded to the nearest 50p

Result:

Motion	Votes %
Vote to ratify the 5% increase in subscription rates	
Yes	85
No	12.5
Abstain	4.88

Reappointment of Auditors

Members were asked to re-affirm the appointment of BSACI auditors Sawin & Edwards LLP.

Result:

Motion	Votes %
Vote to ratify the appointment of auditors Sawin and Edwards LLP	
Yes	85
No	0
Abstain	15

The Treasurer responded to a question regarding £35k tax costs. She explained that the actual amount related to the annual meeting but noted that it varied from year to year depending on where the meeting was held and whether it was virtual or in person.

**REPORT FROM CO-EDITOR OF CLINICAL & EXPERIMENTAL ALLERGY (CEA)
(Dr Mohamed Shamji)**

The work carried out by the CEA co-editors Dr Mohamed Shamji and Dr Robert Boyle is supported by the Wiley Blackwell and BSACI teams. The journal has seen its impact factor rise from 5.01 in 2021 to 5.401 in 2022. This increase has been a result of a close collaboration between the editors, associate editors and the global editorship.

The CEA currently publishes a wide spectrum of articles for its readers and includes new features such as Cochrane Corner, clinical questions, clinical practice guidelines, debates and correspondence.

Dr Shamji also highlighted some of the journal's achievements such as having open-access articles; the inclusion of harmonised graphic abstracts; and a reduced 'submission to acceptance' turnaround time for articles. The CEA has also enjoyed a well-received social media presence.

**5. REPORT FROM THE WAO/BSACI CONFERENCE IN APRIL 2022
(Dr George Gkimpas)**

Dr Gkimpas said that the WAO/BSACI 2022 conference was highly successful and thanked everyone who supported this global allergy-focused meeting. Out of the 857 delegates, a quarter came from countries outside the UK such as South Korea, Argentina, South Africa, New Zealand, Bulgaria and Hong Kong. Registrations also included attendees from a range of professional categories, as well as a high number of non-BSACI members.

Some of the conference highlights were Dr Thirumala Krishna's speech on Allergy Management in India; Professor Sir Stephen Holgate's presentation on Clean Air Day; and a unique year-in-review session in collaboration with EAACI, AAAAI and the Japanese Society of Allergology (JSA.) The new 'Allergy Education' session, introduced in 2021, was well received this year.

Finally, Dr Gkimpas thanked the programme planning committee for their input into the programme this year as well as the joint Deputy Leads, Dr Nandinee Patel and Dr Natasha Gunawardana, who have been appointed as the new Annual Meeting Committee's Joint Scientific Programme Leads.

Via the chat, it was asked whether Reckitt Benckiser had been a meeting sponsor. Fiona Rayner answered that it had and that its presence was in line with BSACI Industry Policy.

6. ANY OTHER BUSINESS

None.

7. DATE OF 2023 AGM

The next AGM will be held at the 2023 annual meeting at Harrogate. The date will be confirmed in due course.