

BCIG AGM
Date: 21 March 2017
Birmingham

MINUTES

Present - Chair: Tracey Twomey (TT); **Vice Chair:** Agnes Allen (AA) **Secretary:** Debi Vickers (DV);
Membership Secretary: Katherine Wilson (KW) **Council Members:** Helen Cullington (HC), Kate Hanvey (KH), Sherif Khalil (SK)
Apologies - **Treasurer:** Andrew Marshall (AM);

The meeting was attended by sufficient BCIG members to be quorate.

1) Agreement of AGM Minutes (April 2016).

Minutes were signed off for 2016 AGM and approved for addition to website. No matters arising.

2) Chair's report (TT)

o Council Membership

TT outlined changes to Council in-year and from this AGM, as summarised in the following table:

Position	Name
Chair:	Tracey Twomey
Vice Chair:	Agnes Allen
Secretary:	Kate Hanvey (<i>outgoing: Deborah Vickers</i>)
Treasurer:	Dan Jiang (<i>outgoing: Andrew Marshall</i>)
Membership:	Katherine Wilson (<i>outgoing: Louise Craddock</i>)
Council Member:	Sherif Khalil
Council Member:	Helen Cullington
Council Member:	Helen Peebles (<i>outgoing: Kate Hanvey</i>)

Sincere thanks to Louise Craddock, Debi Vickers and Andrew Marshall for their huge and valued contributions to BCIG and welcome to Katherine Wilson, Kate Hanvey and Dan Jiang respectively into these roles. Welcome also to Helen Peebles as an Ordinary Member to Council.

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- Priorities from BCIG and You Survey

Candidature:

- Council is represented on the Adult Cochlear Implant Action Group (ACIAG) and the BCIG Candidacy Working Group is led by DV and Padraig Kitterick.
 - CI guidance has been on the NICE static review list for 5 years and is now due for review. This is done through review of literature and relevant information to see if there is any new evidence to support an update to the guidance. TT therefore encouraged everyone to send any new evidence for candidacy to the Candidacy Working Group and for publication.
 - TT highlighted a petition for testing to take account of more realistic listening environments: <https://www.change.org/p/national-make-cochlear-referral-tests-in-realistic-environments>
 - There will be an All Party Parliamentary Group on Deafness secured 30 minute adjournment debate: “**Funding and assessments for cochlear implantation**” at the House of Commons on 24 March at 2.30pm and the transcript can be found on <https://hansard.parliament.uk/>
 - DV provided an update on the Candidacy Working Group during her keynote presentation on 20/3/17. A consensus statement is being prepared and there will be a CII journal issue on candidacy. TT asked everyone to send any new evidence for candidacy to the candidacy working group

Quality Standards and Guidelines:

- Joint rehabilitation guidelines which combined and replaced SLT, ToD and Psychology guidelines and now cover all rehab professions (HT, ToD, SLT, AVT and Psychology) are now available on the BCIG website
- Best practice guidelines under development for:
 - Transfer of patients between programmes
 - Lost sound processors
- The BCIG Safety Guidelines working group has produced a template and 3 out of the 4 CI manufacturers have populated the template. The working group are currently reviewing the documents and aim to have this complete in the next 3 months.

Public engagement and awareness:

- TT and DV each presented on behalf of BCIG at the following conferences:
 - i) Spend to Save: Increasing access to hearing technologies for adults - Westminster October 2016 (The Ear Foundation)
 - ‘Getting it right for adults with severe to profound deafness’ (TT)
 - ‘Getting the assessments for candidacy right’ (DV)
 - ii) British Academy of Audiology Annual Conference - Glasgow November 2016
 - ‘CI candidature – time for a NICE change?’ (TT)
 - ‘Feasibility of adding AB word scores to cochlear implant candidacy assessment for adults’ (DV et al)
- TT and DV are both involved in ACIAG and attended the Action Plan on Hearing Loss Event 2017 (3/3/17)
- BCIG has been approached to chair a session on implantable devices at BSA 2017
- BCIG has been approached for input into a session on implantable devices at BACO 2018
- BCIG is no longer officially represented on NHS England Clinical Reference Group for Specialised Ear Surgery, but will be registering as a stakeholder. There are ENT surgeons who work in CI on the CRG and they have been approached to keep Council updated.

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○ Activities:

On behalf of BCIG, TT collated centre feedback to jointly input into a letter (alongside BSA and BAA) to NHSI in regards to proposed changes to CI tariff. As a result, tariffs were increased as follows:

	Proposed tariff	Final tariff	Difference
Unilateral	£20,276	£22,800	£2,524
Bilateral	£26,516	£37,707	£11,191

TT encouraged all centres to establish what their own running costs are in light of the very short time-frame that was given to challenge the proposed tariffs first published in August 2016. As a result of a joint letter with BAA and BSA led by BCIG, tariffs were increased from those proposed, but are still significantly reduced from previous years.

○ New Issues:

Governance for BCIG:

- It has come to light that currently BCIG Council members are individually liable for any debts of the organisation. To address this and improve the governance of the organisation, BCIG therefore should consider registering as a Company limited by guarantee (CLG), Registered Charity (RC) or Charitable Incorporated Organisation (CIO). After taking advice, TT outlined reasons to become a charitable incorporated organisation (CIO) as opposed to alternatives outlined in presentation. There was a unanimous vote in favour of BCIG becoming a CIO, which will cost £1000 - £2000 +VAT.
- As a CIO, Council will be responsible for:
 - Filing annual accounts
 - Producing an annual report and an annual return

Proposal to change name of the organization:

- There was a vote to decide if the name of the British Cochlear Implant Group should be changed to reflect other implantable auditory devices. The BCIG constitution has been reviewed by Council and it is noted that it already covers other implantable auditory devices. Council has come to a consensus that the name of our organisation is well established and well recognised and changing it could present some unnecessary risk. A vote was undertaken at the AGM as to whether or not the membership supports this position. The majority of those present (majority for, 3 against) voted for council's view that there will be no further discussions or work to change the name of the organisation at this time. Therefore it remains the British Cochlear Implant Group (BCIG).

○ Other Activities / Works in Progress:

- Council will aim to have BCIG Council meeting minutes on to the website in 4 weeks following meeting (in a draft form)
- A 'BCIG handbook' with SOPs and protocols for different Council roles is under development
- Helen Peebles has kindly agreed to take on development of the newsletter. TT asked members to send HP any contributions for this. The goal is that it will probably be a twice yearly circulation.
- Plans to introduce a web-based membership management system - ongoing
- Developing pack to promote BCIG at other conferences

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- Graham Fraser Memorial Lecture
 - TT formally welcomed Professor Liat Kishon-Rabin as the 2017 invited speaker for the Graham Fraser Memorial Lecture (GFML)
 - From the 2018 meeting, the GFML will be fully incorporated into the BCIG annual conference as a key note speaker. BCIG will still call for nominations annually and Council will select the speaker
 - From 2018 new GFF legacy provides £3000pa to BCIG, which will fund a speaker and any annual surplus will be retained in reserve to offset rising costs in future years
- TT announced the Belfast Annual conference for 2018, Southampton for 2019 and requested offers for 2020.

3) Treasurer's Report was prepared by AM

2015/16 accounts approved by Council at the previous AGM meeting

Current balances

30 Day Notice Account

(As of 17/03/17)

Balance	£10084.11	(27/4/16 £10009.53)
Receipts	£4.58	Interest £70 Membership payments

Treasurer's Account

(As of 17/03/17)

Balance	£83247.13	(27/4/16 £61145.64)
Remittances	£2073.51	(16/15 £4425.47 15/14 £27485.4)
Website hosting	£96	
Council meetings & admin costs	£1217.51	
Goto meetings	£135	
Printing QS	£625	
Pending costs: Journal for 2 years	(£12678 14-15)	expect significant increase

Receipts	£24175	(15/16 £22545)
Subscriptions	£16675	
Corporate	£7500	(some outstanding)
Refund of priming grant from Bristol meeting received (not yet included in figures)		

PayPal

There is currently a balance on the Paypal account of £3764.16

They charge per transaction (£3.09) and this may have to be passed onto those paying by this method.

Proving difficult to access but this is being addressed

Cochlear Implants International (CII)

Previous BCIG member price £57 (since 2009)

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New BCIG member price

£70 (from 2015)

Subscriptions Update

Subscriptions changed from £70 to £85 to cover increase in cost of CII

Significant number of members (at least 44) do not pay the correct amount

All members have been asked to check they are paying the correct amount, of £85 set up to pay on 1/9 annually

4) Membership Update was prepared by KW

- There were 59 new members in 2016, 16 of which joined in Jan / Feb, likely in order to take advantage of the favourable BCIG conference rates for members. Total membership stands at 244.
- Membership categories are: Full, Corporate and Overseas; 96% of membership are full members and 2% each are corporate and overseas members
- Many full members are still paying incorrect (too low) fees, including a large proportion who are failing to pay anything at all
- The membership list is being updated, those who haven't paid or are paying the incorrect amount, will be contacted. Members who do not pay, or are not paying the full amount, will be removed from the list and therefore will not receive the journal or benefit from reduced conference fees
- KW outlined the benefits of being a member and encouraged everyone to check they are paying the correct amount of £85 on 1st September annually
- For members who are paying from accounts held in a different name (e.g. married name), KW encouraged them to contact her so payments can be linked with members, or provide a reference with the payment to help us make the link

5) Website Update prepared by HC

Current website

- HC demonstrated the website to highlight the different features
- HC suggested that people should join the twitter account, which has 263 followers. HC can help users who are new to Twitter navigate the system and has a handout
- The FY 2015/2016 activity was shown and can be accessed via: <http://www.bciq.org.uk/wp-content/uploads/2016/12/CI-activity-2016.pdf>
- HC showed everyone where to access the online journal, via the members section
- The events section of the website and online voting for Council membership was highlighted
- The BCIG website is a space to advertise jobs, courses etc. Please contact Helen if you would like to use this facility

Future plans

- Online membership management – in order for this to work it's important that all members make sure their details are up to date – we will let you know when this needs to be done

6) Cochlear Implants International

- An Editorial Board meeting for Cochlear Implants International took place during at the BCIG 2017 conference as per usual practice. John Graham (Editor) was unfortunately unavailable to provide an update at the AGM
- Tracey Twomey presented a gift to Huw Cooper, on behalf of BCIG, for all of his hard work and dedication setting up and running the journal which he has handed over as he has moved into a commercial role. BCIG Council thanked Huw and wished him well in his new role with Cochlear Europe.

7) Outgoing Council Members

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- Tracey Twomey presented a gift to Louise Craddock, Debi Vickers (and Andrew Marshall, not present) on behalf of BCIG to thank them for all of their hard work on Council and dedication to their roles.

8) AOB

- No AOB was raised

9) Date of Next Meeting

Either May 17th or 18th 2018

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