

Annual General Meeting

Austin Court – Birmingham

26-06-2017

Chair's Report

Dom McMullan

Executive Committee Changes

Position	Exited	Appointed
Acting Deputy Chair	Ann Dalton	Simon Ramsden (Chair Elect)
Scientific and Technical Subcommittee (STSC)	Dom McMullan	Joo-Wook Ahn Chris Wragg
Workforce Development Subcommittee (WDC)	David Baty	Alison Taylor-Beadling Michelle Fenlon

Changes to ACGS Constitution

Vote on a change to Part 2, Section 17 of the Constitution

- **Change:**

17. Officers and Trustees

2. The charity shall have the following officers:

- a. A Chair,
- b. A Secretary,
- c. A Treasurer
- d. A Chair Elect

- **To:**

2. The charity shall have the following officers:

- a. A Chair,
- b. A Secretary,
- c. A Treasurer
- d. A Chair Elect **or Deputy Chair**

Changes to ACGS Constitution

- **Vote on a change to Part 2, Section 18 of the Constitution**

Change:

2. The Executive Committee will consist of the officers (the "trustees") **and four other elected ordinary members who will each act as Chair of a specified sub-committee.** The elected ordinary members will each oversee an area of activity of the Association and provide feedback to the trustees.

5. **The officers of the Association and the other four members of the Executive Committee** shall be ordinary members of the Association elected by ballot at an annual general meeting. Nominations may be made by any two ordinary members (Proposer and Secunder) and shall be sent with the written consent of the nominee to the secretary so as to reach him at least two months before the annual general meeting. Such nominations will be circulated with the notice of the meeting. Members unable to attend the meeting shall be entitled to vote by post or electronic communication. If other nominations are not received for the filling of vacancies, the Executive Committee should seek to nominate suitable individuals from the membership.

6. The Chair shall not normally hold office for a term of more than two years but thereafter they shall be eligible for election to any other post in the Association.

7. The Chair elect shall not normally hold office for a **term of more than two years** and thereafter will progress to the office of Chair.

Changes to ACGS Constitution

To:

2. The Executive Committee will consist of the officers (the "trustees") **and other** elected ordinary members who will each act as Chair **or Co-Chair** of a specified sub-committee. The elected ordinary members will each oversee an area of activity of the Association and provide feedback to the trustees.

5. The officers of the Association and **the other members** of the Executive Committee shall be ordinary members of the Association elected by ballot at an annual general meeting. Nominations may be made by any two ordinary members (Proposer and Secunder) and shall be sent with the written consent of the nominee to the secretary so as to reach him at least two months before the annual general meeting. Such nominations will be circulated with the notice of the meeting. Members unable to attend the meeting shall be entitled to vote by post or electronic communication. If other nominations are not received for the filling of vacancies, the Executive Committee should seek to nominate suitable individuals from the membership.

6. The Chair shall not normally hold office for a term of more than two years and thereafter will progress to the position of Deputy Chair for not normally more than one year. Thereafter they shall be eligible for election to any other post in the Association. Towards the end of the first year of the term of office of the Chair an election will be held for the post of Chair Elect, to commence at start of the second year of the term of Office of the Chair

7. The Chair elect shall not normally hold office **for a term of more than one year** and thereafter will progress to the office of Chair.

Changes to ACGS Constitution

How this would work.....

- June 2017 – Chair Dom M, Chair elect – Simon Ramsden
- September 2018 – Chair - Simon Ramsden, Deputy Chair – Dom M
- June 2019 – Chair – Simon Ramsden, Elections for new Chair Elect
- September 2020 – Chair Elect becomes Chair (yr1), Deputy Chair – Simon Ramsden
- June 2021 – Chair (yr2), Elections for new Chair Elect and so on

Key achievements 2016/17

Enhanced involvement in 100,000 genomes and it's legacy

- NHSE WGS RD transition group
 - Sian Ellard, Lorraine Gaunt, Ruth Charlton, Dom McM
 - Gail Norbury, Lara Creswell (ACGS activity / data)
- NHSE WGS Cancer transition group
 - Rachel Butler, Mike Griffiths, Chris Wragg

NHSE Validation and Reporting Working Groups

- Cancer and Rare Disease
- Many GMC /ACGS member lab representatives

Key achievements 2016/17

Adoption of ACMG/AMP interpretation guidelines

Initial Workshop November 2016

- Key UK stakeholders
 - ACGS, BSGM, NEQAS, Genomics England, NHSE, UKGTN
 - Clinical Scientist and Clinical Geneticist from all UK centres
- Consensus Statement recommending immediate adoption

Train-the-trainers Workshop April 2017

- Clinical Scientist and Clinical Geneticist from all UK centres
- Follow-up monthly telecons. with exemplar case scenarios

Key achievements 2016/17

Adoption of ACMG/AMP interpretation guidelines

ACMG engagement

- Social media
- Heidi Rehm (Harvard / ClinGen)
 - ACGS sponsored speaker at BSGM 2017
- Sian Ellard
 - ClinGen/DECIPHER meeting invited speaker “UK Adoption..”
 - ACMG SNV Working Group Member

Similar plans for long-awaited ACMG CNV g/lines...

Variant classification and interpretation

Workshop report
June 2017



Key aims for 2017-2018

Supporting Labs through reconfiguration

- Facilitating meetings
- Conduit to NHSE
- Representation on National Co-ordinating Centre

Clinical Genomic BPGs

- Variant interpretation
- Clinical Reporting standardisation
- Harmonised TAT with Clinical Ref Groups (CRGs)

Key aims for 2017-2018

Extension to Mol.Path / Haem. Onc

- Representation on RCPATH Working Groups
- FLT3-ITD patent (thin end of wedge....)
 - BSGM / other Prof Body support

Clinical Genomic BPGs

- Somatic Variant interpretation – COMING!!!
- Clinical Reporting standardisation
- Harmonised TAT with Clinical Ref Groups (CRGs)

Treasurer's report

David Cockburn

ACGS AGM

26th June 2017

Principal activities since 2016 AGM

- 2015 period Annual Accounts and Annual Return submitted to Charity Commission
- 2016 period Accounts ready for submission
- Continued programme of improvements to update financial operations and security
- BSGM financial relationship and subscriptions
- Utilisation of financial position

Programme of improvements

- Security, transparency and simplicity
 - Xero accounting software
 - Extension of utilisation
 - £24 per month
 - Tools for electronic accounting
 - Read-only access for exec members / trustees and auditors
 - Built-in reports to summarise activities
 - Bank accounts
 - New higher interest earning account opened at Cambridge & Counties Bank (balance is currently £60,154)
 - FSCS limit of protection is £85,000 per bank

Current subscriptions rates

	BSGM			ACGS		
	Ordinary Member	Consultant/8C Member	Student Member	Ordinary Member	Consultant/8C Member	Member Band 5 or below
BSGM	£60	£85	£20	£45	£70	£10
Constituent				£15	£15	£10
	£60	£85	£20	£60	£85	£20

	ACNG			CGS			CGG
	Ordinary Member	Consultant/8C Member	Student Member	Ordinary Member	Consultant/8C Member	Student Member	Ordinary Member
BSGM	£45	£70	£20	£45	£70	£20	£45
Constituent	£25	£25		£25	£25		£15
	£70	£95	£20	£70	£95	£20	£60

	Revenue	Expenditure	Net profit / loss
Carried from 2015			
Spring meeting 22 June 2015	£900.00		
Applying Genomics to Cancer meeting; 21 Sep 2015	£950.00	£395.00	
Other Revenue (miscellaneous / unreconciled)	£300.00		
Meetings and workshops			
Summer meeting 4-5 July 2016	£15,890.00	£17,580.80	-£1,690.80
Variant workshop; Nov 4th 2016		£5,846.54	-£5,846.54
Quality workshops and meetings	£560.00	£922.01	-£362.01
Training workshops and meetings	£345.00	£850.92	-£505.92
Subcommittees			
Communications subcommittee meetings		£264.11	
Executive committee		£1,779.50	
External representation		£997.01	
Quality subcommittee meetings		£2,319.05	
Scientific and Technical subcommittee		£868.90	
Workforce subcommittee meetings		£1,121.99	
Membership / subscriptions	Subscriptions from members	Subscriptions - refunds	
	£34,656.00 £8940 (2014/15)	£200.00	
	£13,130 (2015/16)		
	£12,587 (2016/17)		
Banking and finance	Interest Income	Bank Fees	
	£113.04	£62.51	
		Audit & Accountancy fees	
		£2,947.43	
Travel awards		Travel Awards	
		£500.00	
Advertising & Marketing		Advertising & Marketing	
		£1,135.84	
Other		ACS Subscription	
		£1,160.00	
	Total Income	Total expenditure	
	£53,714.04	£38,951.61	
	Less overdue subscriptions from BSGM		
	£22,070.00		
	Total effective income		
	£31,644.04		
Net effective profit	-£7,307.57	income minus expenditure	

See handouts!

Subs transfer from BSGM

- £34,656 paid by BSGM during 2016
 - Representing subs from 2014/15; 2015/16; and 2016/17
- Outstanding amount of £7,060
 - ACGS agreed to write off £2,870 on 30th Sep 2016
 - Remainder has been paid 6th Jun 2017
- ACGS are very supportive of current BSGM council, and for their work turning around the financial position of BSGM
 - In particular, we are hugely grateful for the efforts of the current Treasurer, Peter Farndon

Appointment of auditors

- I am very grateful for the supportive work of Wilkins Kennedy with respect to ACGS finances, and for performing 'Independent Examination of Accounts' for 2016 period.
- I would like to ask support for reappointment of the services of Wilkins Kennedy.

Total funds at this time

HSBC Community account	£16,500
HSBC Business Manager account	£58,500
C&C 31-day account	£60,150
Total	£135,150

How to use our funds

- Travel awards
 - Make awards supporting those with accepted abstracts at BSGM
- Subsidising workshops / training events
 - As have done during 2016 and 2017
- Supporting work of Executive members
 - Paying for support of administrative aspects of work currently performed by Exec members
 - To encourage more wider contributions from members
- Prudent management
 - Effective 'loss' of £7000 in 2016 period

Quality Sub-committee Report (QSC)

The meetings are organised
and minuted by the nominated
Secretary : Louise Monkman

Thank You!





Out	IN
Amy Roe	Sally Jeffries
Natasha Leo (?you)
Yvonne Wallis	
Richa Sud	
Roger Mountford	
Martin Hart	

Thank You!



The Best Practice Guidelines Pipeline

- Process for Successful Completion of the BPG Cycle

2. STAGES OF THE BPG CYCLE



The Best Practice Guidelines Pipeline

TRIGGER

A number of scenarios will trigger the BPG cycle, including the following:

- a) No current guidelines exist
- b) Current guidelines are out of date
- c) Changes/standardisation in practice are required following the results of external quality assessment

The BPG cycle will be triggered in at least two ways, including the following:

- a) Via the ongoing ACGS Quality subcommittee BPG review process
- b) Via a request from laboratory or UKNEQAS

The request will be made using a proforma accessed via the ACGS website. The proforma should be forwarded for discussion and follow up actions to the ACGS Quality sub-committee

Best Practice Guidelines DOCUMENT FOR REVIEW	LEAD AUTHOR	Under review date
<i>Lynch syndrome</i>	<i>Gail Norbury</i>	<i>Completed</i>
<i>Practice guidelines for Sanger Sequencing Analysis and Interpretation. (2009)</i>	<i>Sian Ellard</i>	<i>Completed</i>
<i>Bioinformatics BPG</i>	<i>AJW</i>	<i>Completed</i>
General Genetic Laboratory Reporting		Out for review
CNV classification	Dom McMullan	Draft – awaiting ACMG G/L ratification
Haem ONC	Nick Bown	Workshop Autumn
Prenatal Array BPG	Deborah Morragh	Draft – ratification soon
SNV/indel Variant Classification	Sian Ellard	Draft
Familial Breast and Ovarian	Trudi McDevitt	Request NEQAS
Mitochondrial disease	Carl Fratter	Request NEQAS
MCC	(Roger Mountford)	Request NEQAS
Cystic Fibrosis	Gail Norbury	Draft/workshop

Preprint (peerJ.com) BPG has been discussed and agreed..
Bioinformatics BPG has been accepted...





Genomics Workshop
Lead Sanjeev Bhaskar

91 attendees

Thursday 20th April 2017

Central Manchester University Hospitals

Genetics Quality and Accreditation workshop
Lead Natasha Leo

~80 attendees

Wednesday 17th May 2017

Central Manchester University Hospitals

Thank You!

Programme and presentations now available on the QSC section of the website.....

Committee Remit



Audit and activity data....

ACGS Activity Audit/GenU data collection
Leads: Gail Norbury and Lara Cresswell

Thank You!

Promotion of communication with appropriate bodies...

- Fetal Genomics Group
- PHE Fetal Anomaly Screening Programme inc NIPT Implementation Working Groups
- NHS England Rare Disease Genomic Sub-groups



ACGS Logo

- **Official launch of the new logo for today's meeting**
- Many Thanks to those of you who helped to choose the new design
- New merchandise – Banners, pens, pads and lanyards
 - Leaflets to follow

ACGS Website

- We are keeping it well updated with news articles, events and jobs which are further advertised via social media once on the website
- We would again like to encourage you to submit your jobs, events and news for publication on the website via the relevant buttons
- Keep in touch via the chair of communications committee hazel.dinning@nuh.nhs.uk about what you want on the website and via lab contacts
- We have embraced the new administration via RSB and think it has gone well from a communications perspective despite temporarily losing the members area
- We welcome any comments

Membership Liaison

- We have access to an up-to-date list of members via RSB
- Please remember to inform RSB of any changes of address /email etc.
- Could we have feedback on communication via lab contacts? Is this useful in addition to the website and social media?
- Our social media presence is still increasing and we are regularly reaching hundreds of people with our Facebook posts and Tweets

Newsletter

- There is no longer a formal online newsletter published at set intervals
- Our newsletter editors are:
 - Emma Huxley emma.huxley@bwnft.nhs.net
 - Irene Carolina IRENE.CAROLINA@bwnft.nhs.uk
 - Lesley McMahon lesleymcmahon@nhs.net
- We would welcome any articles as they arise – please encourage members in your department to submit!

Communications Subcommittee



Promotion

- Video for promoting the ACGS was filmed and this has been available since July 2016 <http://www.acgs.uk.com/about-us/what-is-the-acgs/> you can also find it on Facebook

We welcome applications for a role on the subcommittee

- Please talk to us here or email hazel.dinning@nuh.nhs.uk if you are interested

Supported a number of events

- Genomics workshop, Quality and Accreditation workshop, this meeting

Support for future events

- GT study day later in the year and many more!

Science and Technology Subcommittee

Joo Wook Ahn & Chris Wragg
Co-Chairs | ACGS Science and Technology
Subcommittee
AGM 2017

STSC AGM

1. Joo Wook Ahn and Chris Wragg to jointly chair STSC with specialist interest in RD and Cancer respectively
2. Call for expressions of interest from technologists to join STSC
3. ACGS Annual Meeting
4. BSGM Annual Meeting - Heidi Rehm ACGS funded invited speaker
5. 100K Genomes
 - i. Rare disease and Cancer V&R
 - ii. Haematological cancer recruitment
6. Rare disease and cancer transition groups
7. Close working with the ACMG
 - i. ACMG interpretation guidance
 - ii. CNV guidance and cancer collaborations
8. Projects
 - i. Bioinformatics resources
 - ii. Data sharing guidelines

And finally some props ...

Recent Gongs



Rachel Butler MBE



Angela Douglas MBE

CSO Healthcare Lifetime Scientist



Val Davison MBE

Departing Friends

Roger Mountford



Gordon Lowther



Jonathan Waters



