



UKIACR Annual General Meeting - 9th June 2014

Venue: Birmingham Hilton Metropole Hotel

MINUTES

(Approved at June 2015 AGM)

Executive Committee: Julia Verne (JV), David Brewster (DB), Anna Gavin (AG), Dyfed Wyn Huws (DWH), Linda Sharp (LS), Emma Gordon (EG) and Jon Templeton (minutes).

1. JV, on behalf of the Executive Committee, welcomed everyone to the AGM which was an open meeting held on the first morning of the annual Cancer Outcomes Conference. The audience included representatives from PHE, NCIN, CRUK, PHW, NCRS, ONS and the West Midlands Children's Tumour Repository.
2. The minutes of the 2013 UKACR AGM were agreed without amendment with no matters arising.
3. The following were elected un-opposed for a term of 2 years:

Co-chairs: Julia Verne & David Brewster

Treasurer: Dyfed Wyn Huws

The secretariat will be provided by PHE – South West Knowledge & Intelligence Team.

4. The Draft Constitution as circulated at the AGM was ratified with 2 minor amendments:
 - a. Section 2: Scope and objectives. The final point was changed to include international bodies (proposed by JV, unanimously agreed).
 - b. Section 5: Organisation. Amended to make clear the Executive Committee can 'set, **increase** and levy subscriptions' (proposed by AG, unanimously agreed).

The ratified Constitution will be publically available on the UKIACR website.

5. JV gave a brief report on behalf of the co-chairs outlining the transition from UKACR to UKIACR, the background to this, the opportunities it presents and the challenges ahead.
6. DWH presented the Financial Report (appendix 2) which was approved. Previous Treasurer Shelagh Reynolds contribution and hard work over a number of years was acknowledged.

It was agreed that the following will be bank account signatories: DWH, AG and Joan Wilding (PHW).

7. Jason Poole, Co-Chair of the Analysis Sub-Group, presented his report (appendix 3) and the hard work of the Sub-Group was acknowledged.
8. The need for a UKIACR Coding & Classification Sub-Group was discussed and agreed. Brian Rous (BR) explained the previous UKACR Sub-Group was now PHE NCRS focused although still with links to the other UK registries. BR was invited to attend the Executive Committee meeting later in the day to discuss the matter further.
9. Harry Comber and colleagues from NCRI were thanked for their work in establishing the new UKIACR website: www.ukiacr.org.
10. Tim Evans presented the Cancer Registration Performance Indicators Report (appendix 4) and was thanked for his hard work. It was agreed the Analysis Sub-Group will lead on this in the future with any amendments agreed by the Executive Committee in good time.
11. AG announced the 2015 Cancer Outcomes Conference will be held in Belfast 8th – 10th June.
12. As no other business was raised the meeting closed.

Appendix 1 - Names, Affiliations and Abbreviations

Professor Julia Verne - Public Health England (PHE)

Dr David Brewster – Scottish Cancer Registry

Dr Anna Gavin – Northern Ireland Cancer Registry

Dr Dyfed Wyn Huws – Welsh Cancer Intelligence & Surveillance Unit, Public Health Wales (PHW)

Dr Emma Gordon – Office for National Statistics (ONS)

Dr Linda Sharp – National Cancer Registry Ireland (NCRI)

Jason Poole – PHE East Midlands Knowledge & Intelligence Team

Brian Rous – PHE National Cancer Registration System (NCRS)

Tim Evans – PHE West Midlands Knowledge & Intelligence Team

NCIN – National Cancer Intelligence Network, PHE

CRUK – Cancer Research UK