

# The Royal College of Psychiatrists Annual General Meeting 2011



## Agenda

The President, Professor Dinesh Bhugra, in the chair

Notice is hereby given that the fortieth Annual General Meeting and Presentation Ceremony of the College will be held at the Hilton Metropole Brighton from 17.45 hours to 19.45 hours on Thursday 30 June 2011 for the following purposes:

1. To approve the Minutes of the previous (thirty-ninth) Annual General Meeting held in Edinburgh on Tuesday 22 June 2010
2. Obituary
3. Report from the President
4. Report from the Dean
5. Report from the Editor
6. Report from the Registrar
7. Report of the Treasurer and the approval of the summarised Annual Accounts for 2010 (herewith)
8. To consider the proposed Fees and Subscriptions Rates (herewith)
9. To re-appoint Buzzacott as Auditors of the College to hold office until the next Annual General Meeting

The Annual General Meeting will be followed by the Presentation Ceremony.

# The Royal College of Psychiatrists Presentation Ceremony 2011

1. **Welcome from the President**
2. **Presentation of representatives from overseas psychiatric organisations**
3. **Presentation of prize winners**
4. **Special presentation to Dr Henry Rollin**
5. **Presentation of new Fellows**
6. **Presentation of President's Medals 2011**
7. **Inauguration of Honorary Fellows 2011**
8. **Inauguration of the new President**

At the conclusion of the presentation ceremony, Professor Sue Bailey OBE will assume the responsibilities of the President.

# The Royal College of Psychiatrists

## Summarised accounts to 31 December 2010

### Treasurer's report

It is with mixed feelings that I present my final report as Honorary Treasurer on the financial year ended 31 December 2010.

I am pleased to confirm that this year the College's finances have improved further. However, the future remains uncertain and austerity is necessarily high on the agenda.

#### 2010 Financial overview

The College's income amounted to £17.4m with expenditure totaling £15.8m. We concluded the year with an operational surplus of £1.6m before unrealised gains on investments of £134k were included. Approximately half of the surplus relates to restricted income received in advance, which the College will be using in the next 2 years.

#### Bequests

The College is grateful to the late Margaret Mary Slack who bequeathed £200k for the purpose of setting up an endowment to fund a travelling fellowship and to the late Mary Whewell Taylor who bequeathed an interim payment of £70k, which has been allocated to the New Building Fund.

#### New building project

The College has taken further steps to address securing premises beyond the expiry of the lease of 17 Belgrave Square in 2034. College Trustees agreed that the first one percent in any percentage increase in membership fees be allocated to the New Building Fund from 2010 (increased to two percent for 2011). The unforeseen surge in the number of exam candidates had led to an unexpected level of surplus. To help safeguard the College for future generations, the surplus has been transferred into the New Building Fund. Specific fundraising from other sources will be necessary and Council has agreed to the appointment of external experts to carry out preliminary steps for major fundraising commencing in 2011 (c. £20k).

#### Austerity and College-wide budgeting

Austerity has been a priority on the College agenda. The Senior Management Team has initiated a plan to enable the College to work towards a position where it can gradually reduce up to 10% of expenditure (£1.5m), if necessary. The Finance Department has now implemented a zero-based College-wide budgeting process and produced comprehensive budgets for the next 3 years.

#### Internal audit

Council agreed to the creation of an internal audit function. This will enhance the College's governance structure and internal controls, and reflects the sector's best practice. A selection of suitable independent accountancy firms have been invited to tender for the provision of internal audit services.

#### Summarised accounts

The Trustees confirm that the summarised accounts on pages 3 and 4 are a summary of the information extracted from the full Annual Report and Accounts, which were approved on 8 April 2011. The summarised accounts may not contain sufficient information to allow a full understanding of the financial affairs of The Royal College of Psychiatrists. Copies of the full accounts on which the auditors have reported without qualification and which will be delivered to the Charity Commission may be obtained free of charge upon written request to the Finance Department, The Royal College of Psychiatrists, 17 Belgrave Square, London SW1X 8PG.

Approved on behalf of the Trustees and signed on their behalf by:  
Professor D. Bhugra, President  
Professor G. Ikkos, Treasurer  
8 April 2011

Report of the independent auditors to the members of The Royal College of Psychiatrists

We have examined the annexed summarised accounts (comprising Statement of Financial Activities and Balance Sheet) of The Royal College of Psychiatrists for the year ended 31 December 2010.

Respective responsibilities of Trustees and auditors

The Trustees of the College are responsible for the preparation of the summarised accounts in accordance with applicable law and the recommendations of the charities SORP.

Our responsibility is to report to you our opinion on the consistency of the summarised accounts with the full Annual Report and Accounts.

Basis of opinion

We conducted our work in accordance with the Bulletin 2008/3 'The auditors' statement on the summary financial statements' issued by the Auditing Practices Board for use in the United Kingdom.

## Growth in membership of the College

Overall membership of the College has grown at a rate of 2.3% (2009 – 6.5%) increasing to 15,445 (2009 – 15,097). The total number of members includes 2,690 from overseas across grades.

## Income

Income from membership subscriptions has increased by c. £301 k (total membership fees received c. £4.55 m) due to the growth in membership numbers and a 4% increase in subscription fees.

The International Congress in Edinburgh generated an income of £582 k, 72% higher than 2009.

However, the College Education and Training Centre (CETC) performed under budget this year and the net surplus decreased by £100 k. The College's training activities will be monitored closely.

This year the National Collaborating Centre for Mental Health (NCCMH) received approximately £240 k of additional restricted funds in advance from the National Institute for Health and Clinical Excellence.

However, the College Centre for Quality Improvement (CCQI) generated less income than expected (surplus of £588 k before College overheads contribution compared with £754 k in 2009).

## Expenditure

Work has proceeded on investing in a new CCQI information management system which will continue to be developed next year and has been budgeted at c. £450 k. The College has also invested in a new system for human resources, and will invest in cloud technology in 2011.

The College continues to grow, with staff costs amounting to £7.2 m in 2010 (2009 – £6.5 m). The total number of staff has increased from 172 to 194. The main growth has been in CCQI (13) and NCCMH (3); however, some additional resources were given in departments such as Examinations, Policy, divisional offices, human resources and IT.

I am pleased to confirm this year the College invested £30 k in senior management training. This has included the objectives of enhancing leadership qualities and improving service to membership. Improving service to membership is a high priority for College Trustees.

## Governance

Induction days were held for new Trustees and Financial Officers of the Faculties, Sections, Divisions and Special Interest Groups (FSDSIGs), emphasising the joint responsibility of Trustees to ensure the financial governance of the College as a whole. In March a workshop on business planning provided Financial Officers and FSDSIG managers with the opportunity to give feedback regarding business planning, and Finance staff the opportunity to explain the rationale behind the process.

I would like to express my thanks to Professor Michael Farrell, Dr Josanne Holloway and Dr Rao Nimmagadda who completed their terms as members of Finance Management Committee this year. Their contribution has been invaluable and I am very grateful to them indeed for their wise counsel.

## College investment portfolio

In 2010 £1 m was transferred from College general funds to the investment firm Brewin Dolphin. At the end of December the College's investment portfolio had a value of £2.12 m. Trustees are considering investing more money in the equity market in 2011.

## Conclusion

2010 has been a successful year financially and College Trustees and staff will continue to work towards controlling spending, enhancing income and preparing the College for the potential impact of national austerity. The College will therefore remain financially cautious in the year to come.

Finally, I would like to express my gratitude to Vanessa Cameron and Paul Taylor for their counsel and determined efforts to ensure that the College remains financially sound. I am also grateful to the Finance staff for their efforts and consistent good humour, even in the face of difficult circumstances at times.

Professor George Ikkos, Honorary Treasurer  
8 April 2011

## Opinion

In our opinion the summarised accounts are consistent with the full Annual Report and Accounts of The Royal College of Psychiatrists for the year ended 31 December 2010.

Buzzacott LLP  
Chartered Accountants and Registered Auditors  
130 Wood Street  
London  
EC2V 6DL  
11 April 2011

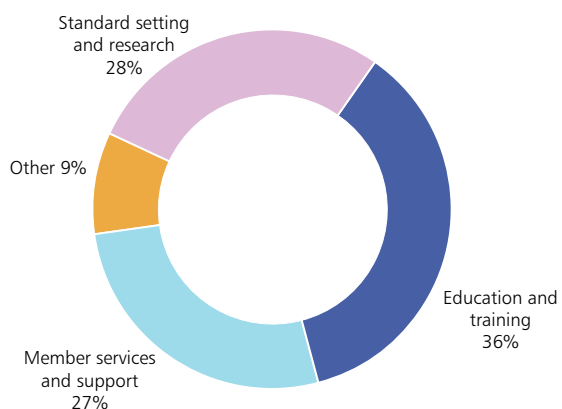
# Statement of financial activities – year to 31 December 2010

	Unrestricted Funds £000	Restricted Funds £000	Endowment Funds £000	Total Funds 2010 £000	Total Funds 2009 £000
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income – donations and gifts	79	–	200	279	133
Investment income and bank interest	94	–	–	94	97
Prize funds	–	18	–	18	5
<b>Incoming resources from charitable activities</b>					
Standard setting and research	1,914	2,993	–	4,907	4,117
Education and training	6,293	61	–	6,354	5,450
Member services and support	4,641	100	–	4,741	4,307
Communications and policy	56	20	–	76	96
Central College development	977	–	–	977	795
<b>Total incoming resources</b>	<b>14,054</b>	<b>3,192</b>	<b>200</b>	<b>17,446</b>	<b>15,000</b>
<b>Resources expended</b>					
<b>Cost of generating funds</b>					
Activities for generating funds	27	–	–	27	25
Investment management costs	11	–	–	11	8
<b>Charitable activities</b>					
Standard setting and research	3,582	2,436	–	6,018	5,043
Education and training	5,864	5	–	5,869	5,541
Member services and support	2,362	100	–	2,462	2,320
Communications and policy	1,126	–	–	1,126	1,105
Prize funds	–	9	–	9	14
<b>Governance costs</b>	<b>352</b>	<b>–</b>	<b>–</b>	<b>352</b>	<b>346</b>
<b>Total resources expended</b>	<b>13,324</b>	<b>2,550</b>	<b>–</b>	<b>15,874</b>	<b>14,402</b>
<b>Net incoming resources before transfers</b>	<b>730</b>	<b>642</b>	<b>200</b>	<b>1,572</b>	<b>598</b>
<b>Transfer between funds</b>	<b>(1)</b>	<b>1</b>	<b>–</b>	<b>–</b>	<b>–</b>
<b>Net incoming resources before other recognised gains and losses</b>	<b>729</b>	<b>643</b>	<b>200</b>	<b>1,572</b>	<b>598</b>
<b>Other recognised gains and losses</b>					
Gains on investment assets	134	–	–	134	111
<b>Net movement in funds</b>	<b>863</b>	<b>643</b>	<b>200</b>	<b>1,706</b>	<b>709</b>
<b>Reconciliation of funds</b>					
Total funds brought forward	6,607	494	–	7,101	6,392
<b>Total funds carried forward</b>	<b>7,470</b>	<b>1,137</b>	<b>200</b>	<b>8,807</b>	<b>7,101</b>

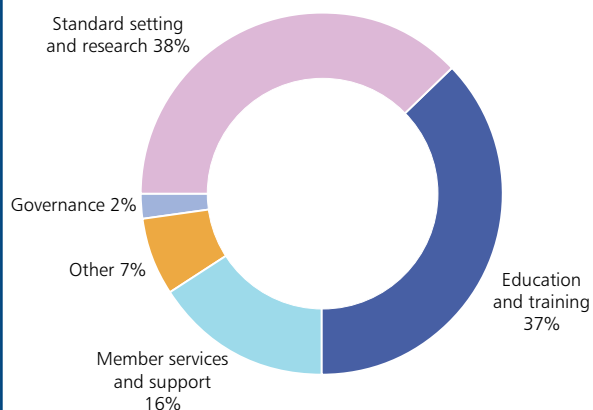
## Balance sheet as at 31 December 2010

	2010 £000	2009 £000
<b>Fixed assets</b>		
Tangible assets	2,083	2,303
Listed investments	2,118	993
	4,201	3,296
<b>Current assets</b>		
Stocks	92	86
Debtors	1,689	2,036
Short-term bank deposits	2,000	2,000
Cash at bank and in hand	5,317	3,354
	9,098	7,476
<b>Creditors: amounts falling due within one year</b>	4,345	3,411
<b>Net current assets</b>	4,753	4,065
<b>Creditors: amounts falling due after more than one year</b>	147	260
<b>Total net assets</b>	8,807	7,101
<b>Represented by:</b>		
<b>Funds and reserves</b>		
Capital funds		
Endowment fund	200	–
Income funds		
Restricted funds	1,137	494
Unrestricted funds		
Designated funds	5,113	4,209
General funds	2,357	2,398
	7,470	6,607
	8,807	7,101

### Incoming resources 2010: £17.4 m



### Resources expended 2010: £15.8 m



## Proposed registration and subscription fees commencing 1 January 2012 – UK

Category	Present registration (wef 1.1.11)	Proposed registration	Present subscription (wef 1.1.11)	Proposed subscription
<b>Fellows</b>	476	486	573	584
<b>Members</b>	173	176	413	421
<b>Specialist Associates</b>	(waiver)	(waiver)	413	421
<b>Foundation Affiliates</b>			248	253
<b>Affiliates</b>	173	176	329	336
<b>Trainee registration fee (including PMPT benefits; £40 extra for print copies of the journals)</b>			130	133
<b>Corresponding Associates</b>			162	165
<b>Mental Health Associates</b>			149	152
<b>Retired (all grades) but aged under 75 years</b>			139	142
<b>Over 40 years' membership, 75 years of age or over &amp; retired before 1976</b>			NIL	NIL

wef, with effect from; PMPT, Pre-Membership Psychiatric Trainee.

**Payment methods:** The rates shown above are for payment by one Direct Debit (in January). For payment in two instalments (January & June) add £10; for payment by cheque or debit/credit card add £25. Retired members and PMPTs may pay by any method without an administrative charge.

**Discounts:** Joint membership discount is £30 each (sharing one journal). Discount for Fellows, Members, Specialist Associates and Affiliates working less than a full week and whose earnings are expected to be less than £34,061 in the calendar year January–December 2012 may apply for a 50% discount on fees.

## Proposed registration and subscription fees commencing 1 January 2012 – overseas

Category	Present registration (wef 1.1.11)	Proposed registration	Present subscription (wef 1.1.11)	Proposed subscription
<b>Fellows</b>				
Band A	313	319	284	290
Band B	250	255	227	232
Band C	188	191	170	174
Band D	125	128	114	116
<b>Members</b>				
Band A	147	150	191	195
Band B	118	120	153	156
Band C	88	90	115	117
Band D	59	60	76	78
<b>Foundation Affiliates</b>				
Band A			130	133
Band B			104	106
Band C			78	80
Band D			52	53
<b>Pre-Membership Psychiatric Trainees</b>				
Band A			93	95
Band B			74	76
Band C			56	57
Band D			37	38
<b>International Associates</b>				
Band A			212	216
Band B			170	173
Band C			127	130
Band D			85	86
<b>Corresponding Associates</b>				
Band A			150	153
Band B			120	122
Band C			90	92
Band D			60	61
<b>Retired (all grades) but aged under 75 years</b>				
Band A			128	131
Band B			102	105
Band C			77	79
Band D			51	52
<b>Over 40 years' membership, 75 years of age or over &amp; retired before 1976</b>			NIL	NIL

wef, with effect from.

**Subscription bands:** Subscription and registration fees outside the UK are banded by country. Full lists of country bandings are available on the College website or on request from the Membership Data Office. Band A pay 100% of fees, Band B 80%, Band C 60% and Band D 40%.

The above amounts are rounded to the nearest pound.