

**Minutes of the 65th Annual General Meeting of the
Royal College of Speech and Language Therapists
held on 27 September 2017
in the Lomond Auditorium, Scottish Event Campus, Glasgow, G3 8YW**

Attendees:

In the Chair

Mrs Morag Dorward - Chair of the Board of Trustees

Board of Trustees:

Dr Della Money – Deputy Chair
Mrs Lorna Bailey – Honorary Treasurer
Mrs Mary Heritage - Chair of Professional Practice and Policy Committee
Dr Rebecca Palmer – Research and Development Trustee
Ms Helen Rae– Country Representative England
Mrs Anne Gamble – Country Representative Northern Ireland
Mrs Catherine Dunnet – Country Representative Scotland
Ms Nikki Richardson – Lay Member
Mrs Maggie Cooper – General Trustee

RCSLT staff who are members of RCSLT:

Kamini Gadhok MBE – Chief Executive Officer
Alison Stroud – Head of Wales Office
Kim Hartley Kean – Head of Scotland Office
Amit Kulkarni – Research and Development Manager
Lauren Longhurst – Research and Development Officer
Kathryn Moyse – Outcome Measures Project Officer

Other RCSLT Members present: 313 other RCSLT members with voting rights attended

Introduction

The Chair read the Notice convening the meeting:

1. NOTICE CONVENING THE MEETING

“Welcome to the 65th Annual General Meeting of the Royal College of Speech and Language Therapists. The calling notice for this meeting, together with the Agenda, the Trustees Report and Accounts, the Minutes of the last meeting and notes on the amendments to the Articles on which we will be voting were circulated to all Members of the College, either in hard copy or by notice in the Bulletin and on the RCSLT website. We also tweeted out the link to the papers to try and make them more accessible to members. Copies of the papers are available on your seats; in the interests of economy we would ask you to share one between two. When we come to vote, resolutions are passed by simple majority, except for the Special Resolution on the changes to the Articles, which requires 75% of members present and eligible to vote to approve it.

Apologies for absence have been received from Professor Pam Enderby and Mrs Ann Whitehorn.

There being more than 20 members eligible to vote present, I declare the meeting quorate."

2. ACCEPTANCE OF MINUTES OF AGM (29 September 2016)

"Item 2 is the acceptance of the Minutes of the AGM held on 29 September 2016. These have been circulated and are taken as read. I would like to sign these Minutes as a correct record.

May I have a proposer?

Proposer: Mary Heritage

And a seconder?

Secunder: Anne Gamble

All those in favour? 85%

Against? 1%

Any Abstentions?" 14%

"Thank you, the minutes are duly signed"

3. PRESENTATION, CONSIDERATION AND ADOPTION OF TRUSTEES ANNUAL REPORT (2016 – 2017)

"Item 3 is the presentation, consideration and adoption of the Trustees Annual Report 2016/17. This has been available on the website since the beginning of September and was also sent in hard copy to those members who requested it."

Those of you who have read the 2016 -17 RCSLT impact report in September's bulletin will have seen what an action packed and busy year it has been.

I would like to highlight some of our achievements during the past financial year up to 31 March 2017, and also what is currently underway and planned for the future.

The trustees are always mindful of our charitable purposes stated in the Articles of Association.

We translate this into our mission and vision statements:

Better lives for people with communication and swallowing needs.

To be the professional body that promotes excellence and supports speech and language therapy.

To enable RCSLT to carry out these high level aims the Board of Trustees approved a three year strategic plan in 2015, looking ahead at what will affect SLT services and combined these with the work continuing from our previous strategic plan. The next Strategic Plan for the years 2018 – 2021 is currently under development.

Keeping our service users at the centre of everything we do, we continue to promote excellence and improvements within the speech and language therapy profession. We have several initiatives and developments focused on professional development under this broad strategic objective in the Strategic Plan.

Professional guidance:

- The year has seen further development of our online guidance to support members to meet the standards set by the HCPC and the needs of service users.
- New supervision guidance has just been published, which includes additional resources such as a set of FAQs and a downloadable summary for employers of SLTs.
- We are currently working on detailed guidance and resources to help members with:
 - Managing risk
 - Safeguarding
 - Delegation, training and working with assistants and the wider workforce

Clinical resources:

- Parallel to CQ live, we continue to develop our clinical resources webpages.
- For each of the 28 topics you can find information on: the role of SLTs, best practice guidance, relevant policy & legislation, evidence & research, links to guidance and resources
- The most recently added topics include public health and neonatal care.
- We are currently working on guidance on bilingualism, critical care and mental capacity & supported decision making
- The resources will develop alongside emerging evidence and professional practice

We are also continuing to involve members in research and evidence-based practice.

This is thanks to the activities of our previous trustee for research, Professor Vicky Joffe, and research manager, Dr Emma Pagnamenta, and latterly Dr Rebecca Palmer, Trustee for Research and Development, Amit Kulkarni, our new Research and Development Manager, and Lauren Longhurst, Research and Development Officer.

- We have an online research centre
- A growing journal collection – now 1,800 titles
- A monthly Twitter journal club – the Research Support Network (#ResNetSLT)
- An expanding network of research champions across nations and clinical specialisms – 198 as of July 2016
- Supporting members to use technology, with a study day on use of technology in practice; webinars; and social media
- And new leadership resources include an influencing toolkit, leadership webpages and creating a new category of professional adviser called 'leadership mentors'

Although we have achieved much, we know there is a continued need to strive for excellence and innovation as the profession continues to deal with the challenges of austerity, legislation changes and increased demand to work differently.

Under these headings, we are:

- Establishing a strategy for children's speech and language therapy services, by supporting the profession to adopt best practice and build consensus where evidence is weak.

- Developing new curriculum guidance for education and training of the profession. We held vibrant online conversations last November with members to gather ideas and views on the knowledge, skills needed for the future SLT workforce
- Through the RCSLT's work on outcome measures, we are continuing to provide a vehicle through which to influence the development of approaches to data collection; we are continuing the "proof of concept" development of the Information Governance resource pack to support pilot sites, improved functionality of the online outcome tool in response to member feedback, mention in NHS England 'AHPs into Action', and engagement with NHS digital re. SNOMED CT
- Pursuing Digital transformation: including developing the RCSLT clinical webpages as the 'go to' places for key evidence and research
- Have inaugurated the IJLCD/RCSLT student project prize to encourage students to develop skills and practice in publishing research

The RCSLT digital strategy (including the redevelopment of the RCSLT website) has inspired exciting opportunities for how we can use the digital arena to transform how we promote the role of speech and language therapy to the wider public, how we communicate with members and how we can support you to connect with each other.

Many thanks to all of you who have taken part in our engagement activities over the past year. Your contributions have been immense and we will use your input to inform revised RCSLT guidance, our influencing activities and the future direction of the RCSLT website.

The appointment of an Events and Member Engagement Officer last year continues to enhance member engagement and communication via the RCSLT Hub network.

The RCSLT continues to influence across the UK, representing the voice of people with communication and swallowing needs in parliaments and assemblies.

We have helped shape legislation which has made a direct difference to the lives of people with speech, language and communication needs.

At Westminster, we influenced the passage of the Children and Social Work Act, securing recognition from Government of the communication needs of looked after children and the need for them to be supported, and a commitment to cover these issues in the guidance to the Act. The work on this Bill also enabled us to develop strategic relationships with other stakeholders and has helped us develop our key messages on mental health.

Following the passage of mental capacity legislation in Northern Ireland, we are influencing the guidance to ensure that individuals with a communication difficulty are not placed at greater risk of being deemed to lack capacity simply because they do not have the appropriate means of support to communicate.

Following an Act of the Scottish parliament, we are influencing guidance giving people in Scotland the right to access AAC equipment on the NHS and providing funding to pilot voice banking at three NHS sites.

The RCSLT strives to embed the engagement of service users within our key projects. Here are some examples of our activities over the past year.

- 440 parents and carers engaged in an online workshop to support development of RCSLT's strategy for children's SLT services
- The My Journey, My Voice multimedia exhibition continues to inspire new audiences in NI

- We are developing a campaign on inclusive communication in partnership with service user organisations
- We are partners in a project considering a possible symbol akin to the wheelchair to indicate communication needs

We have been both reactive and proactive in responding to national policy and developments and supporting the needs of our users.

You can read more on our work and achievements in this year's impact report. This includes:

- Contributed to the Carter Review of acute services in England
- Proactive work including student funding; apprenticeships in England; shape of the workforce in NI; services for children and young people in Scotland, early years work in Wales
- Published a return-on-investment pilot study examining value of SLT in the early years, and research on the English SEND reforms
- Held two RCSLT / Scottish Government joint Communication Summits at the request of and involving Scotland's Deputy First Minister
- Successfully influenced the development of the Green Paper for work and health; providing case studies showcasing SLT in rehabilitation

We have informed and supported members to engage with policy developments:

- Our factsheets enable members to explain the value of SLT to wider audiences – new ones include dysphagia, looked after children, social, emotional and mental health, public health, mental capacity, head and neck cancer, Sustainability and Transformation Partnerships, autism, early years, safeguarding
- Our policy Twitter account shares up-to-minute policy news – now over 2,400 followers
- We are supporting and empowering members with a local influencing pack
- Leaders networks in Scotland – to facilitate knowledge transfer and positive engagement with national policy

We continue to work with our sister professional bodies in the US, Canada, Ireland, Australia and New Zealand to develop the reach and influence of the International Communication Project.

RCSLT led on briefings from ICP to the President of the Association of Logopedics and Phoniatrics ahead of meetings with the World Health Organisation on deafness and rehabilitation. We made submissions to the UN Committee for the Rights of Persons with Disabilities. We are collaboratively developing ICP's sustainable development goals narrative with international partners. And RCSLT is leading on engagement with WHO's regional office in Europe.

We led on European Swallowing Day with a record 190,000 social media interactions for our link to the European Space Agency and astronaut Tim Peake regarding swallowing in space.

On the Legislative front: We will respond to key legislative proposals – these are likely to include at Westminster the Courts Bill, and possibly mental health legislation; in Wales an Additional Learning Needs Bill; and in Scotland a bill on Safe Staffing.

We are contributing to Bercow: Ten Years On - a review of provision for children and young people with SLCN in England, due to publish in March 2018 – 10 years since the publication of the original Bercow Report.

This is a summary of events and webinars that we have held over the past year:

17 RCSLT events, 5 webinars, 7 hub events organised by members and 20 visits to SLT students with the RCSLT HEI roadshow.

And here are some examples of the events we have held from an evening with Nick Robinson to the Voice Box final in Westminster.

It is impossible to mention all the wonderful work of the staff and members of RCSLT; your dedication and commitment shines through.

Over the past year we have made huge gains in policy practice and although the challenges seem never-ending and volume of work for everyone increases, the RCSLT, and you its members, have risen to the challenge and responded in a way that promotes the profession, increasing awareness of the needs of people with speech, language and swallowing difficulties putting them at the forefront and ensuring that our professional body thrives and grows and is fit for the future.

Are there any questions?"

There were no questions.

"We now take the first resolution - To consider and adopt the Trustees Annual Report for 2016/2017

May I have a Proposer?

Proposer: Nikki Richardson

And a Seconder?

Seconder: Helen Rae

All those in favour? 96%

Against? 0%

Abstentions?" 4%

"I declare the resolution carried"

4. PRESENTATION, CONSIDERATION AND ADOPTION OF ANNUAL ACCOUNTS AND AUDITORS REPORT (2016 – 2017)

"Item 4 is the presentation, consideration and adoption of the Annual Accounts and auditors report. I will ask Lorna Bailey, our Honorary Treasurer to speak".

"Thank you Morag.

Good afternoon ladies and gentlemen. The next thing we have to do at the AGM is to consider and adopt the Annual Accounts.

I would now like to give you a brief presentation of the financial results for the year ended 31 March 2017.

The full financial statements have been on the website since the beginning of September and are also in your papers. A transcript of this presentation will be available on the RCSLT website after this AGM.

There will be an opportunity for you to ask questions at the end of my presentation.

As Trustees of the organisation the Board is responsible for ensuring that the charity is solvent, well run and able to deliver its charitable outcomes. The overall aim of the RCSLT's financial strategy is to maintain long-term financial viability in order to achieve the objectives in the strategic plan.

In order to measure performance against this overall objective the Board approved seven financial objectives which are shown on the slide. All of the objectives have been met this year with the exception of Objective 5.

Objective Number 5 is: "To generate an annual surplus of between 2% - 4% of turnover before any major capital investment." In the Annual Accounts, we reported a net deficit of £75k after project expenditure, equivalent to a deficit of 2% of turnover.

Over the medium to long term it is important that the RCSLT generates a positive annual surplus of income over expenditure in order to maintain the real value of its reserves and to put monies aside for larger projects. However in the short-term the Board of Trustees may decide to approve a draw down on these reserves to finance larger projects and this was the case in 2016/17 with spend on a number of large projects including the Outcome Measures tool, Children's Services strategy, curriculum guidelines and the Digital Strategy project.

This slide shows the consolidated statement of financial activities for the financial year ending 31 March 2017.

Income totalled £4.2m – £0.1m more than last year with growth in membership subscriptions partially offset by reduced grant income.

Expenditure increased from £3.8m to £4.3m with increased spend on projects and admin costs, partially offset by savings associated with moving the IJCLD on-line.

This resulted in net outgoing resources of £0.1m, compared to net incoming resources of £0.3m last year.

The Gain on Investments was £0.2m reflecting strong stock market performance.

The next line refers to the revaluation of property. Our London offices at White Hart Yard were revalued in 2016. The value had increased by £2.7m since the previous valuation in 2013. There has been no further revaluation in 2016/17.

Overall funds have increased by £0.1m.

RCSLT is very dependent on income generated through membership fees, which accounts for 79% of total income.

A further 14% of income comes from commercial trading, which includes the sale of advertising space and royalties earned on subscriptions to the International Journal.

RCSLT also generates smaller amounts of income from other sources such as events and conferences, hire of RCSLT rooms, income from grants, legacies and investment income.

Our expenditure falls within 4 main headings in line with our charitable objects:

49% of our expenditure - roughly £2.0m - goes towards 'Supporting High Quality Services to members to promote best outcomes for service users'.

£1.7m – 39% of our expenditure goes towards 'Influencing Policy and Information in Support of End Users'.

Expenditure related to commercial trading is £0.5m, 11% of total expenditure – this is predominantly the cost of producing Bulletin and Members copies of the International Journal

And finally £29k, less than 1% of total expenditure, was spent on Investment Management costs.

I would now like to show you the consolidated balance sheet for RCSLT and CSLT Trading.

First of all we have fixed assets of £5.0m. This includes the building at White Hart Yard, IT equipment and office furniture.

Next we have £3.1m of investments managed by external fund managers.

We have Debtors of £0.3m – this is money that we are owed, mainly related to our commercial activities.

Cash and Deposits have increased by £0.2m since last year end.

With respect to the 2016/17 Accounts, our auditors, Haysmacintyre have concluded that:

- RCSLT is in sound financial health
- the financial statements give a true and fair view of the state of RCSLT's finances as at 31 March 2017
- our accounting policies are sound

AND

- we have robust and prudent financial management systems

They have given us an unmodified audit report.

I'd like to take this opportunity to remind you of the many ways in which the RCSLT supports members.

This slide shows the diversity of support that is available to members throughout their careers.

In order to promote best practice within the profession and to enable RCSLT members to deliver high-quality care, we have:

- professional practice guidance
- clinical webpages
- a range of guidance, e.g. on the implementation of the SEND reforms in England
- position papers on specific clinical areas

There is a continued drive to improve the profession and promote evidence-based practice and the evaluation of interventions, through publications, networks and access to academic journals. We also intend to build on our ground-breaking proof of concept pilot to develop an online outcome measure tool.

RCSLT works with members to represent the profession at the highest levels, consulting with governments, other professional bodies, unions, charity partners and commissioning authorities on behalf of its members.

As with all healthcare professionals, it is essential to have adequate insurance cover in case you find yourself facing legal action. Eligible members are covered by Professional Indemnity Insurance and HCPC Fitness to Practice Legal Defence costs insurance.

Each year the Trustees review how much they plan to spend on projects to support members and service users either directly or indirectly. We are planning to spend £870k from reserves on projects.

The table here highlights the bigger planned projects. A full table is in the published accounts if you wish to see more of the detail.

We plan to spend £31K on a project to co-produce a UK-wide strategy for speech and language therapy services for children and young people.

£55k is planned to be spent on continuing to develop and support the RCSLT Hubs.

£69k is planned to be spent on supporting members with the ongoing development of the outcome measures tool.

£73k is planned to be spent on the project to support the training and development of student and new qualified speech and language therapists.

£131k is planned to be spent on Research and Development.

£312k is budgeted for the digital development of RCSLT over the next two years. This includes the redevelopment of the RCSLT website and replacing the membership database with a new customer relationship management system (CRM). This will enable members to better access RCSLT's resources, share innovation between members and collaborate. There will be an improved CPD diary and members will be able to book events, update personal information and renew membership on-line. Ultimately it will allow RCSLT to know and respond to you, the members, better.

We also expect to spend a further £433k on software development as part of the digital project which will be capitalised.

Membership fees are the single largest long-term source of income we have, accounting for 79% of total income in 2016/17.

Looking forward, RCSLT aims to maintain the ongoing level of services offered to members, but at the same time is experiencing increased costs.

It is essential that RCSLT retains a robust financial position and continues to meet its financial objectives and KPIs.

The Board of Trustees has therefore approved an average increase in membership fees of 3.2% for the year 2018/19. For Practising Members, this equates to just an additional £8 per year. Final --- will be published in Bulletin in January 2018.

In summary, RCSLT is in sound financial health, meaning that we can continue working together to provide a voice for the profession and improve lives of our service users

Are there any questions?"

There were no questions

"And lastly, I would like to take this opportunity to thank the members of the Finance and Resources Committee together with the Finance team of RCSLT for their help and support over the past year.

I would like to record my thanks and appreciation to Karen, our Head of Finance and Membership, Brian, our Company Secretary and also to Kamini and Morag.

Thank you for listening."

[Chair]

"Thank you Lorna.

We now take the second resolution - to consider and adopt the annual accounts and auditors report for 2016/2017.

Do we have a Proposer?"

Proposer: Helen Rae

"And a Secunder?"

Secunder: Catherine Dunnet

"All those in favour?" 94%

"Against?" 2%

"Abstentions?" 4%

"I declare the resolution carried"

5. APPOINTMENT OF AUDITORS AND FIXING OF REMUNERATION FOR 2017 – 2018

"Item 5 is to take the third resolution - to appoint Haysmacintyre as our auditors for 2017/18 and for the Board to fix their remuneration.

Do we have a Proposer?"

Proposer: Mary Heritage

"And a Secunder?"

Secunder: Vicky Joffe

"All those in favour?" 89%

"Against?" 1%

"Abstentions?" 10%

"I declare the resolution carried"

6. SPECIAL RESOLUTION

"We now come to Item 6, the Special Resolution, which proposes some changes to the Articles of Association. As required by the current Strategic Plan, we have reviewed our membership categories, both in terms of organisational fitness and the member offer.

There is a briefing note attached to the agenda in your papers. This, together with the full text of the amendments to the Articles, has been on the RCSLT website since the beginning of September.

In summary:

The Full Member category has been amended to comprise: Certified, Newly Qualified, Overseas Qualified, Non-Practising, Returners to Practice, Retired and Student members.

The old Associate member category has been replaced by a Restricted Member category, which comprises Assistants (who were previously named Associates) and International Affiliates (which consolidates the previous various international categories).

This simplified category structure alters the voting rights of:

Students, who can now vote on anything (but not at this AGM, as the Resolution has not yet been passed) and International members, who may only vote on issues that affect them.

In addition, the requirement to give three months' notice of resignation from the RCSLT has been reduced to one month.

There are also just a few very minor, non-material, amendments of a clarification or typographical nature.

I would like to stress that there are no changes that affect Certified Members, who make up 75% of our membership.

Are there any questions?"

No questions were asked.

"In that case, I would like to proceed to voting on these amendments. A 75% majority of those present and eligible to vote is required to pass this Special Resolution.

The wording of the Special Resolution is: "To amend Articles 4, 5, 6 and 7 of the Articles of Association to reflect revised membership categories and voting rights as set out in the accompanying briefing note; to amend Article 15 to require members to give one month notice of termination of membership instead of three months; and to make other non-material minor amendments pursuant to the above".

Do we have a Proposer?"

Proposer: Anne Gamble

"And a Secunder?"

Secunder: Nikki Richardson

"All those in favour?" 91%

"Against?" 4%

"Abstentions?" 5%

"I declare the resolution carried"

7. RATIFICATION OF APPOINTMENTS TO BOARD OF TRUSTEES 2017 / 2018

"We now come to Item 7, the report of appointments to the Board for 2017/18.

Anne Gamble, Trustee for Northern Ireland, is retiring at this AGM. Catherine Dunnet (Trustee for Scotland), Professor Pam Enderby (General Trustee) and Mary Heritage (General Trustee and Chair of the PPPC) have all come to the end of their first terms of office. Catherine Dunnet and Mary Heritage have indicated their willingness to continue for a second term of office and formally applied for the positions.

The posts being vacated at this AGM, or which were already vacant during the year, have been advertised during the year. Due to the very small number of applications, elections were not necessary and therefore we report, in accordance with Article 40, that Helen Rae was appointed unopposed as Country Representative for England in February, Catherine Dunnet and Mary Heritage have been re-appointed unopposed as General Trustees from this AGM and Christine Dowle has been appointed as Country Representative for Wales, also from this AGM.

In addition, Nikki Richardson continues to serve co-opted as lay member to AGM 2018, under Article 36(7).

The composition of the Board for the period 2017/18 is therefore as shown on the screen:"

Chair – Mrs Morag Dorward

Deputy Chair – Dr Della Money

Hon Treasurer – Mrs Lorna Bailey

Trustee for Research and Development – Dr Rebecca Palmer

Country Representative for England – Ms Helen Rae

Country Representative for Scotland – Mrs Catherine Dunnet
Country Representative for Northern Ireland – vacant
Country Representative for Wales – Mrs Christine Dowle
General Trustee and Chair of the Professional Practice and Policy Committee – Mrs Mary Heritage
General Trustee – Mrs Maggie Cooper
General Trustee – Mrs Ann Whitehorn
General Trustee - post vacant
Lay member (co-opted - voting) – Ms Nikki Richardson

“The following posts remain vacant:

Country Representative for Northern Ireland
One General Trustee post”

8. VOTE OF THANKS

“Moving on to Item 8, I would like to give a vote of thanks to Mrs Anne Gamble, outgoing Trustee for Northern Ireland, and to Professor Pam Enderby, outgoing General Trustee. Anne and Pam have given much time and made an enormous contribution to both the Board and the RCSLT generally. Anne, we wish you well in your retirement and hope that we will continue to see you from time to time. And to Pam, who unfortunately cannot be here today, we also thank you for your great contribution you have made.”

9. ANY OTHER BUSINESS

“Is there any other business by leave? I would like to ask if there are any questions.”

Jane Kerr, retired member, asked the following question.

“I note from the 2016 /17 Impact Report that the number of retired members has grown steadily over the past five years and currently stands at 462. This category of membership, therefore, provides an income of between £27,258 and £33,148.50 taking account of the direct debit discount.

There can be no doubt that all of the membership in this category has demonstrated significant long-term commitment to the Royal College, I now seek clarification of the Royal College’s current and future commitment to them.

The present request to retired members to renew membership and confirmation of renewal are inappropriate for this category sighting the benefits as those of a practicing member.

I understand that, during 2016/17, the organisation has been reviewing the membership offer in each category. In the past there has been significant support for the Retirement Network but as this has been removed, what will be the membership offer to retired members in the future?”

The Chair responded as follows.

“Thank you for providing this question in advance of the AGM. We would like to provide you with a full response.

I refer you to the letter and response in July 17 Bulletin from Barbara Hull and response from Lorna Bailey.

The current and future commitment is to continue to provide the list of professional offers which are set out in this slide. Many retired members remain interested in following professional issues through these means.

Currently two retired members are Trustees with a third one just stepping down now.

The Retirement network clearly has an important social network. It is appropriate that this is self-funded in line with other similar RCSLT networks that do not currently sit within the governance structure of RCSLT, e.g.

- CENs - self-manage but those who use room hire at RCSLT HQ pay for it
- Assistants/NQPs – The RCSLT does not pay for their meetings/travel/etc.
- Students - pay to attend the annual study day

In addition, Joyce Cook, Shirley Davis and Sue Swan received a life time achievement award in 2014 at the honours ceremony in recognition of the significant work they have done for the profession over many years.

So in short and sincerely, we continue to value and support retired members in professional matters and value hugely the support that they provide to the professional body and its members.

I hope that this is a response in keeping with what you would like to hear from us.

Are there any other questions?"

There were no further questions.

10. CLOSE OF MEETING

"In that case, I declare the meeting closed".

13:33 Closed

Mog T. Aust.

Appendix:

RCSLT Staff in attendance:

Brian Gopsill – Director of Performance and Contracts / Company Secretary
Derek Munn – Director of Policy and Partnerships
Dominique Lowenthal – Head of Professional Development
Karen Willis – Head of Finance and Membership
Kaleigh Maietta – Events and Member Engagement Officer
Gemma Lotha – Programme Manager
Jane Pasquali – Professional Guidance Manager
Josephine Olley – PR Manager
Amelia Dale – Publications Officer
Mark Singleton – Learning Officer
Dilnaz Gorwala – Admin Assistant

