



## **Institute of Health Promotion and Education**

### **Minutes of the 50<sup>th</sup> Annual General Meeting held on 9<sup>th</sup> October 2013 at the Directory of Social Change in London**

#### **Apologies**

Apologies were received from Derek Attwood, Pat Davies, Mark Forshaw, Ronnie Galea, Mary George, Eric Harrison, Tony Hawkes, Michael Hayter, Jeff Manion, Siobhain O’Riordan, Rosalind Russell, DBM Shamtally, Davendra Sharma, Angela Williams.

#### **1. Welcome by the President**

The President, Dr John Lloyd, welcomed everyone to the meeting at the Directory of Social Change, 24 Stephenson Way, London. The President noted thanks to Helen Draper and Kathy Lewis for their seamless support. The President also noted that it was indeed the 50<sup>th</sup> AGM following on from the 50<sup>th</sup> year anniversary celebrations and Parliamentary Reception held last year.

#### **2. Minutes of the 49<sup>th</sup> Annual General Meeting**

It was noted that the years listed under item 9 were incorrect and will be corrected for the true record. The headings under item 9 should read –

Officers of the Institute for 2012/13

The Council for 2012/13

Members of the Council for 2012/13

Minutes to be amended. Ian Evans proposed the minutes were a true and accurate record. Mrs Andrea de Barton Watson seconded. The minutes of the AGM for 2012 were agreed and accepted.

#### **3. Matters arising**

The President reported that one of the Institute’s Honorary Vice Presidents, Dr Charles D Spielberg, had died during the year. Dr Spielberg’s obituary had been referenced in earlier communications including LinkedIn.

#### **4. To receive and consider a report of the Council of the Institute for 2012**

A copy of the 2012-2013 annual report was received at the AGM for consideration. No questions were raised.

John Lloyd reported that he took over the role of President as Professor Angela Scriven who was the President Elect was unable to take on the role for personal reasons and Dr Mark Forshaw who was the President Elect ‘in waiting’ had just changed his job and couldn’t take on the extra responsibility. John offered to take on the role and make education the focus of his two year tenure, a really important issue given changes to the NHS, the establishment of Public Health England, concerns about childhood obesity and revision of the National Curriculum for schools in England.

The President paid tribute to Kathy Lewis our Hon Sec, Helen Draper our Administrator and members of the Council for making the transition as seamless as possible and for their good



advice. He reported that this year has been one of renewal and refreshment as we saw Tony Hawkes our Treasurer leave the Council, passing on the role to newly appointed Sylvia Cheater. We also welcomed Michael Craig Watson, Charlotte Jeavons, Angel Chater and Siobhain O’Riordan who, with former Council Member Prof Stephen Palmer’s support, acts as Editor of our International Journal of Health Promotion and Education published by Routledge. The Journal is attracting an international audience as well as significant numbers of submissions for publications from a very wide range of authors. In the pipeline are special editions on HIV in the Autumn and in twelve months’ time a special edition on Health Education with Guest Editor Professor Colleen McCaughlan University of Sussex.

Our IHPE LinkedIn group ably managed by Kathy Lewis has gone from strength to strength and earlier this year celebrated its 1000<sup>th</sup> member with numbers nearly double that now. The Institute is delighted that Professor Sylvia Tilford has taken on the role of newsletter editor and the latest newsletter was circulated to members in September.

As reported last year Council has continued to support the Institution’s move to Company status and to become a Charity. The former has taken place with changes to our legal status and constitution whilst our move to charitable status is currently on-going. Kathy Lewis as Honorary Secretary has led on this and the President paid tribute to her hard work and diligence in making this happen on behalf of the Institute.

The President reported that twelve loyal IHPE members and council members represented the Institute at a Royal Garden Party at Buckingham Palace in early June to further celebrate our 50<sup>th</sup> Anniversary. We enjoyed afternoon tea on the lawns as well as seeing Her Majesty the Queen and Prince Phillip progress through the guests chatting to those selected by the Gentlemen at Arms. It was lovely day and both a pleasure and privilege to be there and represent the Institute of Health Promotion and Education.

A letter from Mrs Angela Williams, one of the Institute’s original members, had been received by Helen Draper, thanking her for “behind the scenes” work.

The President reminded all that the Institute only exists because of the hard work of those that have gone before and those that currently sit on the Council, all of whom are unpaid volunteers who give their time freely to support its aims and ambitions, and our membership.

5. **To receive and consider a Financial Report and the audited statement of Accounts of the Institute for 2012**

The audited statement of Accounts of the Institute for 2012 was received.

Sylvia Cheater had taken over the role of Treasurer from Tony Hawkes earlier this year. She reported that the Institute had received £15,000 in publication fees, inclusive of royalties and one-off goodwill payment of £7K due in 2012, all of which related to the handing over of the publishing of the International Journal to Routledge. Sylvia listed the main income streams as being individual membership and corporate membership (we have to give a fee back to Routledge for Corporate members’ journals). CPD, course recognition and Centres of Excellence applications have generated a small amount of income. When we printed the journal ourselves we also received annual subscriptions from subscribers of the journal



which now go to Routledge. We receive a fee of £5,000 per annum back from Routledge which may be negotiable at a later date. Sylvia reported that the finance from Routledge had given the Institute a nice cushion of money which we now need to build on. The contract with Routledge is for 7 years; Sylvia recommended it may be possible to renegotiate after 3 years.

Sylvia was asked if we know the number of subscribers that Routledge has in respect of the International Journal. John Lloyd said he would contact Siobhain O’Riordan (Editor) and Stephen Palmer (Consulting Editor) to ask if this information is available.

6. **To receive and consider a report from the Editor of the International Journal of Health Promotion and Education**

Unfortunately, the Editor of the IJHPE was not able to attend the AGM. The report was conveyed as per the Annual Report.

7. **To receive a report on the company limited by guarantee and charity registrations**

The Honorary Secretary reminded members that last year an application was put together to register the Institute as a company limited by guarantee. This was submitted, with the aid of Solicitors, in April and the Council has subsequently agreed to apply for charity registration. Charity registration will allow the Institute to increase opportunities for funding as people are more likely to give donations. The sole purpose of the company limited by guarantee is to protect assets i.e. the International Journal and those serving on the Council. The Institute is currently running in conjunction with being a constitution based organisation and a new company until such time the assets and members are transferred over. Should there be any queries over the application raised by the Charity Commission in respect of our application, we will respond with the help of our Solicitors, but generally the Charity Commission are quite helpful and welcome registrations.

Michael Watson asked when it was likely we would hear from the Charity Commission. Kathy reported that the Charity Commission aim to respond within 30 days once the application is received. There might be further points which need answering which they should respond to within 15 days. Kathy reported that it can generally take up to 6 months. She was currently waiting on various forms and information to be received from Council members to complete the application.

Kathy reiterated that both organisations would run in parallel at first – the constitution led organisation and the limited company. Members can be members of both until one is dissolved when the limited company is set up and the transfer of assets undertaken.

8. **Appointment of Independent Examiner of Accounts (Resolution 1)**

Thirteen members present at the meeting voted in favour of reappointing Milner Boardman Ltd, Chartered Accountants, as the independent Examiners of the Accounts. One member abstained. Eight proxy votes in favour of this resolution were received. Three proxy votes appointed the Chairman to vote. The President voted in favour on their behalf. No votes against were received. A total of twenty four votes were in favour. Motion carried.



9. **Appointment of Honorary Life Fellowships (Resolution 2)**

Fourteen members present at the meeting voted in favour of awarding Tony Hawkes, Stephen Palmer and Ron Rossington, Honorary Life Fellowship as recognition of their outstanding contribution to the Institute and the furtherance of health promotion and education. Eight proxy votes in favour of this resolution were received. Three proxy votes appointed the Chairman to vote. The President voted in favour on their behalf. No votes against were received. A total of twenty five votes were in favour. Motion carried.

10. **Election of Officers, Council Members and Honorary Vice Presidents**

The election for council members was uncontested.

**Officers of the Institute for 2013/2014**

President	J Lloyd, B.Ed, M.Ed, PhD, Cert Ed, FRSPH, MIHPE
President Elect	M Forshaw, BSc(Hons), PhD, CPsychol, CSci, FBPsS, FIHPE
Honorary Secretary	K Lewis, BCAPSc, R Nutr, MBA, MSc, MCIM, FRSA, MIHPE
Honorary Treasurer	S Cheater, MSc, Cert.Mgmt (HSC) (Open), MIHPE
Honorary Editor of the Journal	S O’Riordan, CPsychol, CSci, FRSA, MIHPE
Honorary Newsletter Editor	S Tilford, BSc (Hons), MA, PGCE, PGDip HE, MIHPE

**Members of the Council for 2013/14**

D Attwood, BDS, MPH, PhD, FIHPE  
A Coufopoulos, PgDip, PhD, BA(Hons), MIHPE  
R Cross, PhD, RN, BSc(Hons), MSc, PGCHE, MBPsS, FHEA, FRSPH, MIHPE  
C Hart, BA (Hons), PGCE, Med, MPhil, PhD, MIHPE  
C Jeavons, MPH, BSc, CiLT, RDN, HEA, MFPH, MIHPE  
M Watson, PhD, MPH, MA(Ed), PGCE, BSc(Hons), MIHPE

**New Honorary Vice Presidents**

Following our successful parliamentary reception we invited two of our speakers to become Honorary Vice Presidents and Professor Mike Kelly of the National Institute for Health and Clinical Excellence (NICE) has accepted. We are awaiting confirmation that Mike Rayner, Director of the British Heart Foundation based at the University of Oxford will also accept.

**Honorary Vice Presidents for 2013/14**

A C Butterworth, CBE, MSc, PhD, RMN, RGN, RNT, DN, FRCN, FRS, FMA  
C Chowdhury, PhD, MPH, FFDRCS, BDS, DND, FRSPH, MIHPE  
M Kelly, PhD, FFPH  
S J Palmer, PhD, CPsychol, CSci, CBiol, MIBiol, FRSPH, FRIPH, FISMA, FRSA, Hon FIHPE  
B Qureshi, FRCGP, MRCPCH, MFFP(RCOG), AFOM(RCP), Hon MAPHA, Hon FRSPH



### 11. **The Pittu Laungani Award**

The Pittu Laungani Best Paper award for 2012/13 was awarded to Megan Watson and Flora Douglas for their paper entitled “It's making us look disgusting...and it makes me feel like a mink...it makes me feel depressed: using photovoice to help ‘see’ and understand the perspectives of disadvantaged young people about the neighbourhood determinants of their mental well-being” published in the International Journal of Health Promotion and Education, volume 50, issue 6, 2012.

The President presented the award certificate to Megan Watson. Routledge had agreed to sponsor the award to a value of £100.

Three papers were highly commended:-

- i) The health promoting prison: can it improve oral health? An evaluation of an oral health improvement project for high security prisoners. Tahira Akbar, Steve Turner, Markus Themessl-Huber, Derek Richards & Ruth Freeman. July 2012 Issue 4 p169–177.
- ii) Strategic and ethical issues in antismoking message development: how US public health campaigners conceptualise efficacy and ethicality. I-Huei Cheng & Seow Ting Lee. September 2012 Issue 5, p238-250.
- iii) White blood cell: a teaching method. Larissa Schneider, Daniele Oliveira, Atahualpa Strapasson, Bruna Ferreira, Cynthia Molina, Cheila Stopiglia, Gustavo Fischer & Maria Lúcia Scroferneker. November 2012, Issue 6, p311-317.

Routledge will give free on-line access to all four publications.

### 12. **Any other business**

- The President thanked Sylvia Tilford for taking on the role of Honorary Newsletter Editor. He also thanked Ian Evans who had stepped down from Council this year.
- Sylvia Tilford requested that the number of newsletters and the time lines for publication should be decided at the next Council meeting. Sylvia thanked the committee who considered the journal publications in order to decide on this year's Best Paper award.
- Michael Watson asked for the number of members to be documented and stated that there was a need to increase membership.
- Caroline Hart enquired if the Institute would be making statements in response to new Government policies. The President replied that the Institute has in the past responded through LinkedIn, The Times and via the President's letter in the journal. Caroline asked how we maximise the voice of the Institute. Kathy Lewis replied that we do respond to consultations and briefing papers when resources were able. The Institute has also set up six special interest groups with subgroups on LinkedIn which would be used for developing responses to consultations. This does need developing; however, it is reliant on time given voluntarily by Council members.
- The President reported that the Institute is a member of the Sex Education Forum and we contribute to a wider field through them.
- It was suggested that the Institute needed to appear more international and appointing Vice Presidents from overseas would support this position.



13. **Date of next meeting**

Details of the next AGM will be announced in the International Journal and on the Institute website. It was anticipated the meeting will be held in September/October 2014. The meeting closed at 12.15 pm.



INSTITUTE OF  
HEALTH PROMOTION  
AND EDUCATION