



## HONORARY SECRETARY'S REPORT FOR THE YEAR ENDING 31<sup>ST</sup> AUGUST 2014

### 1. New Committee structure and roles

Following the work of the Task & Finish Groups, reported on at the last AGM, we decided to take forward this work by restructuring the committee and our ways of working. Every member of the committee now has a specific role, as outlined below.

#### The Committee, 2014

Simon Capewell	President; ECR champion
Martin White	Past President; external relations lead
Michaela Benzeval	Honorary Secretary; committee and constitution lead
Mark Gilthorpe	Honorary Treasurer; finance and membership lead
Janis Baird	Training co-ordinator
Noriko Cable	One day meeting co-ordinator
Karen Rees	Mentor scheme co-ordinator
Sheena Ramsay	External relations; SSM representative FPHM ARC
Shelina Visram	Membership secretary
Kate Tilling	ASM abstract moderator
Mark Kelson (co-opted)	Communications Officer; SSM representative UK Health Forum
Emily Murray (co-opted)	Social Media co-ordinator
Ellen Flint (co-opted)	ASM liaison officer
Kathryn Oliver (ECR representative)	ECR Chair
Dorina Cadar (ECR representative)	ECR Chair elect
David Batty (co-opted )	SSM-IEA EEF link representative
Alastair Leyland (co-opted )	SSM-EUPHA link representative
Ben Cairns (co-opted )	Chair ASM 2014 local organising committee
Cecily Kelleher (co-opted )	Chair ASM 2015 local organising committee

In relation to the recommendations of the Task& Finish Groups committee members have begun to take different activities forward.

- External relations: our main focus has been on developing relations with other societies. To this end SSM committee members are now representatives on other professional bodies committees, and they will report on these under item 9.
- ASM and other meetings: we agreed to make incremental changes to the ASM structure, for example, this year we have debates after plenary lectures. We will evaluate changes carefully after each conference to seek members' feedback. We are currently in discussions with other professional organisations about joint events to be held next year. We will report on this once we have firmed up plans.
- Capacity building: our main focus has been to develop a mentoring pilot scheme; this will be launched later this year and evaluated by the ECR Section, who will report back in due course.

I would like to thank all of the committee members who have taken on their new roles with enthusiasm and commitment, which has made my role as Honorary Secretary much easier!

In addition, we have formed an executive group within the committee; this includes the President; President (elect/past); Honorary Treasurer and Secretary and Communications Officer. The Chair of the ECR sub committee and ASM local organising committee are also invited to join the meeting as appropriate. The executive group holds a teleconference meeting between the main committee meetings, and makes *ad hoc* decisions by email or phone in between as required.

Since May we have contracted with HG3 to provide administrative support to the committee, which was previously provided by on an *ad hoc* basis; this new arrangement is already making a difference to the efficiency with which the committee is run, for which I would like to thank HG3.

At the end of this year Noriko Cable and Karen Rees will step down as ordinary members of the committee, Martin White will leave the committee as past president, as too will Ben Cairns as Chair of the local organising committee and Kathryn Oliver as Chair of the ECR committee. On behalf of the committee I would like to thank them all for the valuable contributions they have made to the Society over the last few years.

## **2. Constitution changes required**

To support the above ways of working, we would like to make a number of constitutional changes:

- a) To increase the number of ordinary committee members to nine (from six) at the next call for nominations in 2015;
- b) To make the role of Communications Officer an elected executive office with a term of five years;
- c) To create a constitutional basis for co-opted roles on the committee: in general, co-opted members would have same term as ordinary members (3 years) unless a specific role requires different terms (e.g. Chair of the ASM local organising committee is on main committee for 2 years); the number of co-opted members should never exceed the number of elected members.

## **3. Subcommittees**

### **a) Early Career Researchers Section**

Current 2014 members are:

Kathryn Oliver	Chair
Dorina Cadar	Chair Elect, Communications Officer
Steven Bell	Events Organiser
Hayley Denison	Newsletter Editor
Rebecca Lacey	Social Media Officer
Snehal Pinto Pereira	Email and Jobs List Officer

As you will hear under item 8, the ECR Section is active in developing this part of the Society and we would like to thank them all for their efforts. They will be holding elections among the ECR members for new committee members after the ASM.

### **b) Communications**

Members: Mark Kelson (Chair), Martin White, Michael Heasman (webmaster), Karen Rees, Noriko Cable, Emily Murray, Shelina Visram, Elizabeth Breeze, Dorina Cadar, Hayley Denison, Catherine Hefferman together with the Newsletter Editors: Rebecca Johnson, Richard Shaw, Sheena McHugh and Jo Thompson-Coon.

The subcommittee have been very productive this year launching our new logo, strapline, website and newsletter; as well as improving our social media presence. Mark Kelson will discuss this further under item 7, but we would like to take this opportunity to thank Mark and the rest of the team for all of their excellent efforts. If you have any views or suggestions about the new look SSM, website or newsletter please do let us know.

## **Report on Annual Scientific Meetings**

### **Annual Scientific Meeting 2013**

The 57th Annual Scientific Meeting was held in Brighton, the first time SSM has been to this particular venue. There were 96 papers in oral parallel sessions, 80 posters, 4 workshops, and a pre-conference workshop on chronic disease modelling. Many thanks go to Anjum Memon and the local organising committee.

### **Annual Scientific Meeting 2014**

The 58<sup>th</sup> ASM is being held at Keble College in Oxford, 10<sup>th</sup>-12<sup>th</sup> September 2014. 279 abstracts were received and each abstract was independently scored by four peer-reviewers. We would like to thank all of the 40 reviewers for reviewing abstracts with such care, and Kate Tilling for moderating the results. This year we introduced an explicit scoring system for abstracts, which had a mixed reception! We will be reviewing this process to improve the approach for the next ASM.

There are 96 papers in oral parallel sessions, 80 posters, 6 workshops, and a pre-conference workshop for early careers researchers. Abstracts for both oral presentations and posters are being published in a Supplement of the *Journal of Epidemiology and Community Health*. This will be available online after the conference with print copies provided to those attending the meeting. This year's Cochrane lecture is being given by Gerard Hastings and the Pemberton Lecture by Diana Kuh; each lecture will be followed by a panel discussion and they promise to be really stimulating events. The highest scoring abstracts by: a pre-PhD ECR: CS Sinnott; post PhD ECR: CH Stewart and non-ECR CA McGarrigle will be presented in the Friday plenary session. There will also be prizes this year for the best posters, so do go along to the poster session to view them. We would like to congratulate and thank everyone presenting a paper or a poster this year for being selected and look forward to hearing and seeing their research.

Ben Cairns and his local organising committee, together with HG3, our conference organisers, have done a great job at what looks promising to be a very stimulating event. We would like to thank them for all of their hard work.

### **Future ASMs**

In 2015 the ASM will be in Dublin on 2<sup>nd</sup> to 4<sup>th</sup> September and plans for it are well developed thanks to Cecily Kelleher, the Chair of the local organising committee

In 2016, the 60th ASM will be held in York; we are pleased to welcome Steven Oliver to the Committee in his role as Chair of that organising committee.

*Michaela Benzeval 11<sup>th</sup> September 2014*