



## Secretary Report 2015/16

Since the AGM 2015, the Secretary has been involved in the following activities:

- Liaising with Group Executive officers in coordinating PHCSG activities
- Liaising with BCS HQ staff in arranging PHCSG Committee meetings
- Liaising with Executive, Committee and BCS HQ staff in coordinating calls and publishing awards that include John Perry Prize; Early Career/Student Award; nominations; notice of AGM, preparation and circulation of supporting documentation. Liaising with conference sponsors, PHCSG Executive and BCS HQ staff
- Liaising with the Group Executive and membership in administering the election of Officers and new Council members
- Attendance and minute taking at Committee meetings
- Invited speaker at EHI;
- Ian Herbert and myself spoke to the Computer Conservation Society branch of BCS in November 2015 on the history of Primary Care computing, supported by Mary Hawking.
- Ongoing support, research and development of Accessible Information Standard ISB 1605
- Appointed subject matter expert - Commissioning Panel for the Department of Health Policy Research Programme
- Active participation at conferences and workshops including BCS Development of HI Professionalism held during 2015/2016,

The Secretary would like to take this opportunity to thank Chair Dr John Robinson, Executive, Committee, Members and BCS HQ staff for their support, which has been much appreciated during her 14-year executive office term.

In particular, I should like to express my thanks to Grizelda Moules for her continued support with AGM and Annual Conference.

*Beverley Ellis*

**Beverley Ellis, MA PhD FHEA MBCS CITP  
Secretary PHCSG**

**10th October 2016**