

**PCMG 2021**

**Annual General Meeting 5<sup>th</sup> Feb. 2021**

**Full Report**

*Adaptation and Resilience*



# AGM Full Report

1. Minutes of meeting held 06 February 2020
2. Chair's report
  1. 2020 Performance Highlights and 2021 Strategy
  2. Membership
3. PCMG Committee
4. Treasurers Report
5. Member Voting
  - 5.1 Re-election of Director
  - 5.2 Election of new Director
  - 5.3 Re-election of Committee Members
  - 5.4 Election of new Committee Members
  - 5.4 Treasurer's Report
  - 5.5 AGM report
6. Any Other Business
7. Close of AGM

# PCMG Mission

*PCMG is the industry's only organisation dedicated to serving the clinical outsourcing community.*

*Led by members for members, we develop and share best practice for the procurement and management of outsourced R&D services.*

# 1. 2020 AGM - Actions

- Approval of 2020 report.
- Plans severely impacted by Covid-19 Pandemic
- Committee and Conference Steering Committee rapidly adapted, initially postponing then replacing Conference with virtual event
- Membership renewal down to 71% of 2020 revenue

# 2. Remarks from the Chair

2020 started as previous years for PCMG, with steady implementation of plans to provide the unique benefits available to PCMG members. Then the Covid-19 pandemic suddenly challenged us all at work and at home, locally and globally, steadily extending the duration of it's impact.

I am proud to reflect how the generous spirit across our members and colleagues in supplier organisations shone through at the PCMG LIVE event in June. Although nothing can fully match the value of the direct interaction of our Annual Conference, it proved how precious the bonds between us are and the vital role that PCMG continues to play in bringing us together to share experience and knowledge in a common goal, improving performance of clinical trials.

Our often-berated industry, together with scientists and care-givers have created hope for global society by shattering conventional timelines to develop vaccines and treatments. This has implications beyond Covid-19 for us all, improving delivery without compromising integrity.

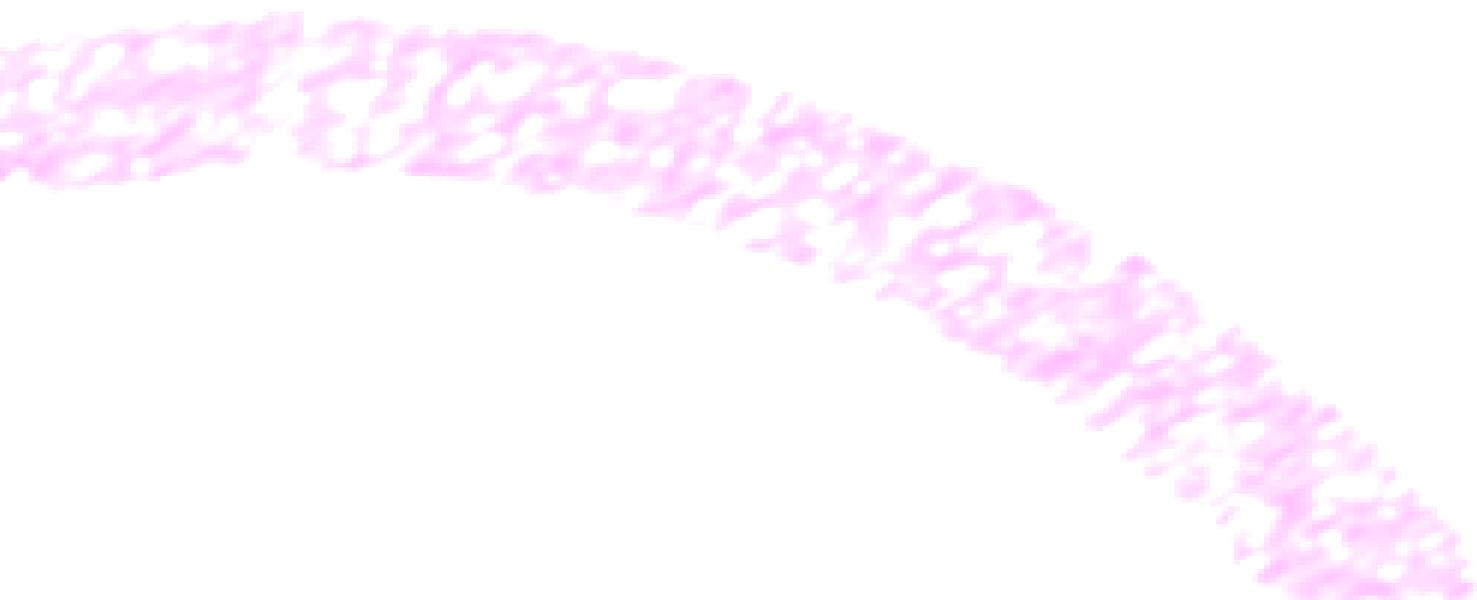
I see the adversities faced in 2020 positively driving PCMG capabilities to expand it's role and reach. Despite all the pressures on the Committee, Conference Steering Committee and everyone connected with PCMG, we have managed to adapt our connectivity to reach further and more flexibly.

Postponement then cancellation of 2020's annual conference, lost delegate fees and sponsorship, and affected membership registration. One of the responsibilities of PCMG management is to ensure financial continuity. Since flooding threatened the Budapest conference in 2013, we steadily built a contingency reserve that enables PCMG to weather the current storm. Measures are also in place to enable formal membership to bounce back. With Basic and Advanced Training, Workshops, Special Interest Groups, breakfast discussion forums, independent outsourcing consultants registry, we are better placed than ever to expand our reach and influence as the centre of excellence in clinical development outsourcing. Having been honoured to be PCMG Chair for 8 years, I am confident our membership will see even greater value through our activities in 2021 and beyond.

Finally, please don't just join – actively participate and contribute to get the most of your membership for yourself and your organisation to this truly unique association of committed professionals and friends.



Richard Scaife  
PCMG Chair & Director



## 2. 2020 Performance Highlights & 2021 Objectives

# **ADAPTATION & RESILIENCE - MAINTAINING & GROWING MEMBERSHIP BENEFITS**

05 Feb 2021

# 2020 Events Overview

MONTH	ACTIVITY
Jan	Webinar: Performance-based contracts
Feb	F2F Workshop: Clinical Trials & AROs
April	Webinars: DM success, Performance Metrics
May	Setup of PCMG LIVE
Jun	PCMG LIVE online conference
Oct	First online Outsourcing Essentials Training
Oct	PCMG Online Workshop – Decentralised trials
Nov	PCMG-ID Freelance Registry launched
Dec	PCMG Breakfast Buffet forum launched

**A strong start and committed adaptation to Covid-19 challenges in 2020**

# Adapting & continuing the OS Training Course

The course leaders converted the two-day intensive F2F Essentials and Advanced Courses into modules suitable for online training. As well as maintaining continuity during the Pandemic restrictions it opens up potential for long-distance remote training.



# PCMG 'LIVE'



- The pandemic caused the Annual conference to be postponed then cancelled.
- In a few short weeks the PCMG team created and ran “*the best online outsourcing event of 2020*”
- The objective to retain the PCMG outsourcing communities connectivity was achieved
- The experience and new skills were vital to other PCMG online events for 2020 and 2021

# Special Interest Groups Maintained and Grown



- **New Quality Management & Outsourcing group**
  - Laura Lulli (GSK)
- **Legal and Contract Management Group (PLeDGe)**
  - Lan Bandara (Eisai) & Olena Goloborodko (BMS)
- **ARO Management** Interest group
  - Jean Edwards & Pia Sauer Larsen (Novo)

# New: PCMG-ID Freelance Registry

- Biotech Companies frequently contract consultants rather than FTEs
- Outsourcing specialists rely on word-of-mouth and connections to link with opportunities
- PCMG offering is added-value service for members with no commission or fee.
- Initiated at end of 2020 – USA potential?



# New: PCMG Breakfast Buffet

- Regular opportunity for PCMG Members to join an informal morning discussion
- Uses PCMG experience from LIVE for ZOOM interaction
- Combines current topic analysis and Q&A between PCMG members online



05 Feb 2021

# **PCMG Membership Benefits Maintained and Expanded**

- PCMG CONNECT in June
- Annual Conference
- Workshops
- Q&A Forum
- Breakfast forum
- Discounted Basic & Advanced online Training Courses
- Freelance Registry
- Special Project Groups
- Advertising Outsourcing Vacancies
- Outsourcing Templates
- Event access delegation to colleagues

# PCMG 2021 Strategy: Expanding Membership Using Online Offering

- Promote online events initiated in 2020
- Increase (paid) participation by expanding Corporate Membership to Associate Corporate Membership
- Extend online offering to US and Asia
- Expand online sponsorship options

# PCMG LIVE becomes PCMG CONNECT

- Wearables – best fit
- Coping with Covid and Brexit – a Central Lab Success Story
- Beyond borders - International review group breakouts
- The future of Patient Centricity
- PCMG Rising Stars Award

# **PCMG Annual Conference 2021**

## **Mallorca Sept 14-17**

# **Adapt-Improve-Implement**

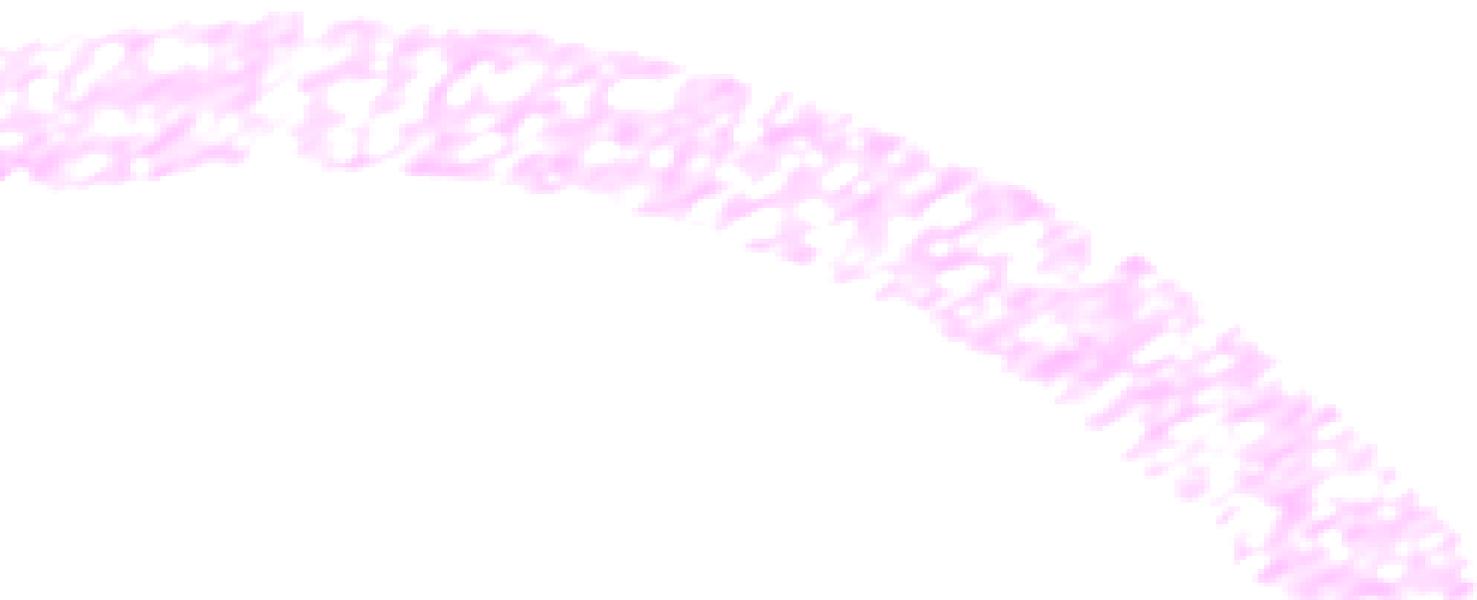
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# **PCMG Membership Benefits Maintained and Expanded**

- Annual Conference
- Workshops
- Q&A Forum
- Online Conference
- Discounted Training Courses
- Special Project Group access
- Advertising Outsourcing Vacancies
- Outsourcing Templates
- Event access delegation to colleagues
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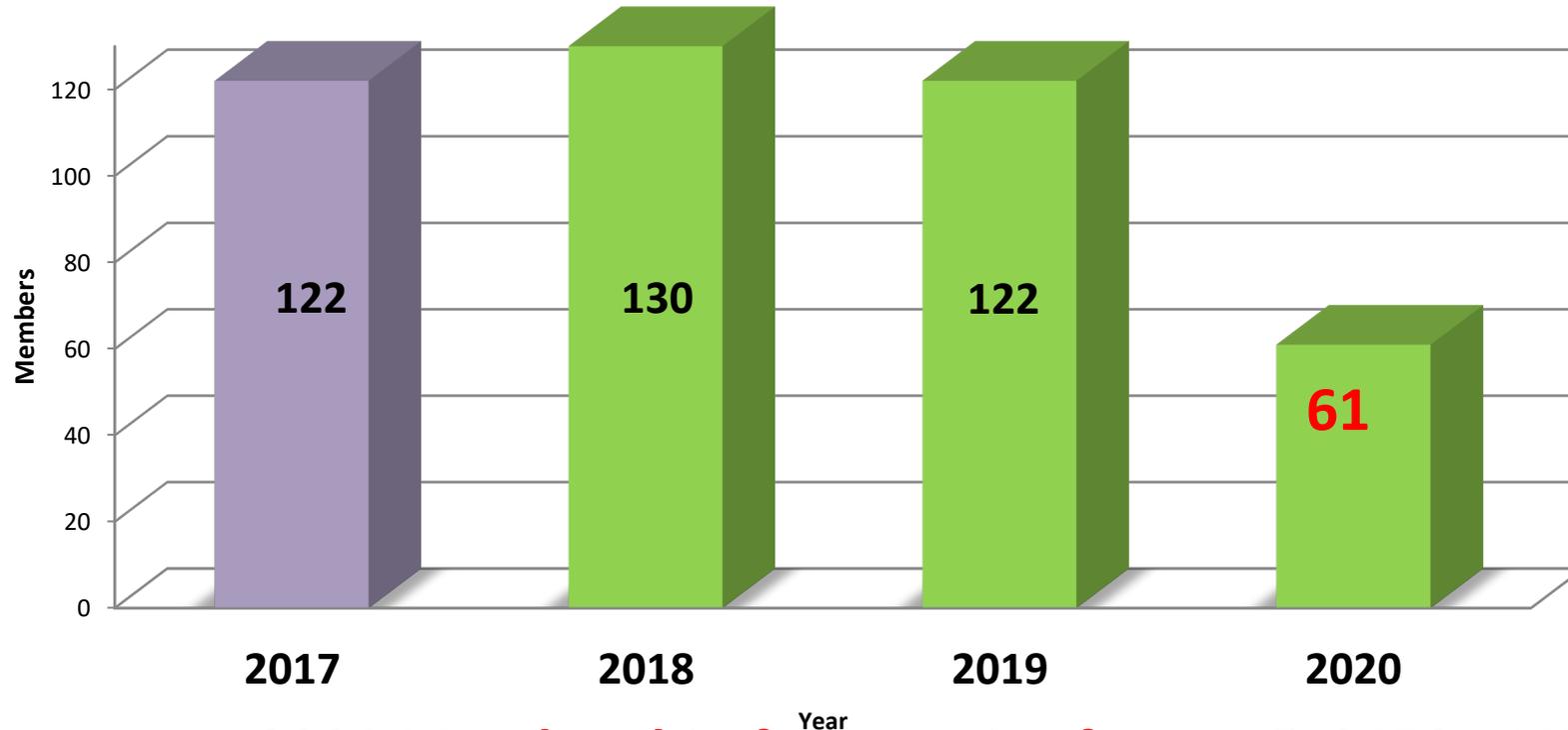
### 3. Membership

# MEMBERSHIP DOWNTURN DUE TO PANDEMIC

05 Feb 2021

# 3. PCMG Membership

Drop in Membership due to Conference postponement/cancellation + pandemic uncertainties.



Pharma/Biotech companies total

Corporate Members  
2020 50% total  
2019 55% total  
2018 61% total

**2021 Membership fee remains frozen @ £450 + VAT (individual)**

# Corporate Membership - Associate

- 2021 key objective to recover and expand membership from 2020 pandemic-driven reduction
- Directors and Committee concluded that extending the successful Corporate Membership (4+4) offered the opportunity for flexibility to commit later to Annual Conference and likely to attract new members.



## 4: PCMG Committee

**A BODY OF EXPERT OUTSOURCING VOLUNTEERS LEADING  
PCMG STRATEGY AND ACTIVITIES ON BEHALF OF MEMBERS**

# PCMG Committee 2020

Richard Scaife (Dir.), **Chair**

Lan Bandara

David Davies (Dir.), **Treasurer**

Gill Slater, (Dir.) **Vice-Chair**

Rikke Winther

Sandra Johnson (Conf. Chair)

Pia Sauer Larsen **Secretary**

Laura Lulli

Olena Goloborodko

Jean Edwards\*

Roger Joby\*

**Marco Salami (Stepped down Dec. 2020)**

**Antje Hindahl (Stepped Down Jan 2021)**

Steve Martindill (Dir.) PCMG member ex-Committee

***Honorary Member\* (Lifetime Achievement Award): Pauline van Heiningen***

- **9 full members + 3 honorary members**
- **Notable support on Conference Steering Committee from Rob Aitcheson, Tanja Hoffman, Alison Slade and Tara Garavan + CRO members**

**Thanks to ALL the Committee volunteers!**

# PCMG Committee 2021

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Lan Bandara

David Davies (D), **Treasurer**

Gill Slater, **Vice-Chair (D)**

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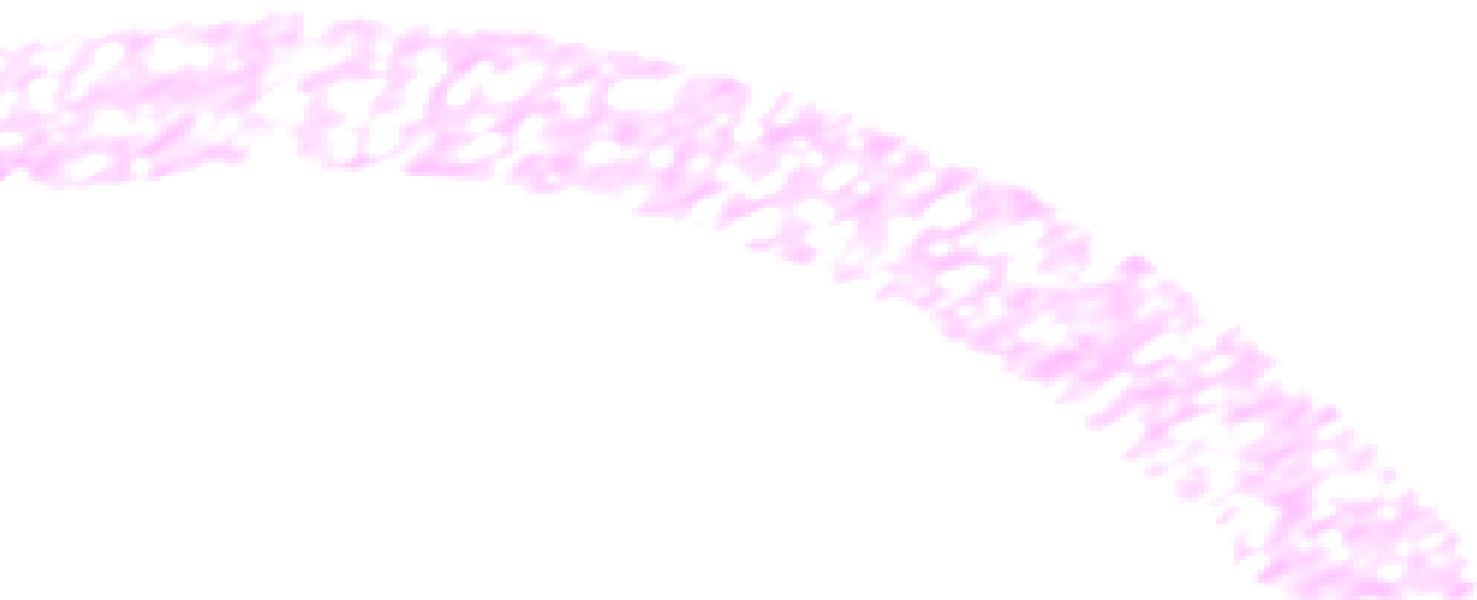
Pauline van Heiningen\*

Steve Martindill (Dir.) PCMG member ex-Committee

2021 New recruits to the Committee

**Tara Garvavan, Rob Aitcheson and Varun Grover** (from April)

Maintaining Conference Steering Committee support remains vital for F2F and **online** events



## **5: Treasurers Report 2021**

**DRAFT, UNAUDITED ACCOUNTS 01 JAN 2020 TO 31 DEC  
2020**

05 Feb 2021

# 2020 Net Assets (balance sheet - big picture)

• Current assets	£ 192,153	(£307,739)	- 38%
• Current liabilities	£ 53,544	(£79,136)	- 32%
• Net assets	£ 138,609	(£228,603)	- 39%

Figures in brackets are for the 2019 financial year

# 2020 Income & Expenditure (Operating Summary)

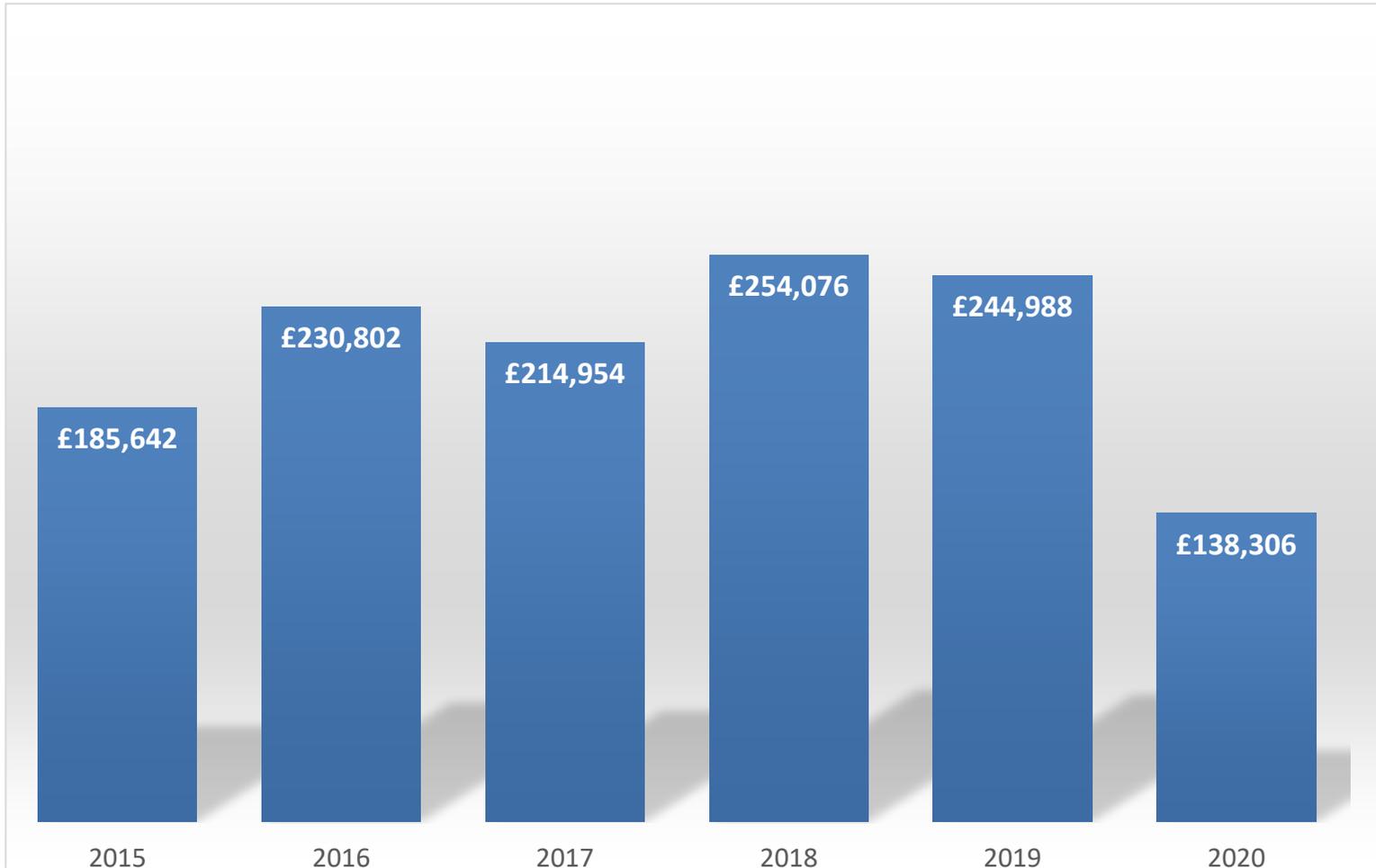
- Total Income £ 37,666 (£235,010)  
- 84%
- Total Expenditure £ 127,659 (£233,535)  
- 45%
- Net Surplus/Deficit -£89,994 (£ 1,475)

Figures in brackets are for the financial year 2019

# 6-year surplus/loss result



# 6 year closing bank balance



# Treasurer's Summary

- Covid-19 restrictions have seriously undermined the 2020 accounts
- Massive drop in income due mainly to Annual Conference cancellation (loss of non-member delegate fee and sponsorship)
- Substantial decrease in costs, especially for events
- Unavoidable expenses for administration incurred despite best efforts
- Overall loss of £89,994
- Expenditure vs. income will continue to be closely monitored in 2021



## 6. PCMG Membership Approval

# VOTING FOR/AGAINST MOTIONS PROPOSED BY THE COMMITTEE

05 Feb 2021

# Voting Rules

- Director votes do not count towards 10% quorum.
- Only PCMG members can vote. Delegated attendees cannot vote.
- Proxy votes by non-attending members have been collected.

# Voting: Directors

Proposal 1. Re-election of Director(s)

**Gill Slater**

For	28
Against	1
Abstain	0

**Motion Approved**

# Voting: Directors

Proposal 2. Election of new Director(s)

**Pia Sauer Larsen**

For	26
Against	1
Abstain	0

**Motion Approved**

# Voting: Committee

Proposal 3. Re-election of existing Committee Members

**Pia Sauer Larsen**

**Sandra Johnson**

**Olena Goloborodko**

**Laura Lulli**

For 26

Against 0

Abstain 0

**Motion Approved**

# Voting: Finance

Proposal 4. To adopt the Treasurer's report for 2020 based on the draft, unaudited accounts to 31 Dec 2020

For	26
Against	0
Abstain	0

**Motion Approved**

# Voting: AGM

Proposal 5. to approve the Chairmans', Directors and Officers 2020 report to be presented at AGM Feb 5th 2021

For	26
Against	0
Abstain	0

**Motion Approved**

# AOB

- No other business items recorded in AGM

# AGM Meeting Closed @ 16.30hrs GMT

05 Feb 2021