

**Institute of Physics and Engineering in Medicine**  
**Members Advisory and Prioritisation Council Meeting**  
**held on 6 October 2025 Online**

**Summary Minutes**

<b>Present</b>		
Mr Mark Knight	MK	President
Dr Anna Barnes	AB	Past President
Mr Matthew Dunn	MD	Member Trustee
Robin McDade	RMcD	Director EPSC
Dr Fiammetta Fedele	FF	Director STEC
Dr Claire Hardiman	CH	VP Medical Physics
Dr Ben Metcalfe	BM	VP Academic
Prof Andrew Reilly	AR	VP for Scotland
Prof Paul White	PW	Member Trustee
Dr Siu M Lee	SML	Member Trustee
Liz Adams	LA	Member Trustee
Gill Collinson	GC	CEO
Katherine Bunting	KB	Director of Education and Professional Development
Paul James	PJ	Director of Communities
Dr Jemimah Eve	JE	Director of Policy and Impact
<b>Apologies</b>		
John Boulter	JB	SIG Chair Rep
Dr Claire-Louise Chapple	CLC	VP International

- GC and AB introduced the formation and purpose of MAPC outlining its evolution from previous volunteering structures. The council will ensure alignment with strategic objectives and improve communication to IPEM members.
- Draft Terms of Reference were reviewed with minor amendments recommended
- RMcD proposed a scoring and decision matrix to be published to enhance transparency, addressing perceptions of exclusivity. The Council agreed.
- The Council discussed maintaining two-way communication with SIG's and committees, recognising the need for representation and balancing this with their workload. A SIG Rep on a rotational basis of 12 months was agreed.
- The Council discussed the status and management of Task & Finish Groups, including implementing requirements for regular updates and agree on criteria for closing groups that show no progress. Future Task & Finish Group requests need to be aligned to strategic priorities for approval.
- The Council discussed the identification and refinement of IPEM's strategic priorities and the need for representation beyond the NHS. It was recommended to revisit previous member engagement events for outputs, suggesting the inclusion of Academic, Industry, Sustainability and Professional Registration for Engineers.