

## **Scottish Association For Community Child Health Constitution**

1. **Title:** The Scottish Association for Community Child Health.
2. **Aims:** To promote the aims of the British Association for Community Child Health.
3. **Nature:** The Association functions as a sub group of the British Association for Community Child Health by whose constitution it is bound.
4. **Membership:** membership of the Scottish Association of Community Child Health is as for the British Association for Community Child Health. The Scottish Association for Community Child Health will consist of members of the British Association for Community Child Health resident in Scotland and members of the British Association for Community Child Health resident outwith Scotland who request to join. Such requests should be made to a member of the Scottish Committee or by indicating on the application form when joining.
5. **Officers**
  - a) The officers of the Association, elected from the membership of the Association, shall be a chairperson, secretary and treasurer: they with six other members shall form the Executive Committee of the Association.
  - b) The Chair shall be elected by members of the Association at an Annual General Meeting.
  - c) Office bearers shall be appointed by the Executive Committee and brought to the Membership at the Annual General meeting for approval.
  - d) To enable adequate succession planning, a Vice-Chair should also be appointed from the Executive Committee to allow a member to serve a term of Vice-Chair and thereafter as Chair.
  - e) In the event of interest from several members of the Association to serve on the Executive Committee, there shall be a ballot of members at the Annual General meeting.
  - f) Officers shall be appointed for a four-year period after which they will be ineligible for election to that office for the next two years.
  - g) Other committee members will serve for not more than four years after which they will be ineligible for re-election for the next two years unless appointed to an office.
  - h) One place on the Executive Committee shall be reserved for a General Practitioner representative and one shall be reserved for a Staff Grade / Specialty Doctor. The committee members holding these reserved posts may serve concurrently as an officer.
  - i) In the case of either the Staff Grade / Specialty Doctor representative or the GP representative changing status they shall remain on the Committee, but the next vacancy occurring shall be

for the election of the necessary representative unless another doctor eligible is already on the Committee. The same considerations will apply at the end of their term of office or in the case of their resignation.

- j) The Executive Committee shall have the power to co-opt. Co-opted members will not normally attend the committee meeting following an Annual General Meeting, to allow the committee to reconsider the nominees needed for the year.
- k) One Executive Committee member shall also be a representative from the Association to the British Association for Community Child Health Council.

6. **Subscriptions:** Subscriptions will be to the British Association for Community Child Health as detailed in its Constitution. A proportion, as agreed by the Executive Committee of the British Association for Community Child Health, of the annual subscriptions of all members resident in Scotland shall be transferred to the funds of the Scottish Association.

7. **Meetings:**

- a) The Committee shall meet at least three times a year.
- b) There shall be at least one scientific meeting each year. A scientific meeting will be held in association with the Annual General Meeting.
- c) There will be an Annual General Meeting for which not less than 28 days notice shall be given.
- d) The quorum for decisions at general meetings shall be 20 members of the Association.
- e) An Extraordinary General Meeting may be arranged if the Committee decides or if 10 members apply in writing to the convenor. Not less than 28 days notice shall be given to all members of the meeting.
- f) At all meetings of the Association, and of the Committee, each member shall have one vote except for the chairperson who will not normally vote. In the case of equality of votes the chairperson shall have a casting vote. Honorary members shall not have a vote.

8. **Annual Prize:**

- a) There will be a prize called “**the Scottish Association for Community Child Health Prize**”. It will be awarded annually to a non-Consultant Career Grade Doctor for a paper describing original research, audit or a clinical case based in Community Child Health. The prize will only be awarded if a paper judged to be of sufficient quality is submitted.
- b) There will be a separate prize called “**the Patricia Jackson Prize for Doctors in Training**” which will be awarded annually to the best presentation from a student or trainee doctor describing a research study, audit or clinical case based in Community Child Health.

- c) The Association will maintain a separate prize fund. The use of this fund and the awarding of the prizes will be as detailed above.
9. **Accounts:** Accounts of the financial affairs of the Association shall be maintained by the treasurer. The accounts shall be duly audited by an auditor appointed by the Association and shall be presented at each Annual General Meeting.
10. **Amendments to the Constitution:** Amendments to the constitution may be made only by a postal ballot of all members or at an Annual General Meeting provided that the proposed amendments have been circulated in writing to all members at least 28 days before the meeting. They shall take effect only on approval of at least two thirds of those present and eligible to vote, or at least two thirds of replies received to a postal ballot.
11. **Winding up of the Association:** In the event of the winding up of the Association, any outstanding funds shall be transferred to allied professional associations or charities at the discretion of the Committee.

**Revised: March 2011**

## **Scottish Association for Community Child Health**

### Constitution

One committee place shall be reserved for a General Practitioner representative and one shall be reserved for a CMO or junior staff grade doctor. The committee members holding these posts can serve concurrently as an officer.

In the case of either the CMO representative or the GP representative changing status they shall remain on the committee, but the next vacancy occurring shall be for the election of the necessary representative unless another doctor eligible is already on the committee. The same consideration will apply at the end of their term of office or in the case of their resignation.

(increase by one the size of the committee as from Nov 1992 AGM)

Co-opted members will not normally attend the committee meeting following an Annual General Meeting, to allow the Committee to reconsider the co-options needed for the next year.

### **Annual Prize.**

There will be prize called '**The Scottish Association for Community Child Health Prize**'. It will be awarded annually for a paper describing an original clinical study in the field of Community Child Health. The prize will only be awarded if a paper judged to be of sufficient quality is submitted.

The Association will maintain a separate prize fund. The use of this fund and the awarding of the prize will be as detailed in the prize rules.