

The Association of Coloproctology of Great Britain & Ireland

Constitution changes to be proposed at the 2016 AGM on Monday, 4 July scheduled 11:30 – 12:35

Amendment applicable to all sections of the Constitution: Chairman to be replaced with Chair

Membership: from January 2017 an online subscription to *Colorectal Disease* journal will be included in the membership dues for members in the Overseas Member and Staff Grade categories,

3. Membership

c) An OVERSEAS MEMBER shall be a duly registered medical practitioner, residing and practising outside of the UK and Ireland, who has a demonstrable interest in Coloproctology and who shall have full voting rights. An Overseas Member will receive an online subscription to *Colorectal Disease* journal as part of his/her membership dues.

e) A STAFF GRADE MEMBER shall be a duly registered medical practitioner in a staff grade appointment and who has a special interest in Coloproctology. A Staff Grade Member shall not have voting rights. A Staff Grade Member will receive an online subscription to *Colorectal Disease* journal as part of his/her membership dues.

1. Journal Committee

27.2 Membership of the Journal Committee shall consist of **the President as Chair**, the Honorary Secretary, the Honorary Treasurer of The Association, the Chair of the Editorial Board, and Editor

2. Change of name of NAHPG to ACPN

3. Addition of an ASGBI representative to the Executive and Council

13.11 Executive Committee of Council

a) The Executive Committee will be the body responsible for the day to day running of the Association. In addition it will be responsible for collating issues relating to Coloproctology in general that should be discussed by the Council of ACPGIBI and the Annual General meeting

b) The President, Vice President, Honorary Secretary, Assistant Secretary, Honorary Treasurer, Assistant Treasurer, Chair of the Education and Training Committee, Chair of the Multidisciplinary Clinical Committee, Chair of the Research and Audit Committee and

Chair of the External Affairs Committee and a representative from the Association of Surgeons of Great Britain and Ireland on the Council of the Royal College of Surgeons of England shall form the Executive Committee to resolve urgent and all matters to be discussed at the next Council Meeting. The Executive will normally meet some time before a Council meeting. The Immediate Past-President may be invited to attend meetings when appropriate. Four members of the Executive Committee will form a quorum.

4. Inclusion of EGS and IBD subcommittees in the MCC

24.2 Membership of the Multidisciplinary Clinical Committee shall consist of a Chair, the non-surgical representatives on Council representing oncology, histopathology and radiology, a representative of the ACPN and a representative nominated by the Dukes' Club who shall be in a training grade or within two years of having been appointed to a consultant post, the Chair of the Colonoscopy subgroup, the Chair or representatives of the Inflammatory Bowel Disease Sub-Committee and the Emergency General Surgery Sub-Committee, a representative of the Pelvic Floor Society and five other elected members.

5. Trustees

15.1 The number of Trustees shall be at least ten and will include the President, Honorary Secretary and Honorary Treasurer as Executive members.

15.2 At least 5 members of the board shall be previous members of Council. To avoid conflict of interest non-executive membership of the Board of Trustees would debar that member from sitting concurrently on the Council of the ACPGBI or on any of its committees. In the event that a non-executive member of the Board of Trustees wished to sit on the ACPGBI Council or one of its committees, a period of one year would have to elapse after demitting office from the Board of Trustees before that member could do so

15.3 Each Trustee shall serve for three years.

15.4 Trustees can be re-elected

15.5 The Trustees shall be responsible for the governance of the ACPGBI and shall act in accordance with the Memorandum and Articles of Association and Rules of the Society, ensuring that the charitable objectives of the ACPGBI are preserved.

15.6 The Trustees shall delegate the day to day running of ACPGBI business including all matters in connection with membership admissions to the Executive Committee on behalf of the Council.

15.7 The Trustees shall elect a Trustee to be Chair of the Board of Trustees.

15.8 The Chair of the Board of Trustees shall be elected by majority vote of the Trustees and shall hold office for a period of three years, irrespective of the period of service as a Trustee.

15.9 The Chair of the Board of Trustees shall attend Council meetings solely for the purposes of reporting matters arising from meetings of the Board.

15.10 The Chair of the Board of Trustees shall prepare a report for the Annual General Meeting.

15.11 The Trustees shall form a working sub-group with responsibility for ongoing risk assessment for the Society and shall report to and advise the Executive regarding outcomes.

15.12 Trustees shall confer at least twice a year including one meeting at the Annual Scientific Meeting.

6. 2 year Presidency

It is proposed term of the President be increased from one year to two years.

12 Officers of the Association

- 12.1 Officers of The Association shall consist of
- President (two years)
 - Vice President (two years)
 - Honorary Treasurer (three years)
 - Honorary Assistant Treasurer (two years – see 12.3)
 - Honorary Secretary (two years)
 - Honorary Assistant Secretary (two years – see 12.4)
 - Chair of Education and Training Committee (three years)
 - Chair of Multidisciplinary Clinical Committee (three years)
 - Chair of Research and Audit Committee (three years)
 - Chair of External Affairs Committee (three years)
 - Chair of the Independent Health Committee (three years)
 - Chair of the Pelvic Floor Society (two years)

all of whom shall be elected or ratified by Council and confirmed at the Annual General Meeting. The initial term of office is indicated in brackets and for all officers other than the President, the Vice-President, the Treasurer and Secretary this may be extended on a yearly basis up to a maximum of three years following a recommendation from the relevant Committee and Council and confirmed at the Annual General Meeting.

12.2 The President ,and Vice President shall be installed in Office at the end of the Annual General Meeting at which he/she is elected and shall hold office for two years demitting at the end of the Annual General Meeting. The Vice President will succeed the President.

The Secretary will seek nominations for the Vice President from all ordinary members, no later than 4 months before the Annual General meeting. The proposer should be on Council, but any ordinary member can be a seconder. All Ordinary Members will be eligible for election as Vice President but will normally have had experience of serving on Council. The Vice President will then be elected by those members on Council with voting rights. In the event of two candidates achieving equal votes, the final recommendation will be made by the current President, Vice President, Honorary Secretary and Honorary Treasurer. Two months from the end of the first year in office the Vice President will need to seek ratification that he/she still has the support of Council. In the case of lack of

support the Honorary Secretary will seek nominations for a replacement Vice President who will stand for office for a period of one year.

12.5 Single candidate for office

In the event of there being only one candidate for the post of Vice President, Assistant Treasurer or Assistant Secretary, the President, **current Vice President**, Honorary Secretary and Honorary Treasurer will confirm that the applicant has sufficient experience for this position and the appointment will be confirmed without a need for an election.

7. Governance

External Affairs Committee

26.2 Membership of the Committee shall consist of a Chair, two elected members, the elected Representative for International Affairs, AUGIS and BSG representatives as well as the Chairs of the Information Technology Group and the Independent Health Care Committee, one lay member, at least one member from a non-surgical discipline usually on Council, **the Chair of The Clinical Governance Board and** one nominated member of the ACPN. The AUGIS representative will be appointed on the recommendation of their Council, usually for three years. The Gastroenterology representative will be appointed on the recommendation of the Council of the British Society of Gastroenterology, usually for three years.

SR Brown
Honorary Secretary