

CONSTITUTION

1 The name of the Society shall be the British Society for Paediatric Dermatology.

2 Purpose and Intent

The objects of the British Society for Paediatric Dermatology (“the Society”) shall be to promote the provision of best quality care for children with skin problems and to support their families to access this. The society shall for the public benefit promote the knowledge and teaching of paediatric dermatology and in furtherance of the above object, but not otherwise:

- a) To stimulate and promote appropriate medical and scientific research and to publish the results of such research
- b) To contribute to the education of medical and scientific workers in paediatric dermatology. This will include an annual monetary award (‘The Training Fellowship’) All UK based trainees who have been members of the Society for at least 6 months and have attended at least one annual symposium, will be eligible to apply for the Training Fellowship, which is awarded annually on the recommendation of the Executive Committee.
- c) To arrange and provide for the holding of scientific meetings and symposia
- d) To raise funds and invite and receive contributions from any person or persons whatsoever by way of loan, subscription, donation and otherwise PROVIDED THAT the Society shall not undertake any permanent trading activities in raising funds for the said objects
- e) To do all such other lawful things as are necessary for the attainment of the said objects.

3 Management of the Society

- i. The principal office and seat of administration of the Society shall be located within the United Kingdom.
- ii. The affairs of the Society shall be managed by a Committee (“the Executive Committee”) elected by members of the Society in accordance with part (iv) below.
- iii. At the outset the Executive Committee shall consist of three officers namely a President, a Secretary and a Treasurer and nine other members to include a paediatrician two paediatric educationalists and a trainee representative. Additional members may be co-opted by the Executive Committee for the purpose of holding a meeting or such other purposes as the Executive Committee may deem fit. Co-opted members shall not exceed one third of the total elected Committee membership and shall not be entitled to vote or stand for President, Secretary or Treasurer.
- iv. The Executive Committee shall be elected individually by the membership of the Society by simple majority vote following a secret annual ballot of members.
- v. Nominations for membership of the Executive Committee may be made by the Executive Committee or by any two members and shall be submitted in writing together with

the written consent of the nominee to the Honorary Secretary. All nominees must have been members of the Society for at least one year and must have attended at least one Annual Symposium

- vi. Selection of the Honorary Secretary and Treasurer of the BSPD to be through simple majority vote by the Executive Committee following nomination by two members of the committee. If there is more than one nominee for Treasurer, selection will be through simple majority vote by the Executive Committee, with the President having a deciding vote in the case of 2 or more nominees receiving equal numbers of votes. If there is more than one nominee for Honorary Secretary, the selection will be through a secret ballot of all society members. The Honorary Secretary will progress to President of the BSPD after 2 years in post, unless they are unable or do not wish to become President. In this case, the President will be selected through nomination by two members of the Executive Committee. If there is more than one nominee, then the same election process applies as described above.
- vii. The President shall serve for a period of two years and shall not be eligible for re-election to the same office for a consecutive two year term.
- viii. The Secretary and Treasurer shall serve for a period of two years and shall be eligible for re-election for a consecutive two year term.
- ix. Subject to part (x) below all Executive Committee Members except the trainee representative shall serve for a period of three years and shall be eligible for re-election for one consecutive three year term. The second term of office for a re-elected member would normally be for one year but could be extended to a maximum of three years. The trainee representative shall normally serve for a period of two years but could be extended by a maximum of two years for those in a flexible training scheme.
- x. Executive Committee Members shall resign or retire in accordance with length of service detailed in (ix).
- xi. Notwithstanding the provisions of (x) above any member of the Executive Committee may retire at any time by giving notice to all members of the Committee and in this event a replacement Committee member may be temporarily appointed by the Committee provided that such member may not be permitted to continue beyond the next AGM unless his or her appointment is confirmed by the membership of the Society by simple majority secret vote.

4 Membership of the Society

- i. Ordinary membership of the Society shall be open to all consultant dermatologists and consultant paediatricians.
- ii. Membership shall be also open to any member of the medical profession interested in paediatric dermatology, upon application to, and approval by, the Executive Committee. Applications should include two endorsement signatures from members of the Society.
- iii. Applications for membership should be sent to the Secretary on the forms provided.
- iv. The Executive Committee shall have the right if, in their opinion, there is a good and sufficient reason to terminate the membership of an individual member provided that the

individual member shall have the right to be heard by the Committee before a decision is made.

- v. Honorary Membership may be bestowed upon individuals who the Membership deem to have contributed substantially to the field of paediatric dermatology. These would usually be retired Members.

5 Finances

i. All Members shall pay an annual subscription, the sum to be fixed and reviewed annually by the Committee and approved by majority vote by the general membership at the AGM. The annual subscription will be collected before the 1st July each year on behalf of the BSPD by the BAD membership office. Non-payment of subscription for two consecutive years will result in a termination of an individual's membership. Requests for mitigation of payment shall be judged by the Committee.

ii. The Treasurer shall submit a financial report at the AGM.

6 Scientific Meetings

- i. The Committee shall arrange an Annual Symposium and Annual General Meeting (AGM). The date of this meeting will be chosen by mutual agreement between the Committee and the local organiser(s) and notified to the membership at the AGM.
- ii. It is at the discretion of the local organising committee to arrange the finances with respect to the annual meeting.
- iii. Any profits should be shared with the BSPD. However, the BSPD will not be liable for any debts incurred from the organisation of the annual meeting. This is the sole responsibility of the local organising team.

ii. Other Meetings may be held at the discretion of the Committee.

iii. Meetings are open to all members and guests.

7 Business Meetings

i. An AGM, which shall be open to all members, will take place each year at the Annual Symposium.

- ii. The agenda of the AGM shall include:
 - (a) President's report
 - (b) Secretary's report
 - (c) Treasurer's report
 - (d) Assessment of subscriptions
 - (e) Admission of new members
 - (f) Election of new Committee Members
 - (g) Any other business

8 Relationship to the British Association of Dermatologists (BAD)

- i. The Society will be affiliated to the BAD.
- ii. The Secretary of the BAD will be entitled to attend the Committee Meetings ex-officio.
- iii. The President or representative of the Committee will be nominated to attend the Advisory Section of the BAD Executive Committee Meetings.

9 Change of Constitution

Changes to the constitution can be made by a two-thirds majority of members present at the AGM. Any proposed changes will be e-mailed to all BSPD members at least three weeks before the AGM. Postal (or e-mail) replies are valid and should be received by the Honorary Secretary at least one week before the AGM. If no reply is received and the member is not present at the AGM the vote will be counted as a yes vote, ie in agreement with the proposed changes PROVIDED THAT no alteration shall be made to the Constitution which would have the effect of causing the Society to cease to be a charity at law.

10 Dissolution of the Society

If at any AGM a resolution for the dissolution of the Society shall be passed by a majority of the members present and such resolution shall at a special general meeting held not less than one month thereafter (at which the quorum shall be not less than one half of the then registered members) be confirmed by a resolution passed by a majority of two-thirds of the members voting thereon, the Committee shall there upon or at such a future date as shall be specified in such resolution proceed to realise the property of the Society and after discharge of all liabilities shall give or transfer the sums remaining to some other charitable institution or institutions with objects similar to the objects of the Society, provided that the approval of the Charity Commissioners for England and Wales has been obtained to such disposal.

Last Amended, May 2018