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## BRITISH ASSOCIATION OF PERINATAL MEDICINE

Charity No: 285357

[www.bapm.org](http://www.bapm.org)

[bapm@rcpch.ac.uk](mailto:bapm@rcpch.ac.uk)

# Constitution

## 1. Name

The Association shall be named the British Association of Perinatal Medicine.

## 2. Aim

The aim of the Association shall be to improve the standard of perinatal care in the British Isles.

## 3. Membership

At the time of nomination, prospective members should be engaged in practice, teaching or research into any aspect of perinatal medicine. In addition, other individuals contributing to the advancement of perinatal medicine may be nominated for membership.

- I. Applications must be made on the appropriate proposal form, which must be received by the BAPM Office no less than one calendar month before the Annual General Meeting (AGM) at which election is sought.
- II. The Executive Committee shall consider all applications for membership and reserves the right to seek further information and to defer or decline applications.
- III. Election to the BAPM membership shall be confirmed by a two-thirds majority vote of the members present at the AGM.

## 4. Honorary Membership

- I. At the AGM, the Association shall welcome into Honorary Membership those whom it wishes to honour.
- II. All nominations for Honorary Membership must be received by the BAPM office no less than three calendar months prior to the AGM.
- III. The Executive Committee shall consider all such nominations and reserves the right to seek further information and to defer or decline nominations.

## 5. Officers of the Association

- I. The Officers shall comprise a President, Honorary Secretary and Honorary Treasurer, who shall be elected by the ordinary members for a term of three years. A three year period of office shall commence at the completion of the AGM.

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**Honorary Treasurer**: Dr Sanjeev Deshpande, Princess Royal Hospital, Apley Castle, Telford, TF1 6TF

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- II. The President shall be elected at the AGM one year prior to the retirement of the current office holder and shall serve for that year as President Elect and the following three years as President.
- III. The Honorary Secretary shall be elected at the AGM one year prior to the retirement of the current office holder and shall serve for that year as Honorary Secretary Elect and the following three years as Honorary Secretary. Although Officers will be eligible to apply for other Officer roles, there should be no overlap of these roles during their tenure.
- IV. The Honorary Treasurer shall be elected at the AGM one year prior to the retirement of the current office holder and shall serve for that year as Honorary Treasurer Elect and the following three years as Honorary Treasurer. The Honorary Treasurer may be nominated for re-election for a second term of office.
- V. Only ordinary members will be eligible for nomination to become Officers of the Association. Nominations must be submitted on the appropriate form to be received by the BAPM Office no less than three calendar months before the next AGM so that, if necessary, a postal ballot can be arranged and the results announced at the AGM. Only ordinary members are eligible to vote. In the event that only one nomination is received, the Executive Committee shall consider the nomination and, if approved, the appointment shall be announced at the AGM.
- VI. The Executive Committee shall reserve the right to seek further information and to defer or decline proposals.
- VII. In the unlikely event that an Officer is unable to complete the full term of three years (and where there is no President Elect, Honorary Secretary Elect or Honorary Treasurer Elect already in place), an Acting President, Acting Honorary Secretary or Acting Honorary Treasurer shall be appointed from amongst members of the Executive Committee until the due process of nomination and election is completed at the next AGM.

## 6. Executive Committee

- I. The Executive Committee shall consist of the Officers of the Association, Representatives elected from the membership, and, when appropriate, the President Elect, Honorary Secretary Elect and Honorary Treasurer Elect. The Representatives shall consist of five paediatricians, one nursing/midwifery Representative, one Representative from a LNU/SCBU (to represent all four nations) and one Representative from doctors in training. The Representatives shall hold office for three years. Each of the Representatives shall have an elected Deputy who shall be appointed the year prior to the Representative standing down and during this time will attend meetings of the Executive Committee in the absence of the Representative for whom he or she is deputising. At the end of their tenure, the Representatives shall be replaced by their Deputies.
- II. A parent representative nominated by the Officers shall be invited to attend meetings of the Executive Committee ex officio.
- III. The input of obstetricians to the work of the Association will be achieved by establishing links with the obstetric community through collaborative working with the RCOG, British Maternal and Fetal Medicine Society (BMFMS) and other relevant organisations. There will be a nominated representative from BAPM's Executive Committee on the Executive Committee of the BMFMS (and vice versa).
- IV. The input of allied health professionals to the work of the Association will be achieved by establishing links and working collaboratively with the relevant national organisations.

- V. Each of the five paediatricians who are Representatives (and their respective Deputies) shall represent members working in:
  - a. The North part of England
  - b. The South part of England
  - c. Scotland
  - d. Wales
  - e. Northern Ireland (there will be no elected representative from the Republic of Ireland)
- VI. Each of these Representatives will also have responsibility for a designated area of the Association's work.
- VII. Only ordinary members shall be eligible to become Representatives on the Executive Committee. Nominations from ordinary members must be submitted on the appropriate form to be received by the BAPM office no less than three calendar months before the next AGM. If a postal ballot is necessary, only ordinary members will be eligible to vote. If the ballot is for a Representative with regional boundaries, only ordinary members working within the relevant regional boundaries shall be eligible to vote.
- VIII. The Executive Committee shall meet at least once between AGMs. A quorum shall be four, one of whom must be the President or Honorary Secretary.

## 7. Annual General Meeting

- I. There shall be an Annual General Meeting (AGM) at a venue and date to be arranged at least one year in advance. Usually the AGM and a meeting of the Executive Committee shall take place in conjunction with a perinatal scientific conference which will be open to all health professionals with an interest in perinatal care.

## 8. Finance

The financial affairs of the Association shall be managed by the Executive Officer and overseen by the Honorary Treasurer. Annual subscriptions will be collected from all members. Any increase in subscription charges must be approved at an AGM preceding the proposed increase. The annual membership subscription together with all surplus funds accrued from annual meetings shall form the basic source of income for the Association. The Honorary Treasurer has the authority to disburse funds for the benefit of the Association as appropriate and shall submit a statement of accounts to each AGM.

## 9. Changes in the Constitution

Proposed changes to the Constitution shall be submitted to the Honorary Secretary for consideration by the Executive Committee. Any changes to the Constitution shall require a two-thirds majority vote at the Annual General Meeting.