

THE BRITISH ASSOCIATION FOR PAEDIATRIC NEPHROLOGY

RULES OF THE ASSOCIATION

1. TITLE

The Association shall be known as the British Association for Paediatric Nephrology. The Association shall be a Division of the Renal Association.

2. AIMS

The aims of the Association are:

- i. To set and to improve the standard of medical care of children with renal disease. (Clinical guidelines will be based on medical evidence where it is available, supported by research and audit, and linked to patient/parent information)
- ii. To formulate and express opinions on policy concerning the care of children with renal disease.
- iii. To conduct clinical and scientific meetings in order to advance the knowledge and skills of doctors and other professionals with responsibility for children with renal disease.
- iv. To conduct collaborative research and audit and to disseminate results.
- v. To consider the training, continuing education and professional development of paediatricians and other professionals caring for children with renal disease.

3. MEMBERSHIP

The Association shall consist of Ordinary Members and Honorary Members.

- i. Ordinary Members shall be resident in the United Kingdom or Republic of Ireland at the time on nomination, and shall be engaged in the practice or teaching of paediatric nephrology or closely allied disciplines, including adult nephrology, or in research in paediatric nephrology. Applications for membership are made through the Renal Association. All applicants must be proposed by two existing BAPN members (Ordinary or Honorary) apart from grid trainees who only require one proposer. Details of new members will be made known to the Secretary by the Renal Association secretariat. New members will be formally ratified at the next General or Annual General Meeting. A member may resign from the Association by giving notice to the Honorary Secretary not less than one month before a business meeting. Membership may be terminated on the recommendation of the Executive Committee for
 - (i) persistent non-payment of subscription or
 - (ii) conduct prejudicial to the good name of the Association.
- ii. Honorary Members shall consist of British and foreign medical or science graduates, and others, who have made distinguished contributions to paediatric nephrology. They shall be elected by Ordinary Members annually, on the recommendation of the Executive Committee.

4. THE OFFICERS

The Association shall elect the following honorary officers:

- i. a President, who shall be an Ordinary or Honorary Member, and shall serve for four years and shall not be eligible for re-election. The first year will be as President-elect and will overlap with the final year of the previous President's term.
- ii. a Treasurer, who shall be an Ordinary Member and shall serve for three years, but shall be eligible for re-election annually for a maximum of two years;
- iii. a Secretary, who shall be an Ordinary Member and shall serve for three years.
- iv. a Research Secretary shall be an Ordinary Member and shall serve for three years
- v. a Chairman of the Audit and Registry sub-committee shall be an Ordinary Member and shall serve for three years
- vi. a Chairman of the Clinical Standards sub-committee shall be an Ordinary Member and shall serve for three years
- vii. a Communication Officer shall be an Ordinary Member and shall serve for three years
- viii. a Chair of Clinical Services Committee shall be an Ordinary Member and shall serve for three years
- ix. a Paediatrician with a special interest in nephrology (SPIN) shall be an Ordinary Member and shall serve for three years
- x. an Ordinary Member who will serve for three years. The ordinary member should be elected within the first 5 years of appointment to their career post.

and ex officio:

- xi. the Chairman of the College Specialty Advisory Committee (CSAC) who shall be elected by the Council of the Royal College for Paediatrics and Child Health and will serve on the executive committee for the duration of their tenure.

In the interest of continuity:

- a) the President and the Secretary should not demit office at the same time
- b) where possible, incoming officers (i-viii) will attend executive meetings in the six months prior to taking office.

Officers iii-ix may be re-elected for 1 further year on the approval of the executive committee.

5. THE EXECUTIVE COMMITTEE

The Executive Committee shall consist of the Officers described in (4), the CSAC chairman, and a trainee. The trainee member shall be an Ordinary member of the Association and shall be elected by the trainees to serve for 1 year.

A lay representative who shall serve for 3 years

The Chair of the Medicines for Children Research Network Clinical Study Group will serve on the executive committee for the duration of their tenure.

The Executive Committee may co-opt any members to serve on working parties or to perform other specified functions. These members may be invited to attend the executive committee when appropriate

The Executive Committee will nominate from amongst the membership individuals who will represent the Association on other professional associations or in political matters.

The Executive Committee shall be responsible for conducting the business of the Association, and shall meet as often as required. Reasonable travel expenses shall be paid.

6. MEETINGS

Clinical and Scientific Meetings

The Association shall hold clinical and scientific meetings, either independently or in association with other organisations, such as the RCPCH and the Renal Association, with such frequency as shall, from time to time, be decided by the members.

Business Meetings

The Association shall hold an Annual General Meeting, and any other meetings as required to transact its business. Meetings shall be notified to members by the Honorary Secretary not less than three months in advance. Any Ordinary or Honorary Member may introduce business by notifying the Honorary Secretary at least one month before the meeting takes place. The Honorary Secretary shall keep minutes.

All members shall have the right to attend meetings of the Association, but only Ordinary Members shall be entitled to vote, except that, in the event of equality of votes, the President (whether an Ordinary or Honorary Member) shall have a casting vote.

Research Meetings

The Research Secretary shall convene meetings to discuss collaborative research at times and locations as requested by a majority of participating members. He/she will work with research partners within the wider renal community to ensure that paediatric aspects of research are represented and integrated. He/she shall be responsible for arranging the meetings, circulating members, preparing the agenda and keeping minutes.

7. FINANCES

An annual subscription shall be paid by Ordinary Members, according to the rules of the Renal Association into the Renal Association account

There shall be a restricted fund of the Association entitled the BAPN. Monies received, not including subscription but including donations and the proceeds of any investments held by the BAPN shall be paid into this account. A BAPN committee comprising at least 2 members of the BAPN and the BAPN and RA treasurer shall be responsible for management of this account. The Honorary Treasurer shall publish an annual statement of the BAPN restricted fund and present it to the Annual General Meeting.

8. AMENDMENT OF THE RULES

Amendment of the Rules may be proposed in writing to the Honorary Secretary by any five members of the Association not less than three months before the next Annual general meeting. Amendments to the rules of the Association may be made at the annual general meetings by a 2/3 majority providing that:

- a) there is a minimum number of 15 voting members including proxy votes and a minimum of 10 members present in person
- b) that the amendments have been circulated to the membership not less than 3 months in advance of the meeting
- c) that members unable to attend may express their view to the president or secretary ahead of the meeting who will then vote by proxy on their behalf
- d) issues the executive committee deem are of sufficient importance and would have significant constitutional consequences for the BAPN would be subject to a more formal voting process.

9. DISSOLUTION OF THE ASSOCIATION

The Association may be dissolved by a resolution of not less than three-quarters of the Ordinary and Honorary Members present at an Annual General Meeting. Notice of its intended dissolution shall be circulated to members with the meeting agenda. If, upon dissolution, there remain, after settling all debts and liabilities, any assets, they shall not be distributed to members of the Association but donated to one or more charities with objects broadly similar to those of the Association, as recommended by the Executive Committee

RHRW/GBW 06/07/93

Amendments MEM 15/02/01

Amendments CMT 17.05.06 (Approved BAPN Executive 24/05/06)

Amendment BAPN Executive Oct 2008 (Approved BAPN AGM Dec 2008)

Amendment BAPN Executive April 2010

Amendment BAPN AGM May 2011

Amendment BAPN Executive September 2011

Amendment BAPN Executive/EJT/MTC April 2014 (Approved BAPN AGM 02/05/14)

Amendment BAPN Executive/EJT/MTC November 2014