

Clinical Genetics Society

Administrative Office:

Clinical Genetics Unit
Birmingham Women's Hospital
Edgbaston, Birmingham. B15 2TG
Tel: 0121 627 2634
Fax: 0121 623 6971
Email: cgs@bshg.org.uk
website: www.clingensoc.org
Registered Charity No. 274959



Constitution (approved at CGS AGM, 10th March 2011)

1. The name of the Society is the “Clinical Genetics Society”, henceforth referred to as the ‘Society’ or ‘CGS’.
2. The purposes of the Society shall be to advance and promote the science and medical practice of Clinical Genetics. For this purpose only it will bring together persons who have a common interest in Clinical Genetics, so that they may be aided in their joint endeavours to diagnose, understand, prevent, alleviate and cure congenital malformations and conditions with a genetic aetiology. In furtherance of these aims, but not otherwise, the Society may publish and disseminate reports, statements, and research findings.
3. The Society is one of the Founding Constituent Groups of the British Society for Human Genetics, and will participate fully, as appropriate, in the activities of the British Society for Human Genetics.
4. The membership of the Society shall be open to those with a professional interest in Clinical Genetics. All members of the Society shall be members of the British Society for Human Genetics.
5. The Society shall consist of Ordinary, Senior and Honorary Members; Corporate Members and Overseas Affiliates. Only Ordinary Members of the Society shall be entitled to vote in elections, or at the meetings of the Society, or to be elected to the Governing Body of the Society, the Council (see rule 14), or as office bearers.
6. Candidates for Ordinary membership shall complete a form of application and be nominated by at least two members of the Society, in writing, at least four weeks before the Annual General Meeting.
7. From the persons who are nominated, the Council shall recommend candidates for election as Ordinary Members at the Annual General Meeting of the Society, or Extraordinary General Meeting (see paragraph 25). If there be any objection to a candidate, his or her application shall be referred back to the Council for further consideration.

8. Ordinary Members shall, on retirement from hospital or academic appointments, cease to be Ordinary Members and may become Senior Members, enjoying the benefits of Membership without payment of full subscription.
9. Persons of eminence who have contributed to the advancement of knowledge in Clinical Genetics shall be eligible for Honorary Membership. They shall be elected to Honorary Membership of the Society on the recommendation of the Council. The number of Honorary Members shall normally be limited to ten at any one time, though Council has the authority to extend this limit under exceptional circumstances. They shall pay no subscription.
10. Overseas Affiliates shall be normally resident outside the United Kingdom. They shall have the same rights and obligations as Ordinary Members (paras. 4-8, 23, 25, 33), but will not be entitled to vote or be eligible for election to office.
11. Companies may, on the recommendation of the Council, be admitted to Corporate membership of the Society on payment of the Corporate Membership subscription. They shall have the same rights and obligations as Ordinary Members (paras. 4-8, 23, 25, 33), but will not be entitled to vote or be eligible for election to office.
12. The annual subscription rates shall be determined at the Annual General Meeting, payable by Automated Banker's Order where possible.
13. Non-payment of the subscription within six months after it is due shall be considered equivalent to resignation.
14. The Governing Body of the Society is the Council (equivalent to a Board of Trustees), which shall be concerned with policy, representation, organisational and administrative matters. Council shall consist of a President, a Vice-President, an Academic Vice-President, a General Secretary, a Treasurer, a Conference Organiser and eight general members. The general Council members will be elected from amongst all Ordinary Members of the Society following nomination by two Ordinary Members. Two of them shall be Clinical Geneticists in training at the time of their nomination. The Council may, as deemed necessary, establish subcommittees, working or special interest groups, and appoint Chairs from the membership of Council or the Society. At the discretion of Council, additional Members of the Society may be co-opted onto Council to represent significant activity on behalf of the Society, coherent sub-groups of Members, or if they chair CGS sub-committees. These members will normally be co-opted for three years, renewable for a further term. The Council may also, as necessary, co-opt members of the Society who chair CGS working parties, represent the Specialty on relevant national Committees, or lead national service development or

research groups. Co-opted members shall be invited to attend and participate in all Council meetings, but may not vote. Council may nominate Council or Society members to represent the Society or specialty on other professional bodies.

15. Decisions of Council will be by simple majority vote of those present.
16. The Council of the Society will meet at least once per year.
17. The office of the President shall be tenable for two years. He/she shall be nominated by two Ordinary Members and elected by the Ordinary Membership one year before taking office, serving as Vice-President (and President-elect) for that year. After relinquishing his/her office as President, he/she shall serve on the Council as Vice-President for a further year.
18. The offices of Academic Vice-President and General Secretary shall be tenable for three years. The holders will be eligible for re-appointment by Council for one further term only.
19. The offices of Treasurer and Conference Organiser shall each be tenable for three years. The holders will be eligible for re-appointment by Council for further terms.
20. No person may simultaneously hold more than one elected place on Council.
21. The Ordinary Members of the Council shall hold office for three years and then not normally be eligible for re-election as an Ordinary Member for a period of one year.
22. The Officers of the Society will be directly elected to their posts by the Ordinary Members of the Society. Elected Members of Council and Officers will be required to complete a Declaration of Interests form at the start of their term, updated as and when any significant changes take place.
23. At least six weeks before the Annual General Meeting, the Secretary shall send to each Member of the Society the names of the Officers and members who are due to retire from the Council, and invite nominations by two Ordinary Members for their successors. Those nominated must signify their written agreement to be being nominated. If no nomination for a post is received in time for postal ballot, an election by show of hands may be held at the Annual General Meeting; this provision shall not apply to the post of President. Where the number of nominations received exceeds the number of posts available, a postal ballot of all Ordinary Members will be held, so timed that the results of the ballot are available to be announced at the Annual General Meeting. Where the number of nominations does not so exceed the number of posts available, those nominated should be declared elected, subject to ratification by simple majority vote at the Annual General Meeting.

24. The Society shall support at least one Scientific Meeting each year during which there shall be held the Annual General Meeting. At least six weeks prior to each Scientific meeting, the Conference Organiser shall send a preliminary notice to each member.
25. An Extraordinary General Meeting may be called by Council at any time. Thirty Ordinary members of the Society may demand an Emergency General Meeting, giving at least six weeks notice of the motion to be put to the Society. Members of the Society shall be notified of the time, place and agenda of any General Meeting at least three weeks in advance.
26. The agenda for the Annual General Meeting shall be arranged by the Council. Members wishing to have matters included on the agenda must inform the Secretary at least six weeks prior to the Annual General Meeting, in writing.
27. The quorum for the Annual General Meeting shall be thirty, and for Council six members, including at least two officers.
28. Members shall have the privilege of inviting non-members to attend and take part in Scientific Meetings on payment of appropriate registration fees.
29. The Secretary shall record and circulate to Council, the Minutes of the Council and the General Meetings of the Society. Minutes, or summarised minutes, of the Council Meetings will be placed on the Society website. Full minutes of the Annual General Meeting will be placed on the Society website.
30. No alteration to these rules shall be made except at a General Meeting, and unless proposed by the Council or by at least ten Members in writing. In the latter case the proposal must reach the General Secretary at least six weeks before the date of the meeting. Notice of the proposed change shall be circulated to every Member at least one week before the meeting at which it is to be brought forward, and it shall be decided by two-thirds majority vote of those Ordinary Members present at the meeting.
31. No amendment shall be made to rules 2 or 30 without the consent of the Charity Commissioners.
32. The income and property of the Society whencesoever derived shall be applied solely towards the promotion of the objects of the Society as set forth in the Rules, and no portion thereof shall be paid or transferred directly or indirectly by way of profit to the Members of the Society. Provided that nothing therein shall prevent the payment, in good faith, of reasonable and proper remuneration to any Officer or servant of the Society, or to any Member of the Society, in return for any services rendered to the Society, or prevent the payment of interest, at a rate not exceeding the prevailing Bank

of England base rate per annum on money lent, or reasonable and proper rent for premises demised or let by any Member of the Society; but so that no member of the Council or Governing Body of the Society shall be appointed to any salaried office of the Society or any office of the Society paid by fees, and that no remuneration or other benefit in money's worth shall be given by the Society to any Member of such Council or Governing Body, except repayment or out-of-pocket expenses and interest at the rate aforesaid on money lent or reasonable and proper rent for premises demised or let to the Society; provided that the provision shall not apply to any payment to any Company of which a Member of the Society or Governing Body may be a member and in which such a Member shall not hold more than one one-hundredth part of the capital, and such Members shall not be bound to account for any share of profits he/she may receive in respect of such payment.

33. If upon the winding up or dissolution of the Society there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid or distributed among the Members of the Society, but shall be given or transferred to some other charitable institution having purposes similar to the purposes of the Society, and which shall prohibit the distribution of its or their income and property among its or their Members to an extent at least as great as is imposed on the Society under or by virtue of the last preceding rule, such charitable institution or institutions to be determined by Members of the Society at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then to some other charitable purpose.