



MEMBERS' RULES OF THE BRITISH ASSOCIATION FOR CARDIOVASCULAR PREVENTION AND REHABILITATION

*In keeping with Clause 8 of the "Articles of Association" 2012, for any changes to be made to these rules, these must be proposed and voted upon by the members of BACPR (typically as part of the AGM). These rules and subscription fees should be reviewed **as a Standing Agenda AGM Item** and revised if necessary each year at the BACPR AGM.*

1.0 GENERAL GUIDANCE FOR BEING A MEMBER OF BACPR

BACPR is a Charitable Company Ltd by Guarantee. It is ultimately governed by two sets of laws: those that pertain to the Charities Act as administered by the Charity Commission and those that pertain to the Companies Act administered by Companies House. As an Ordinary "paying" Member of BACPR, each individual becomes a voting "Member of the Company" with his or her rights outlined in the Articles of Association¹. Voting pertains to two elements: i. a member's right to participate in the election of his fellow members to the BACPR governing Council^{1,2} and ii. a member's right to attend official BACPR business meetings and voting on matters that relate to the governance and business activities of the BACPR^{1,2}

Independent of how an individual member has paid for his annual subscription (e.g. personally, from a sponsor, employer or agent), each member must and will be registered and listed in his/her own individual name and with his/her membership being non-transferable. Failure to pay one's annual subscription may result in the termination of membership of the Company.

1.1 Council representation and core business activities

Members are elected to Council by an initial nomination process from one's peers. Once nominations are ratified by the Secretary of BACPR, an election is held with the membership at large^{1,2}. The voting by members on matters related to the governance or rules of the Association are normally carried out at the AGM^{1,2} or if necessary at an Extraordinary General Meeting^{1,2}. The AGM is normally held at the same time as the Annual Conference but there is no obligation to attend the Conference in order to attend the AGM. Under the Articles of Association¹, any member unable to attend the AGM is eligible to nominate an individual to vote on his/her behalf (by proxy).

Membership fees (see section), along with the various business activities of the BACPR in keeping with the Objects of the Association¹, are required for supporting the administration of a number of services and benefits including: conferences, education, professional communications and representation of and for the members to the public or for the public, and to represent members and the public to external agents, and local, regional or national governments or government health bodies; all in the name of *promoting excellence in cardiovascular disease prevention and rehabilitation*.

2.0 ANNUAL CONFERENCE ("AC")

An Annual Conference and the coinciding AGM is the main event focus of each year to celebrate, review, promote and develop future strategies and needs for the members and the public in keeping with the Objects and Mission of the BACPR. It shall be held each year and overseen by the elected Scientific Programme Officer ^{1,2} and the Conference Programme Committee to which he/she Chairs.

Non-member visitors may attend the conference on payment of an appropriate conference fee.

Members and invitees may make written proposals to the Conference Programme Committee, in accordance with a format and in the time periods set by the Programme Committee each year, as to original research papers or informative professional practice or service development reports all focused on the betterment of cardiovascular health and patient care, that they may wish to present at the AC.

The Conference Programme Committee shall develop guidelines and criteria for the standard of research papers, professional practice/service reports or invited presentations of the AC and shall in its sole discretion decide whether proposals submitted reach the criteria or standards required, and may accept or reject any paper or report at its discretion.

Unless otherwise decided by the Conference Programme Committee, all presentations at the AC shall either be in the form of an oral presentation (typically using an electronic slide format), a moderated poster or a free-standing poster (the lead author/presenter is simply available for questions from the delegates at a specified time). All presenters shall conform to the timetable and agenda of the AC.

2.1 Publicity and Media involvement

No reporters, newspaper media or other media representatives shall be permitted to be present at the Annual General Meeting held during the Annual Conference, and no report of the AGM, or its discussion shall be published without the consent of the Council.

1. See Articles of Association at www.bacpr.com
2. See Council Members' Handbook at www.bacpr.com

3.0 CRITERIA FOR MEMBERSHIP

These criteria may be amended from time to time by the Council but must be ratified by the British Association for Cardiovascular Prevention and Rehabilitation at its next Annual General Meeting:

3.1 Ordinary Members

Professionals with a primary interest in cardiovascular health and disease prevention and rehabilitation including: Nurses, Physiotherapists, Exercise Scientists, Occupational Therapists, Dieticians, Cardiologists, Medical Practitioners with an interest in Cardiology, Psychologists, Health Scientists, Primary care clinicians, and any other applicant deemed suitable at the discretion of the Council.

Profession specific sub-groups of BACPR shall be required to submit minutes of their meetings and a copy of their accounts to the Charity. All such sub-groups will be invited to participate or hold meetings during the Annual Conference, if required.

3.2 BACPR Exercise Instructors

This category is for those who hold the BACPR Exercise Instructor qualification .

3.3 Honorary Members

This category of members shall be individuals who by virtue of their contribution to cardiovascular disease prevention and rehabilitation have been appointed by invitation from the BACPR Elected Council Members. The term of membership is for one year and can be renewed annually by agreement with the Executive Officers. An honorary member receives the benefits of an Ordinary Full Member but has no voting rights. These typically include Co-opted members to Council, or an individual who has a strong supportive/collaborative interest in BACPR (e.g. specified community or patient representative or a public figure who has an

interest in cardiovascular disease prevention and rehabilitation and with the ability to support and promote the BACPR's Objects and Mission).

Linked or Joint Organisation Members shall be:

- Professional organisations (e.g. other BCS Affiliate Groups) whose objects are complementary to and/or in sympathy with the objects of the BACPR Charity
- Other bodies who have demonstrated a keen interest in the work of the BACPR provided that their objects are complementary to and/or in sympathy with the objects of the BACPR Charity

4.0 SUBSCRIPTIONS

The terms and conditions for subscription shall be reviewed and changed, if necessary, annually at the AGM by way of agreement (and voting) with the members.

4.1 Subscription Payments:

Subscription payments are taken on a yearly basis.

4.2 Method of Payment:

Direct Debit or Card payments into the account of the British Association for Cardiovascular Prevention and Rehabilitation.

4.3 Ordinary Member payment categories, with full voting rights:

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| • Standard Member | £45.00 |
| • BACPR Qualified Exercise Instructor Member ^a | £33.00 |
| • Joint BCS Member ^b | £50.00 |
| • Student Member ^c | £10.00 |
| • Honorary Member ^d | Free |
| • Non-voting Member ^e | Free |

a. BACPR Exercise Instructor qualification must be valid at the time of membership payment

b. Joint BCS Members must meet criteria and abide by the rules of the British Cardiovascular Society (www.bcs.com). Membership includes a discounted registration fee for the BCS Annual Conference

c. Student Membership is for one year only for those in full-time education (undergraduate or masters level). Confirmation of student status must be provided by student's course programme leader.

d. Honorary Members are appointed at the discretion of the Council for long-term extraordinary services to BACPR. Honorary Membership is automatically conferred on anyone who has served as President for a full 2 years and with a total tenure on Council of at least 4 years

e. Non-voting Members are co-optee members on BACPR Council.

