

Scotland Board Constitution

1. The Scottish Board of the Chartered Society of Physiotherapy (CSP) represents all the CSP members in Scotland.

Title

2. The title of the Board shall be “The Scottish Board of the Chartered Society of Physiotherapy”.

Objects

3. The objectives of the Board shall be to:
 - a. Support, inform and influence the strategic direction set by CSP Council
 - b. Further develop the interests of the Chartered Society of Physiotherapy (CSP) and the membership in Scotland
 - c. Advise and act on issues affecting the physiotherapy profession in Scotland
 - d. Work collaboratively with the CSP to provide a key link to Scottish Government and other agencies
 - e. Engage with and support members to raise awareness of the impact and value of the Physiotherapy profession in Scotland
 - f. Engage with members to raise the profile of Scottish board to embed succession planning and ensure ongoing effectiveness of Board
 - g. Work collaboratively to enable members to engage and respond to issues at government, regional and local level
 - h. Promote the value and contribution of the physiotherapy profession:-
 - i. to current and potential future members
 - ii. to other health professionals;
 - iii. to public bodies and the bodies of Scottish Government;
 - iv. to the general public, employers and local authorities
 - i. Further develop the interests of the Chartered Society of Physiotherapy (CSP) and the membership in Scotland.

CSP Policy

4. The Board shall at all times abide by, and promote, CSP strategies, policies and advice.

5. The CSP Scottish Board will provide a view/advice where there is no recognised CSP policy in response to Scottish Government initiatives or consultations, provided the Council is kept regularly informed of such developments.

Membership

6. The Board shall consist of the following members of the CSP:-
 - 1.1 Strategic Committee Members - 8-10 current CSP members for Strategic committee, who are selected on the basis of leadership competencies and skill-set. This election process will be aligned with the CSP core/strategic committee process.
 - 2.1 Co-opted members
2. No one may be nominated, elected, or participate in appointment of members of a Board unless they have paid an annual subscription for the current year to the Society.
3. (a) Board members will serve for a term of four years. Members will be eligible for re-appointment.
 1. Vacancies arising mid-term vacancies may be filled at the discretion of the Board. On seeking to fill a vacancy the Board will refer to the relevant membership for an individual to complete the original term of service.
 2. Board members who do not attend in person or by VC or teleconference at least two meetings in a Board year will be deemed to have resigned (unless there are mitigating circumstances). The process will be aligned to the CSPs Professional Committee.
 3. Members of the Scottish Board will be expected to contribute to project groups/ short life working groups as and when required.

Officers

4. The Officers of the Board shall consist of a Chair, Vice-Chair, Secretary, Communications Officer and Treasurer. Officers shall be elected every three years at the AGM. They shall be eligible for re-election.

Annual General Meeting

5. An AGM of the Scottish Board is to be held within the first three months of the year. The business of the AGM shall be:
 - a. To elect the Officers
 - b. To transact any other business.

Board meetings

6. A minimum of 3 Board meetings per annum shall be held and may include external speakers relating to their priorities or those of the CSP.
7. Dates of Board meetings shall be set at the Annual General Meeting or as soon as possible thereafter.
8. The agenda will include reports/discussions relating to:
 - a. CSP priorities
 - b. Priorities in Scotland
 - c. Scottish Government policies relating to Allied Health Professionals (AHPs) and Physiotherapy in particular

Governance

9. The quorum will be one third of the Board membership as at the day of the meeting.
10. The Secretary will circulate papers for meetings, which shall be convened on the authority of the Chair, to all members at least seven days in advance, together with a copy of the minutes of the previous meeting (if not previously circulated).
11. The Board may establish committees at its discretion.
12. The Annual Report and Planning document of the Scottish Board will link to CSP strategic objectives and be submitted on a yearly basis.

13. CSP staff and officers may be invited to attend but will have no voting rights

Finance

14. The Country Board governance and financial year will run from 1 January to 31 December.
15. The Board will abide by such financial advice or instructions as are issued by the CSP or the CSP's auditors.

Cesser of Board

16. The Council may disband the Board, in which event, the Chair, Secretary, and Treasurer of the Board, shall, within three months, complete the accounts and send all its records (including minute book, account books, deeds, papers, documents, money and securities for money) to the Chief Executive Officer of the Chartered Society of Physiotherapy.

Alterations to the Constitution

17. The power to rescind or alter these regulations shall be vested in the CSP Council.

Agreed by Council 11 March 2020.