

**CONSTITUTION OF THE
NORTH WEST REGIONAL PSYCHOTHERAPY ASSOCIATION**

APRIL 1986

As amended in May 1994 and March 2004

The Association has been formed by a multidisciplinary group practicing psychotherapy. The Association fosters contact between different professional groups from a variety of working environments.

The main aim is to encourage the development of services and training in psychotherapy in the North West Region of England, primarily but not exclusively within the National Health Service.

SPECIFIC AIMS

1. To provide a support group for those involved in psychotherapy.
2. To discuss economic and policy issues related to psychotherapy services.
3. To represent the views of the Association in order to increase the availability of and promote the development of psychotherapy.
4. To promote and maintain high standards of practice and training in psychotherapy.
5. To educate through the exchange of information, ideas and experience on psychotherapy and its practice.

MEMBERSHIP

Membership shall be by formal application to the Executive Committee who shall set such standards for membership as shall be determined by the Executive and agreed by the members at a General Meeting. The Executive Committee shall exercise its discretion in admitting or expelling members. Members will agree to the aims of the Association and shall abide by its rules. Members are entitled to vote in the election of officers and Executive Committee members. Members shall pay such fees as are determined by the Association at a General Meeting.

Applications for membership of the Association can only be accepted from psychotherapists, psychotherapy trainees and members of related professions who subscribe to a code of ethics which include client/patient and colleague confidentiality.

THE COUNCIL

Members of the Association shall form its Council which shall be the governing body of the Association but delegating such powers as are stated herein or agreed at a General Meeting to the Executive Committee. The Council shall be quorate at a General Meeting when 15% or 10 members are present, whichever is the greater.

EXECUTIVE COMMITTEE

The general affairs of the Association shall be managed by an Executive Committee consisting of a Chairperson, Vice-Chairperson, General Secretary, Membership Secretary, Treasurer and 4 others. The quorum of the Executive Committee shall be 4 elected members.

The Executive Committee shall meet at least once every year and shall be elected by the membership at a General Meeting. It shall organize meetings, manage the finances

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of the Association, further its aims and publish or disseminate such written or other material as necessary.

The Executive shall be empowered to form such sub-committees or working groups as necessary, subject to the formal agreement of the membership at the subsequent General Meeting.

The Executive shall have powers of co-option, the tenure of co-opted members being no greater than that of elected members and the co-option being subject to approval of the members at a subsequent General Meeting.

The term of office of Executive Committee members is one year subject to re-election, limited to an extent to be determined by Council at a General Meeting within the first year of the Association's formal existence.

MEETINGS

At least two General Meetings shall be held each year, one of which shall be the Annual General Meeting which shall take place within 15 months of the previous Annual General Meeting.

THE ANNUAL GENERAL MEETING

This will consider reports from the Chairperson, General Secretary, Membership Secretary and Treasurer. The meeting will conduct elections for the Executive members and officers and shall carry out any other business.

EXTRAORDINARY GENERAL MEETING

An Extraordinary General Meeting can be called at the request, in writing, of 10 members of the Association or at the discretion of the Executive.

DECISIONS

The overall policy of the Association shall be discussed and determined at the General Meetings of the Association.

Formal resolutions proposed and seconded by members shall be debated at General Meetings and decided by simple majority or by a two-thirds majority of those present at the meeting for constitutional changes. The Executive may exercise its discretion in asking for resolutions to be confirmed by postal ballots.

Resolutions to be decided at a General Meeting must be received by the General Secretary 21 days before a General Meeting unless there is specific agreement to the contrary by the Executive Committee.

VOTES

Votes will normally be by simple majority except in the case of constitutional changes and dissolution which shall be determined by a two-thirds majority. Votes will normally be taken at a General Meeting and at the discretion of the Executive postal votes will be received. Proxy votes shall be notified to the Chairman at least one full day before the General Meeting at which the vote will be cast.

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CONSTITUTIONAL CHANGES

These shall be put to the membership in writing at the discretion of the Executive and shall be decided at a General Meeting or by a postal ballot as shall be determined by the Executive Committee. A two-thirds majority of votes cast shall be required for changes to the constitution of the Association.

No decisions shall be taken which shall prevent the Association from obtaining and maintaining charitable status.

WRITTEN MATERIAL

The Executive shall circulate members with information about the activities of the Association at their discretion. An editor may be appointed by the Executive Committee at the discretion of the membership at a General Meeting.

DISSOLUTION OF THE ASSOCIATION

A resolution to dissolve the Association may be made in writing by 10 members. The Association may be wound up at a General Meeting following the formal resolution received in writing at least 28 days in advance and notified to the members in writing. The decision shall be by a two-thirds majority. In this case any money, goods, or property owned by the Association will pass to a charity with similar aims to those of the Association or failing that to another charitable body.