

## **The Dukes' Club Constitution**

Updated September 2021

The Dukes' Club was founded in 1998 as the representative body for United Kingdom & Republic of Ireland trainees in Coloproctology. It exists under the auspices of the Association of Coloproctology of Great Britain and Ireland (ACPGBI, charity no 1118063).

### Objectives

- To provide educational and professional support to coloproctologists in training.
- To further national and international collaboration with the aim of continuous improvement of training in Colorectal Surgery.
- To provide a forum for discussion regarding professional aspects of training in coloproctology.
- To offer consensus opinion on issues pertaining to the present or future of Coloproctology in the UK/ROI.

### Constitution and Rules

The Dukes' Club shall consist of the following members:

- Ordinary Members:
  - Medical Graduates with a committed interest in coloproctology may apply to membership of the Dukes' Club through acceptance of an application for Associate membership of the ACPGBI, and the receipt of relevant subscription fees. Application should be supported by 1 existing ordinary member of the ACPGBI. If no ordinary members are known, ACPGBI Executive can support the application on review of a CV.
  - Membership of The Dukes' Club confers the benefits of:
    - Supplemented attendance at the Annual Dukes' Club Educational Weekend;
    - Free or discounted attendance at The Dukes' Club educational days and courses;
    - A monthly newsletter;
    - Access to the members' area of The Dukes' Club website;
    - Online access to 'Colorectal Disease' journal;
    - Free attendance at the ACPGBI Advanced Coloproctology Course after 2 years' ACPGBI membership.
- Honorary Members:
  - Honorary Members may be elected by the Council from persons nominated by the Membership or Executive Committee for their distinguished service to the practice of Colorectal Surgery or the training of Colorectal Surgeons.
  - Honorary Members are not required to pay membership subscriptions.
  - Honorary Members may not vote on any business of The Dukes' Club.
  - Honorary Members are entitled to attendance to educational meetings of The Dukes' Club.

### *Structure of The Dukes' Club*

The Dukes' Club will consist of Ordinary Members, an elected Committee, an Executive Committee and a President.

- The Committee shall consist of the President, Executive Office Bearers and Elected Regional Representatives.
- The Executive Office Bearers shall be as follows:
  - President
  - Vice President
  - Immediate Past President
  - [Secretary](#)
  - Abdominal Wall Representative
  - Advanced Cancer & Peritoneal Malignancy Representative
  - Association of Surgeons in Training (ASiT) Representative
  - Education & Training Representative
  - Emergency General Surgery Representative
  - Inflammatory Bowel Disease & Intestinal Failure Representative
  - JAG & Colonoscopy (Endoscopy) Representative
  - Research & Audit Representative
  - Robotics Representative
  - The Pelvic Floor Society & Proctology Representative.
- The Regional Representatives will be appointed from the following Regions:
  - East Anglia
  - East Midlands
  - Mersey
  - Northern
  - Northern Ireland
  - North Western
  - North East Thames
  - North West Thames
  - Oxford
  - Republic of Ireland (x2)
  - Scotland (x2)
  - South West
  - South East Thames
  - South West Thames
  - Trent
  - Wales (x2)
  - Wessex
  - West Midlands
  - Yorkshire.

The selection of these Officers will be as follows:

- The President shall be elected annually by the ordinary members at the annual general meeting on the nomination of the Executive Office Bearers. An outgoing President shall not be eligible for re-election. The President shall hold the appointment for 1 year.
- The Vice-President shall be elected by majority vote of ordinary members to take place at the time of the Annual Educational Weekend. Self-nominations will be open to all Dukes' Club Executive Committee members and are to be made in writing to the current President. The Vice-President shall hold the appointment for 1 year. It is understood that the Vice President will succeed as President the following year, except in exceptional circumstances.
- The Immediate Past-President will continue to sit on the Executive Committee the year following their Presidential year. Election to this role will not be required

- Election of the Abdominal Wall, Advanced Cancer & Peritoneal Malignancy, ASiT, Education & Training, Emergency General Surgery, Endoscopy, Inflammatory Bowel Disease & Intestinal Failure, Research and Audit, Robotics, Secretary and The Pelvic Floor Society & Proctology Representatives will be by majority vote of ordinary members to take place at the time of the Annual Educational Weekend. Application to each ballot will be by self-nomination from The Dukes' Club Membership. Each post will be held for 1 year. Sitting representatives are permitted to re-apply.
- Election of the Regional Representatives will be a by majority vote of The Dukes' Club Executive Committee. Application to each ballot will be by self-nomination from The Dukes' Club Membership and applicants must be training grade doctors for the applicable region. Each post will be held for 2 years. Re-application is permitted at the end of each term.
- It is permitted for Committee members to hold more than one role, or to hold both Executive Committee and Regional Representative posts, although this is not encouraged.
- An individual Member may be removed from the Dukes' Club Committee. The decision will require unanimity among the Executive Committee Office Bearers, or remaining Executive Committee Office Bearers in the event that the person in question is an Executive Committee Office Bearer. Committee Members may be removed only in the event of:
  - Behaviour likely to damage the reputation of the Dukes' Club or ACPGBI, or
  - Lack of engagement with their role.

#### *Roles and Responsibilities*

- All Dukes' Club office bearers and regional representatives will uphold the professional standards of The Dukes' Club and ACPGBI, and act as a local "ambassador" for the organisations.
- They will promote and attend the ACPGBI Annual Meeting each year to support the work of The Dukes' Club and ACPGBI, including helping to deliver The Dukes' Club parallel sessions.
- They will promote, attend and help to deliver The Dukes' Club Annual Educational Weekend.
- Failure to fully engage with the outlined generic and specific responsibilities in attached documents will lead to a discussion of your position within The Dukes' Club Committee. In such cases, The Dukes' Club is within their remit to remove the role from said individual and re-advertise the position.
- The President is responsible for the overall running of The Dukes' Club and should attend national ACPGBI events and meetings as requested.
- The Vice-President should support the President in their roles and responsibilities and provide trainee representation on the Multidisciplinary Clinical Committee.
- In addition to the above, the Executive Office Bearers should exhibit full engagement with the relevant specialty committee they represent (e.g. ASiT, colonoscopy, etc.) and feedback to the Executive Committee via a short, written report on a regular bases.
- In addition to the above, Regional Representatives will be expected to deliver a regional networking event within their first 12 months of office to advertise The Dukes' Club and its activities on a regional basis, provide regional networking opportunities for medical students, trainees and consultants and provide educational content relevant to colorectal surgery. A report or Twitter feed should be provided as evidence for this.

### *Travel expenses*

Executive and Regional Representatives will have reasonable travel expenses reimbursed for:

- **One face-to-face** committee meeting **per annum**
- **One further** specialty event per annum.

This is subject to financial review on an ongoing basis. Travel expenses to ACPGBI and The Dukes' Club Educational Weekend will not be covered.

### *Subscriptions*

Members (other than Honorary Members and Temporary Members) shall pay an annual subscription of such a sum as determined by the Executive Committees of ACPGBI & The Dukes' Club, to be fixed at an annual general meeting of the ACPGBI. The subscription shall be paid to the Honorary Treasurer of the ACPGBI on joining the Association and subsequently on the anniversary of this date each year. Any member whose subscription lapses for more than 12 months shall forfeit membership, at the discretion of the Executive Committee, but will be eligible for re-election.

### *Amendments to the Constitution*

No addition or amendment of this constitution shall be effective until approved by not less than two-thirds of the Members present and voting at The Dukes' Club Annual Educational Weekend or at an extraordinary general meeting of the Members called for the purpose by the ACPGBI Council or The Dukes' Club Executive Committee upon not less than 21 days notice.

### *Dissolution of the Association*

The Dukes' Club may be dissolved by resolution by not less than three-quarters of the Members present and voting at an extraordinary meeting called for the purpose by the ACPGBI Council or The Dukes' Club Executive Committee on not less than 21 days' notice. Such resolution may give instructions for the disposal of any assets held by or on behalf of, or in the name of, The Dukes' Club, provided that, if any property remains after satisfaction of all debts and liabilities, such property shall not be paid or distributed among the members, but shall be given or transferred to such other charitable associations or institutions having objectives similar to the objectives of The Dukes' Club.