

The logo consists of a light blue rectangular box containing the text "Scottish Directors of" in a dark blue font, and a darker blue rectangular box below it containing the text "Public Health Group" in a white font.

Scottish Directors of Public Health Group

CONSTITUTION

SCOTTISH DIRECTORS OF PUBLIC HEALTH GROUP

1. The group shall be known as the Scottish Directors of Public Health Group.

2. **Objectives**

- To provide leadership and advocacy nationally on matters affecting the public's health.
- To plan, initiate and co-ordinate matters relating to public health in Scotland.
- To act as a coherent professional team and knowledge network and a means of disseminating relevant information.
- To facilitate collaborative working across Scotland via leading and managing the Scottish Public Health Network.
- To provide close liaison with the CMO and the Scottish Government health directorates, in particular the CMO's and Health Improvement directorates.
- To liaise with the Faculty of Public Health in Scotland, relevant public health bodies nationally/internationally.
- To influence public health priorities.
- To provide a source of mutual support to individual DsPH

3. **Membership**

The group shall consist of Scottish Directors of Public Health, or acting Directors of Public Health; and the Medical Directors / DPH of National Agencies

Appointed deputies may attend.

The Lead Consultant from the Scottish Public Health Network and a Senior Medical Officer (in public health) from the CMO's Group shall also attend.

In all business matters the members present shall each have one vote, the Chair having a casting vote.

The group will, through the Chair, invite other people to attend as appropriate on an ad-hoc basis.

4. Office Bearers

The group shall have two Office Bearers: the Chair and the Vice-Chair.

The Office Bearers shall usually hold office for a period of three years. No office bearer shall hold office for more than six years consecutively.

All members of the group shall be eligible to be Office Bearers.

5. Election of Office Bearers

- 1) Office Bearers shall be elected by simple majority in a secret ballot of the members of the group.
- 2) Candidates must be proposed by a member of the group and must have indicated their willingness to accept the Office if elected.
- 3) The usual period of office is from 1st of April until the 31st of March three years thereafter.
- 4) An Office Bearer elected on an interim basis to cover a vacancy, shall serve the remaining period of the Office that remained to be served by the predecessor in that Office.
- 5) In the absence of any valid candidates for the Offices of the group, the existing Office Bearers may, subject to their willingness to continue in the Office, be appointed to serve a further year after which time an election must take place.

6. Meetings

- i. Meetings of the group shall be held a minimum of 6 times per year, one of which must be an 'away day'.
- ii. In the absence of the Chair, the Vice-Chair may deputise.
- iii. A special meeting may be called by the Chair on receiving a written request signed by at least three members of the group; such meetings to be held as soon as possible but not later than one calendar month after receipt of the request.
- iv. Remote access will be made available at all business meetings.

7. Quorum

The quorum shall be 9 at any meeting of the group.

8. Sub-Committees

Such sub-committees as may be required will be established. Members shall be elected from within the group, and where appropriate include others from out with the group.

9. Changes to the Constitution

- (i) Proposed constitutional changes shall be circulated to members at least one month in advance of the meeting.
- (ii) Constitutional changes shall only be made on the basis of at least two thirds of all members voting in favour of the changes.