

RULES AT A GLANCE

An easy-read guide to the 2018 SPPC constitution

Background

Over six months during 2017 SPPC’s Council (governing body) reviewed SPPC’s membership and governance arrangements. As an organisation SPPC aims to listen to, inform and connect the sector, to provide a credible voice for the sector, and to promote open and supportive behaviours around death, dying and bereavement. Council felt it was important that SPPC’s membership and governance arrangements supported these aims and enabled us to engage with and serve all organisations involved in delivering or improving care for people towards the end of life, whether or not they identify their work as “palliative care”. The review of membership aimed to achieve:

- More inclusive membership criteria
- Membership criteria which accommodate the integration of health and care
- Governance structures which remain fit for purpose.

After consultation with the membership and other stakeholders a new constitution was approved by a vote of the membership in March 2018.

The 2018 Constitution

A Broad Range of Organisations Able to Join SPPC

The SPPC has the following categories of member organisation

Membership Category	Illustrative examples of type of organisations. In each instance other organisations may be included as determined from time to time by Council
Local Statutory Organisations	NHS Boards, IJBs, Local Authorities
Voluntary Hospices	Voluntary hospices
3 rd Sector and Social Enterprise Organisations	National and local charities
Independent Social Care Organisations	Care homes & care at home providers. Housing associations.
Academic Institutions and Professional Associations	University groups, professional associations
Regulators & other National Statutory Organisations	HIS, NES, NSSF, NHS Health Scotland, NHS24, SAS, Care Inspectorate, GMC, NMC, SSSC
Associate Members (have no voting rights, open only to organisations not eligible to join as Full Members)	Funeral services, law firms, Scotland’s Older People’s Assembly, trade unions, arts organisations, other businesses

Simple and Flexible Arrangements for SPPC Council

Council is the group of trustees with legal responsibility for overseeing the strategic direction and work of SPPC. Council has 16 members. The majority (9) of Council members are elected by SPPC member organisations, with votes taking place within the membership categories as shown in the table below. Each organisation has one vote. The number of places to which Council can co-opt is 7. This gives flexibility to ensure that the Council has the best overall mix of perspectives and skills. It allows Council to co-opt any key perspectives which may on occasion not have not been provided though elections. Council publishes

guidelines which it uses to inform decisions on co-option. The guidelines describe the mix of skills and perspectives which should be on Council but which are not *guaranteed* through the electoral structures (e.g. remote/rural; children and young people; acute hospital; palliative medicine; primary care; finance etc). Scottish Government remains a key stakeholder of SPPC; two representatives of Scottish Government may attend meetings of Council as observers.

Member Category	Places Elected to Council
Local Statutory Organisations (elections from this category may be organised on a regional basis)	4
Voluntary Hospices	1
3 rd Sector Health Organisations	1
Independent Social Care Organisations	1
Academic Institutions and Professional Associations	1
Regulators & other National Statutory Organisations	1
Co-opted	7

Constituency Groups

The voting arrangements described above mean that Constituency Groups no longer have a function as electoral colleges. This separation of governance functions and the operation of the Constituency Groups makes it easier to adapt the make-up and focus of the groups in response to members' priorities.

The purpose of SPPC

SPPC's old constitution described our purpose as being:

“to promote equitable access throughout Scotland to high quality palliative care for all patients and families on the basis of need not diagnosis”.

This language was a bit dated, and too exclusively focused on formal health services provision and access to those services. SPPC's work encompasses other priorities such as empowering and equipping individuals and communities to support each other through the hard times which can come with death, dying and bereavement. To reflect more accurately the scope of SPPC's work and strategic priorities the 2018 constitution describes our purpose as being:-

“to improve the experiences of people in Scotland in relation to declining health, death, dying, and bereavement, including by improving the quality and provision of palliative care and end of life care”

Other Miscellaneous Minor Clauses Included in the 2018 Constitution

- Inserted a list of SPPC activities. Such a list is now deemed good practice by the charity regulator OSCR.
- Added a process by which a Council member may be removed. Such a clause is now deemed good practice by the charity regulator OSCR.
- Added a more explicit power to make grants to other organisations.
- Clarified the distinction between “special resolutions” and “resolutions” at AGMs. Special resolutions are required for bigger changes (like changing the name or purpose of the charity) and require 75% of the vote to be approved.