

Membership Rules of The British Cardiovascular Society (The “Society”)

1. These Rules may be amended from time to time by the Trustees of the Society at their sole discretion.
2. The strategy and core values of the Society will be articulated and agreed by the Trustees of the Society and will be reviewed on a three-yearly basis.

3. Membership

The Board will determine the fees membership benefits annually for all categories of membership. Membership benefits for each category are shown in Appendix one.

4. Ordinary Membership

Ordinary Members of the Society shall be:

- 4.1 Medical or surgical practitioners with a primary interest in cardiovascular disease who are: on the consultant staff of a hospital in the United Kingdom or retired from clinical practice, practise overseas or hold a permanent contract in a nonconsultant career grade post.
- 4.2 Cardiology, paediatric cardiology, cardiac surgery or related discipline physicians in training.
- 4.3 Public health physicians or clinical managers responsible for healthcare delivery whose interests are primarily cardiac or cardiovascular.
- 4.4 Scientists whose primary interest is cardiac or cardiovascular research.
- 4.5 Allied professionals and clinical scientists whose interests are primarily cardiac or cardiovascular.
- 4.6 Primary care physicians whose special interests include cardiology or cardiovascular disease.
- 4.7 Other applicants at the discretion of the Trustees.

An Ordinary Member shall be entitled to be admitted as a Companies Act member of the Society and subject thereto shall have:

- 4.8 Full voting rights at the Annual General Meeting.
- 4.9 The right to nominate and vote for Officers of the Society.
- 4.10 The right to stand for an Office of the Society.
- 4.11 Eligibility for Chair and for full membership of Committees, Working Groups and Peer Review groups of the Society.

5. Emeritus Membership

- 5.1 Emeritus Members are persons who were Ordinary Members in previous years and have retired from clinical practice and have chosen to no longer be Ordinary Members. Emeritus Members are not Companies Act members of the Society and accordingly shall not be entitled to attend or vote at the Annual General Meeting and are not entitled to nominate Officers or Ordinary Members for a seat on the Board of Trustees or Committees of the Society. They are also not entitled to vote or stand in elections for Officers, Chairs, or membership of

Committees of the Society but may be co-opted onto Committees at the discretion of the Committee Chairs and Honorary Secretary.

6. Affiliate Membership

- 6.1 Affiliate Members of the Society are members of an Affiliated Society who are not consultant cardiologists, cardiologists in training or SAS doctors in cardiology.
- 6.2 Affiliate Members are not Companies Act members of the Society and accordingly shall not be entitled to attend or vote at the Annual General Meeting and are not entitled to stand for committee chair positions or stand for or nominate Officers or Ordinary Members for a seat on the Board of Trustees.
- 6.3 Affiliate members are, however, eligible to be elected to membership of Society Committees, Working Groups or Peer Review Groups and are entitled to vote on nominations for Society Committees, Working Groups or Peer Review Groups.
- 6.4 Affiliate Members are eligible for concessionary rates determined by the Trustees for attendance at the Annual Conference.

7. International Membership

- 7.1 International Members are those who fulfil the criteria for Ordinary Membership but are currently working and residing outside of the United Kingdom and have chosen not to become Ordinary members
- 7.2 International Members shall pay a reduced subscription.
- 7.3 International member fees will be set on an annual basis by the Trustees and will be entitled to a more limited range of membership benefits (see Appendix 1) commensurate with the payment.
- 7.4 International members wishing to attend the Annual Scientific Conference may do so subject to an additional payment at a defined preferential rate.
- 7.5 International Members are not Companies Act members of the Society and accordingly shall not be entitled to attend or vote at the Annual General Meeting and are not entitled to stand for or nominate Officers or Ordinary Members for a seat on the Board of Trustees or Committees of the Society. They are also not eligible to be elected to membership of Society Committees, Working Groups or Peer Review Groups.

8. Associate Membership

- 8.1 Associate Members are members of the British Junior Cardiologists' Association (BJCA) who are resident doctors.
- 8.2 Associate Members must hold membership of the BJCA to obtain this membership category.
- 8.3 Associate Members are not Companies Act members of the Society and accordingly shall not be entitled to attend or vote at the Annual General Meeting and are not entitled to nominate Officers or Ordinary Members for a seat on the Board of Trustees or Committees of the Society. They are not eligible to stand in elections for Officers, Chairs or membership of Committees of the Society.
- 8.4 Associate members are, however, eligible to vote on nominations for any post in Society elections.

- 8.5 Two Associate Members per committee will be appointed to all BCS Committees and will remain on the Committee/Working Group for a maximum of three years. This does not include the Board of Trustees, Council or the Executive.
- 8.6 The appointment of Associate Members to BCS committees will be coordinated jointly by the BCS and the BJCA. This will involve a formal application process to the BCS followed by selection of applicants by the BCS Vice President of the relevant division (or the chair of the relevant committee, as the Vice President's nominated deputy) and the President of the BJCA.
- 8.7 Associate BJCA members will be contacted upon reaching their Certificate of Completion of Training date, which is collected upon application and can be updated across their membership period. They will be offered an automatic upgrade onto Ordinary Membership and have the right to opt out. A discounted transition period to full Ordinary Membership may be applied, at the discretion of the BCS Board.

9. Fellowship

- 9.1 Fellowship of BCS (FBCS) is an additional paid for title that can be applied for by Ordinary, Emeritus and International members. Applications are considered on merit against application criteria that will be prescribed by the Board.
- 9.2 Fellowship of BCS allows the use of post nominals FBCS and other benefits as defined by the Board in addition to the existing member benefits relevant to the members existing membership category. Privileges of Fellowship (including use of post nominals) can only be recognised for the duration of the paid BCS annual membership and Fellowship fees. Application criteria and benefits subject to regular review by the Board.
- 9.3 Eligibility to apply for FBCS:
UK members should have held Ordinary or Emeritus membership of the Society for at least 3 years continuously, be supported by two existing BCS members and provide evidence of contribution to the field of cardiology, demonstrated through excellence in clinical practice, education, research or publications.
- 9.4 International members should have at least 3 years as a Consultant Cardiologist or Clinical Practitioner (or equivalent to the applicant's country of practice), provide a letter of support from employer or national cardiac society indicating good standing, and submit evidence of contribution to the field of cardiology, demonstrated through excellence in clinical practice, education, research or publications.
- 9.5 Applications will be assessed by a Panel which will usually include the President, Honorary Secretary, and CEO.

10. Applications for Membership

All applications for membership shall be made via an online application form and in line with current membership processes agreed by the Trustees. Every member shall update the society of any change of name, email or address in order that the appropriate alterations may be made in the Society's records; members are able to update these details directly within their electronic membership records.

11. Cessation of Membership

- 11.1 All members are expected to behave in line with relevant professional codes of conduct, including BCS code of conduct, in force at the time.

- 11.2 The BCS reserves the right to withdraw BCS membership if a member does not behave in line with the expected behavioural code.
- 11.3 Membership of the Society is not transferable.
- 11.4 A member shall cease to be a member of the Society in accordance with section 2.5 of the Articles of Association.
- 11.5 It is the responsibility of members to inform the Honorary Secretary in writing of any proven instance of serious professional misconduct.

12. Affiliated Societies

- 12.1 Any organisation wishing to apply for Affiliated Society status must have:
 - A primary interest in the advancement of knowledge of diseases of the heart and circulation or the practice of cardiovascular medicine/surgery and related disciplines.
 - Be the recognised professional sub-specialty society or relevant area of practice within cardiovascular medicine.
 - A Chair or President and a governing body (including Officers) elected from its membership with a defined term of office.
 - A written constitution, including written criteria for membership and an appropriate system for electing candidates to its membership.
 - A list of members which is updated annually.
 - A minuted Annual General Meeting with an agenda circulated to its members in advance, in compliance with its rules.
 - Annual accounts which have been prepared or scrutinised by an accountant and submitted to the relevant authorities (for most this will be the charity commission).
 - Be able to demonstrate financial solvency.
 - Affiliated Society status will be determined by the Board.
- 12.2 An Affiliated Society should demonstrate active engagement in the activities and purposes of the Society including regular attendance of the Chair or President of the Affiliated Society [or designated Deputy] at meetings of the BCS Council and Professional Executive (as appropriate). An Affiliated Society may be administered by the BCS if the costs of administration are met by the Affiliated Society or as agreed with the BCS.
- 12.3 An MoU or similar agreement will be drawn up between BCS and each Affiliated Society, which will be reviewed at least every 3 years.
- 12.4 The Trustees may, at their discretion, disaffiliate an Affiliated Society should that organisation fail to fulfil the criteria within the Rules or else act in any way that would jeopardise the reputation of or be contrary to the purpose of the Society.

13. Associated Groups

- 13.1 These societies do not fulfil the criteria for affiliation but have aims that are consonant with the Society with a primary interest in the advancement of knowledge of diseases of the heart and circulation or the practice of cardiovascular medicine/surgery and related disciplines.
- 13.2 Associated Groups may be groups with specific areas of cardiovascular interest or groups on a path towards affiliation.
- 13.3 Associated Society status will be granted at the discretion of the Board of the Society.

13.4 Criteria for admission of Associated Societies are as follows:

- The Associated Society should have a written constitution and a Chair or President or similar Chief Officer.
- The Society should have a list of members which is updated annually.

13.5 The Board may, at their discretion, disassociate an Associated Society should that organisation fail to fulfil the criteria within the Rules or else act in any way that would jeopardise the reputation of or be contrary to the purpose of the Society.

14. Partner Societies/Agencies/Organisations or Charities

14.1 These are organisations that do not fulfil the requirements to become either Affiliated or Associated groups but nevertheless have aims and objectives that are consonant with the Society.

14.2 Partner organisations may be either national or international and will be defined as enduring or recurring at the discretion of the Board. The list of partner organisations will be reviewed annually by the Board and recurring partner organisations will need annual reaffirmation. Enduring partner organisations will not require yearly re-affirmation by the Board.

14.3 Partner organisations should be in communication, either in person, via electronic means or by emailed report / update at least twice per year.

14.4 Partner organisations will have a meeting with officers of the BCS at least once per year.

Criteria for recognition as a Partner Organisations are as follows:

14.5 Partner organisations should be a recognised entity (either charity or registered company) within its primary jurisdiction.

14.6 Partner organisations should be proposed by a Trustee of the organisation and be affirmed by majority Board consent.

15. Subscriptions

15.1 Subscription fees and the dates for their payment may be varied by the Board at their discretion, provided that one month's notice of any increase shall be given in writing to members prior to an amount falling due for payment.

15.2 Payment of the subscription is due on admission of the individual to membership of the Society and thereafter annually on this date.

15.3 Method of payment: direct debit into the account of the British Cardiovascular Society or by credit card. Methods of payment may be varied from time to time at the discretion of the Board.

15.4 Membership category:

- Ordinary Member: a subscription is payable.
- Emeritus Member: no subscription currently payable.
- Honorary Member: no subscription currently payable.
- International Member: a subscription is payable, at the rate determined annually by the Board.
- Affiliate Member: A subscription is payable, at the rate determined from time to time by the Board.
- Associate Member: A subscription is payable, at the rate determined from time to time by the Board.
- Fellowship: a subscription is payable, at the rate determined from time to time by the Board.

- 15.5 In the event of a failed payment, the member will be temporarily removed from the membership of the Society until payment has been made. The member will still have access to their membership record, can update their data and reinstate their membership via making payment through direct debit or payment by card. A reminder communication requesting reinstatement of direct debit or payment by credit card will also be sent to the member in question. The member will remain removed from the society if subsequent payment is not made.
- 15.6 On behalf of the Board, the Honorary Secretary and the Head of Membership, they may in their absolute discretion readmit to membership of the Society any person removed on this ground on payment of the sum due or such part of the sum due, together with such penalty amount (or no penalty amount as the case may be) as the Board, the Honorary Secretary and the Head of Membership may, in their discretion, determine (Article 2.5.6 of the Articles of Association of the Society).

16. The Council

16.1 The following persons shall be members of the Council:

- The President, who shall also act as Chair of Council meetings.
- The Honorary Secretary, who shall also act as Chair of Council in the absence of the President. ▪ The Vice-Presidents of:
 - the Education Division
 - the Training Division
 - the Clinical Standards Division
 - the Corporate and Financial Affairs Division
 - the Digital Communications and Marketing Division
 - the Professional and Society Values Division
- The President, Honorary Secretary and Vice-Presidents Elect (should there be any).
- The Chair of the UK European Examination in Core Cardiology.
- Women in Cardiology Chair.
- Three Ordinary Members shall be elected by the members and hold office for up to three years.
- At the end of their term of office, they will retire at the Annual General Meeting and will not be eligible for nomination in any election process to a position on Council, excepting as an Officer, for one year.
- Of the three Ordinary Members at least two shall be based in non-surgical centres.
- Three persons (called Nominated Council members) each of whom shall be nominated by, and be elected Officers of, one of the following organisations:
 - The Irish Cardiac Society
 - The Welsh Cardiovascular Society
 - The Scottish Cardiac Society

Nominated Council members shall serve for their term of office with the nominating organisation.

- For so long as the post exists, the National Clinical Director for Heart Disease, NHS England
 - The Chair, President or similar Chief Officer of each of the Affiliated Societies, for so long as they are the chief office holder of such Society.
- 16.2 It is expected that all Council members should attend 75% of meetings. If attendance is not possible, a nominated deputy should attend.

17. The Board of Trustees

17.1 The Board has responsibility for the effective running of the society and is responsible for the appointment of the Chief Executive Officer (CEO).

17.2 The Board shall consist of:

(i) Elected Officers, who are:

- The President, who shall hold office for 3 years and then demit from Board, will hold the title of immediate past president for 1 year
- The President Elect (should there be one), who shall hold office for one year.
- The Honorary Secretary, who shall hold office for three years.
- The Honorary Secretary Elect (should there be one), who shall hold office for one year.
- Six Vice-Presidents who shall each hold office for three years and each be responsible for the direction of Divisions of the Society as follows:
 - The Education Division
 - The Training Division
 - The Clinical Standards Division
 - The Corporate and Financial Affairs Division
 - The Digital Communications and Marketing Division
 - The Professional and Society Values Division
- The Vice-Presidents Elect (should there be any), who shall hold office for one year.
- BJCA President and Chief Executive Officer are in attendance.

(ii) Non-executive Trustees who may be appointed by the Board. In exercising their power of appointment, the Board shall have regard to the desirability of appointing non- executive Trustees such as accountants, lawyers, fund raisers or investment experts or persons with other professional or business expertise which will be of benefit to the Society.

17.3 The appointment of a non-executive trustee will be for a period of three years, with the opportunity to renew for a further three years with the consent of the other trustees.

17.4 The second term of a non-executive Trustee may be extended by up to 12 months in special circumstances, at the discretion of the Board.

17.5 The selection of candidates for appointment to the Board shall be made on the basis that diversity principles are properly considered and reflected.

18. The Chief Executive Officer

18.1 The CEO acts as the principal advisor and executive officer to the Board leading the operational management of the BCS and supporting strategic vision.

18.2 In collaboration with the President, Board and Council members, the CEO is responsible for ensuring that the BCS delivers its mission and strategy. The CEO helps to shape the organisation and deliver the Society's objectives to enable the Society to remain highly relevant to its membership. The CEO will ensure good governance, and excellent working relations with the Council, the Officers and the President, working with the Board to realise their aims and ambitions, and to enable them carry out their governance functions.

18.3 The CEO's remit covers responsibility for leadership and management, finance and business, digital and IT, governance, HR, risk, operational delivery and for the performance of all BCS services working closely and in collaboration with all Officers and Trustees of the Society in respect to these activities.

19. The Operational Executive Committee

19.1 The Operational Executive Committee shall consist of:

- The CEO
- Elected Officers, who shall serve for their term of office:
 - The President.
 - The President Elect (should there be one).
 - The Honorary Secretary.
 - The Honorary Secretary Elect (should there be one).
 - Six Vice-Presidents responsible for the direction of Divisions of the Society as follows:
 - The Education Division.
 - The Training Division.
 - The Clinical Standards Division.
 - The Finance and Corporate Affairs Division.
 - The Digital Communications and Marketing Division
 - The Professional and Society Values Division
- The Vice-Presidents Elect (should there be any).
- Senior Leadership Team (as determined by the CEO)

20. The Professional Executive Committee

Membership as per Operational Executive with exception of the senior leadership team and with the addition of

- The President, Chair, or nominated deputy of the British Cardiovascular Intervention Society, the British Heart Rhythm Society, The British Society of Echocardiography, the British Society for Heart Failure and the British Junior Cardiologists' Association, who shall serve for their term of office with the nominating organisation.

21. Society Elections

21.1 Eligibility with the BCS membership to stand, nominate and vote within the Society's elections is as follows.

- **Ordinary members**
 - May stand in elections and be nominated for Officer, Council, Chair or Society Committee positions.
 - May nominate other candidates running for election.
 - May vote on the ballot for any nominated positions.
 - May attend and vote at the AGM.
- **Affiliate members**
 - May stand in elections and be nominated for Society Committee positions.
 - Cannot nominate other candidates running for election.
 - May vote on the ballot for nominated positions on Society Committees only.
 - May not attend or vote at the AGM.
- **Associate members**
 - Cannot stand in elections or be nominated for Officer, Council or Society Committee positions, or Chair positions.

- Cannot nominate other candidates running for election. ○ May vote on the ballot for any nominated positions.
- May not attend or vote at the AGM.
- **Emeritus members**
 - Cannot stand in elections or be nominated for Officer, Council or Society Committee positions, or Chair positions. ○ May be co-opted to committees only.
 - Cannot nominate other candidates running for election. ○ Cannot vote on the ballot for any nominated positions.
 - May not attend or vote at the AGM.
- **International and Honorary members**
 - Cannot stand in elections or be nominated for Officer, Council or Society Committee positions, or Chair positions.
 - Cannot nominate other candidates running for election. ○ Cannot vote on the ballot for any nominated positions.
 - May not attend or vote at the AGM

Voting rights are summarised in the table:

Category of Membership	Committees		Officers (including President)		Committee Chairs	
	Stand	Vote	Stand*	Vote	Stand*	Vote
Ordinary	✓	✓	✓	✓	✓	✓
Affiliate	✓	✓				
Associate BJCA		✓		✓		✓

* Members must hold current membership as either an Ordinary member or Affiliate member at the time of voting period opening

* Those standing for election for the role of Honorary Secretary or Vice-President, must have served as an elected or co-opted member of a committee of the Society or as a member of Council or as an Officer of an Affiliated society. Those standing for the role of President must have served as an elected or appointed member of a committee of the Society or as an Officer of an Affiliated Society.

* Other membership categories hold no voting or standing rights.

22. Appointment of Trustees, and Elected Members of Council and Committees

22.1 Vacancies arising among the elected Trustees and other positions open to election shall be filled as follows:

- The Honorary Secretary shall, at least 12 weeks before the Annual General Meeting at which the vacancies will arise, notify all Ordinary Members of any

vacancies arising on the Board, Council or the Committees due to retirement or otherwise, indicate which Trustees or Members who are retiring are eligible for re-election and invite all Ordinary and Affiliate Members to make nominations ("nomination invitation").

- The nomination invitation shall state the date by which nominations must be submitted to the Honorary Secretary, which shall be no later than four weeks after the nomination invitations were received by the Ordinary and Affiliate Members.

Nominations shall:

- Be made in such form as may be prescribed by the Board.
- Be for any vacancies arising. ○ Be for a single position within the Society.
- Be proposed by an Ordinary Member and seconded by a different Ordinary Member and supported by a personal written statement by the nominee, including a written indication of intention to stand for election as a Trustee where applicable.
- Reach the Honorary Secretary or nominated BCS representative by no later than four weeks after the nomination invitations were received, on or before the date indicated in the nomination invitations.

22.2 If there is more than one nomination received for a particular position, a ballot shall be held as follows:

- The Honorary Secretary shall, within three weeks after the expiry of the date nominations were to have been received by the Honorary Secretary, send to all eligible members at their last notified address, or via email, a notice of ballot, together with a list of nominees (for which no titles will be included; only forenames and surnames will be cited) for each vacancy for which there is competition together with the personal statement of each nominee and access to an online ballot paper containing the names of each nominee and the position on the Board, the Council or the Committees for which the nominees have been nominated ("ballot paper").
- The notice shall include a date for the completion of online ballot papers, such date being at least three weeks after the ballot papers are deemed to have been received by the eligible voting members.
- Every eligible Member shall have one vote for each vacancy to be filled.
- The Honorary Secretary or designated authority shall count the votes using a single transferrable vote system and the nominee with the most votes of the total number cast, using this system, for that position shall win the ballot. The Honorary Secretary's decision as to the winner shall be final and no appeal may be entered.
- In the event of an equality of votes for any one vacancy, the President shall have a second or casting vote.

22.3 Those nominees winning the vote together with those single nominees for which there was an uncontested election, shall be appointed to the Board or Council or the Committees.

22.4 Subject to the provisions of this Rule, if the position of an elected Trustee becomes vacant during the year for any reason, the Board may call for nominations and arrange a Ballot to elect a replacement Trustee at any time of the year or co-opt to the vacant role from outside of existing Officers pending the next annual election cycle.

22.5 New Trustees will take office, and the retiring Trustees shall cease to hold office with effect from the end of the Annual General Meeting at which they are elected or retire (as the case may be) save that:

- 22.5.1 If the office of President, Honorary Secretary or Vice-President shall become vacant for any reason during a year in which there is a President Elect, Honorary Secretary or Vice President Elect, then the position shall be filled immediately by the person holding the relevant Elect position who will serve as President, Honorary Secretary or Vice-President up to the next Annual General Meeting, in addition to the full three- year term of office subsequent to that.
- 22.5.2 If the office of President, Honorary Secretary or Vice-President become vacant for any reason during a year in which there is no President Elect, Honorary Secretary Elect or Vice-President Elect, then the Trustees will determine which of the current Officers shall assume the position of President, Honorary Secretary or Vice-President as the case may be pending the holding of an election; the duration of office of the acting President, Honorary Secretary or Vice-President in these circumstances will be determined by the Board but will include the period up to the Annual General Meeting when the newly elected President, Honorary Secretary or Vice-President assumes office.
- 22.6 The accidental omission to issue a ballot paper to any eligible Member entitled to vote shall not invalidate the Ballot or the election of the nominee to a place on the Board, Council or Committee.
- 22.7 Where elections are contested as part of the annual election cycle, the results of contested elections will be notified to members at the Annual General Meeting and subsequently by email to members along with updates on the BCS website. Where an election ballot takes place outside of the annual elections process, members will be notified by email and via the BCS website only.

23. Declaration of interest:

- All Trustees, Officers, elected members of Council and Committee members must declare any potential conflicts of interest at the time of nomination for such positions.
 - All Trustees, Officers, elected members of Council and Committee members must complete and submit a declaration of interest form on an annual basis and identify any potential conflicts.
 - Declarations of interest will be handled in accordance with the conflict-of-interest policy of the Society.
- 23.1 If the conflict of interest is deemed sufficiently significant by the Election Panel, this must be resolved by the candidate to the satisfaction of the Board prior to the nomination being accepted.
- If the conflict of interest is deemed minor by the Board, this must nevertheless be declared at the time of nomination and if the conflict becomes relevant during the Society business of the Officer, Council or Committee Member, the individual must recuse themselves from taking part in any discussion or voting on the matter.

24. Committees of the British Cardiovascular Society

The President, President Elect, Honorary Secretary, Honorary Secretary Elect, VicePresidents and Vice-Presidents Elect, are ex officio members of all Committees.

25. Rules for BCS Committees

25.1 Establishment:

- The Board may establish a committee in response to a clearly defined requirement for discussion and action within an area of interest to the Society.

25.2 Duration of office:

- The continuing requirement for a Committee shall be reviewed annually by the Board.

25.3 Chairs and membership:

- The Board shall appoint the Chairs of Committees (Education, G&P, PCM, Archives) which are not open to election by the Ordinary Membership. The Officers, having considered nominations of the Board, and the Chair of each Committee shall determine the membership of a committee as well as determining the number of positions on each committee that will be open for election by the Ordinary Members.
- Chairs of Committees are restricted to Ordinary Members of the Society.
- Committees, with the exception of the Programme Committee for the Annual Conference, should include a maximum of ten members, including the Chair. In exceptional cases, the Officers may endorse the appointment of additional members.
- Members of the Society (Ordinary Members, Emeritus Members, Affiliate Members, Honorary Members, Associate Members) except International Members may be co-opted to committees when required in order to maintain full membership of the committee and/or to provide particular expertise to the committee.
- Co-option will be at the discretion of the Chair of the relevant committee and relevant VP and Honorary Secretary.
- All Committees have 2 Resident Doctor representatives appointed jointly by the BJCA President and Committee Chair for a 3-year term

25.4 Terms of office:

- The Chair of a Committee will normally serve for a term of three years. Members will normally serve for three years. The chair or elected member may serve for an additional year if deemed appropriate by the Board.
- Co-option to a committee will ordinarily be for one year and for a specific purpose which should be explicit and could include failure to elect members
- The Board may in their absolute discretion disband a committee or remove its members (including the Chair) and replace them with other persons.
- An elected or appointed Chair of a committee may, at the discretion of the Board, have their period of office extended for up to a year.
- Elected Members of Committees will not be eligible for re-election to that committee for a period of one year following the end of their term of service.

25.5 Meetings:

- Committees will meet, either virtually or in person with a frequency determined by the Chair, based on the workload of the Committee.
- For a committee meeting to be quorate, the minimum requirement consists of the Chair, Secretary or authorised deputy, plus a minimum of 25% of the membership of the Committee. If the meeting is not quorate, then binding decisions cannot be made.
- Committee members, including the Chair, will be expected to attend a minimum of 75% of all meetings either in person or via telephone / video link. Failure to attend at this level will, at the discretion of the Committee Chair, lead to the member being stood down from membership of said Committee.

25.6 Financial decisions:

- No financial arrangements with any organisation may be enacted without the approval of the Board.

25.7 Minutes, records and reports:

- Chairs of Committees will be responsible for ensuring that minutes or records of every meeting are recorded and submitted to the Officers and for providing an annual report for the Board annual report.

25.8 Board administrative support:

- Facilities for meetings at the Society's offices or during the Annual Conference will be arranged by the Chief Executive Officer of the Society in consultation with the Chair of the Committee.
- The Society, with the agreement of the Chief Executive Officer, will provide secretarial services for the typing of minutes, correspondence and reports, when requested.

25.9 Expenses:

- The Society will reimburse travelling and subsistence expenses from within the United Kingdom for members of Committees and Working Groups for meetings not held at the time of the Annual Conference in line with the BCS Travel Expenses policy. Members meeting at the Annual Conference will be expected to meet their own expenses.

26. Rules for BCS Working Groups

- The President, in agreement with the Board, may establish a Working Group in response to a perceived short-term issue requiring a Trustee report. Continuation of the working group beyond 12 months requires endorsement by the Board.
- The duration of a Working Group and the number of meetings to be held shall be decided by the Chair of the Working Group
- Chairs of Working groups are restricted to Ordinary and Affiliate Members of the Society
- Working groups should include a maximum of ten members, including the Chair. In exceptional cases, the Officers may endorse the appointment of additional members.
- Members of the Society (Ordinary Members, Emeritus Members, Affiliate Members, Honorary Members, Associate Members) except International Members may be co-opted to Working Groups when required in order to maintain full membership of the Working Group and/or to provide particular expertise to the Working Group.
- Co-option will be at the discretion of the Chair of the relevant Working group, relevant VP and Honorary Secretary.

26.1 Terms of office:

- The Chair and members of a Working Group will normally serve for the term of the group.
- Co-option to a Working Group will be for the duration of the Working Group.
- The Board may in their absolute discretion disband Working Group or remove its members (including the Chair) and replace them with other persons.

26.2 Meetings:

- Working Groups will meet, either virtually or in person with a frequency determined by the Chair, based on the workload of the Working Group.
- Arrangements for Working Group meetings will normally be decided by the Chair

- For a Working Group meeting to be quorate, the minimum requirement consists of the Chair, Secretary or authorised deputy, plus a minimum of 25% of the membership of Working Group. If the meeting is not quorate, then binding decisions cannot be made.
- Working Group members, including the Chair, will be expected to attend a minimum of 75% of all meetings either in person or via telephone / video link. Failure to attend at this level will, at the discretion of the Working Group Chair, lead to the member being stood down from membership of said Working Group.

26.3 Financial decisions:

- No financial arrangements with any organisation may be enacted without the approval of the Board.

26.4 Minutes, records and reports:

- Chairs of Working Groups will be responsible for informing the Officers on the progress of their project and for the preparation of the Board' report.

26.5 Administrative support:

- Facilities for meetings at the Society's offices or during the Annual Conference will be arranged by the Chief Executive Officer of the Society in consultation with the Chair of the Working Group.
- The Society, with the agreement of the Chief Executive Officer, will provide secretarial services for the typing of minutes, correspondence and reports, when requested.

26.6 Expenses:

- The Society will reimburse travelling and subsistence expenses from within the United Kingdom for members of Working Groups for meetings not held at the time of the Annual Conference in line with the BCS Travel Expenses policy. Members meeting at the Annual Conference will be expected to meet their own expenses.

27. Rules for BCS Working Parties

27.1 Establishment:

- Board may establish BCS Working Parties across areas of clear common and recurring interests which crosses the interests of both the BCS and one or more of the Affiliated Societies with the objective of developing policy, guidelines and advising Council.
- Working parties will normally be set up in response to an enduring requirement (as distinct from working groups). However, continuation of the Working Party beyond 12 months requires endorsement by the Board of the BCS and the constituent Affiliated Societies on a yearly basis.
- The duration of a Working Party and the number of meetings to be held shall be decided by the members of the Working Party.

27.2 Chairs and membership:

- The members of the Working Party shall elect/agree the Chairs of Working Parties from amongst the members of the Working Party.
- The chair will be endorsed by the Board of the British Cardiovascular Society.
- Chairs of Working Parties are restricted to Ordinary Members of the Society, members of the affiliated Societies by appointment of the BCS, or Affiliate members of the Society who have previously served on a committee.

27.3 Terms of office:

- The Chair of a Working Party will normally serve for a term of three years. This may be renewable for a further term for appointed Chairs by agreement of the President, Honorary Secretary and Board. Members will normally serve for three years.
- The Board may in their absolute discretion disband a Working Party or remove its members (including the Chair).

27.4 Meetings:

- Working Parties will meet virtually with a frequency determined by the Chair, based on the workload of the Working Party.
- For a Working Party meeting to be quorate, the minimum requirement consists of the Chair or authorised deputy, plus a minimum of 25% of the membership. If the meeting is not quorate, then binding decisions cannot be made.
- Working party members including the Chair, will be expected to attend a minimum of 75% of all meetings. Failure to attend at this level will, at the discretion of the working party, lead to the member being stood down from membership of said Committee or Working Party.

27.5 Financial decisions:

- No financial arrangements with any organisation may be enacted without the approval of the Board.

27.6 Minutes and reports:

- Chairs of Working Parties will be responsible for informing the Officers on the progress of their project and for the preparation of the Trustees annual report.

27.7 Administrative support:

- The Society, with the agreement of the CEO, will provide administrative services for the typing of minutes or actions and scheduling of meetings when requested.

28. Annual Conference

28.1 An Annual Conference shall be held.

28.2 The cancellation of an Annual Conference shall only occur with majority consent of the Board

28.3 Non-members may attend and they may take part in discussions and make presentations.

28.4 The Programme Committee shall be responsible for development of the scientific and educational content of the Conference programme and liaise with the Conference Logistics Committee (CLoC) with regards to the organisation, management and smooth running of the Conference.

28.5 There shall be a fee for attendance at and for participation in the Conference by the giving of research papers etc. which shall be set by the Board.

28.6 All members, Affiliated Societies and invitees may make written proposals to the Programme Committee, in the time periods set by the Programme Committee each year, as to training or continuing professional development sessions, original research papers, educational communications or scientific reviews that they may wish to present at the Conference.

28.7 The Programme Committee shall develop objectives for individual sessions and activities. It is at the discretion of the Chair of the Programme Committee that presentations made at the Conference shall be spoken in English and all speakers shall adhere to the timetable and agenda of the Conference.

28.8 The Programme Committee shall decide whether proposals submitted reach the criteria or standards required and may accept or reject sessions, speakers or Chairs at their discretion.

29. Publicity/Media

29.1 No reporters, newspaper media or other media representatives shall be permitted to be present at general meetings of the Society, and no report of proceedings at the annual general meetings shall be published save with the consent of the Board.

29.2 Trustees, Staff, Officers, elected, appointed members of Council and Committees may engage freely with social media. They should, however, immediately inform the Board of any activity on social media which is likely to cause reputational damage to, embarrassment to, or conflict directly with the aims and objectives of the Society.

29.3 Where activities by staff, officers elected and appointed individuals on social media are deemed to have brought the society into disrepute the society reserves the right to take such action as is deemed necessary, proportionate and appropriate as defined by the circumstances.

29.4 No activities from BCS council, committees or boards should be made available on social media without the express consent of the chair.

30. Society Awards

▪ Mackenzie Medal

The Board will award the Mackenzie Medal at the Annual Conference to an individual who has made an outstanding contribution to the field of cardiovascular medicine.

The award of the Mackenzie Medal will be at the gift of the Board and must be affirmed by the Board.

The Board will award two Mackenzie Medals per year but may vary this number with the agreement of the Board on any year in the event of extenuating circumstances.

▪ Honorary awards

The BCS has three honorary awards which it may bestow on individuals who have made an exceptional contribution to the work of the BCS and/or the field of UK cardiology.

• Honorary membership

The award, by the Board, of Honorary Membership provides a means by which the Society can recognise individual contribution to and significant relationship with the society.

Demitting BCS non-executive Trustees will ordinarily be awarded Honorary Membership on completion of their appointed term of office.

Candidates for Honorary Membership may be nominated by an Ordinary Member of the Society on the basis of a written citation submitted to the Board. Honorary Membership is for life and entitles the individual to receive all electronic communications from the Society (excluding Heart and Open Heart). Honorary Members are not Companies Act members of the Society and accordingly shall not be entitled to attend or vote at the Annual General Meeting and are not entitled to nominate Officers or Ordinary Members for a seat on the Board or Committees of the Society. They are also not entitled to any of the benefits to Members, including eligibility to vote or stand in elections for Officers, Chairs, or membership of Committees of the Society.

- **Honorary Fellowship of the British Cardiovascular Society, FBCS(Hon)**

The award, by the President (in consultation with the Honorary Secretary and CEO) of Honorary Fellowship of the British Cardiovascular Society, FBCS(Hon), provides a means by which the Society is able to recognise individuals, usually reserved for international colleagues, who have made an outstanding contribution to leadership in cardiology and to the work of the BCS. Such individuals will ordinarily be in leadership positions (e.g. President) of their respective national society (e.g. ACC, ESC, ICS).

FBCS(Hon) will carry certain privileges which will be prescribed by the Board and will include the right to use the post-nominal letters FBCS(Hon) in their professional activities as well as on communications, such as headed paper, email signatures etc.

Honorary Fellowship is for life and entitles the individual to receive all electronic communications from the Society (excluding Heart and Open Heart). Honorary Fellows are not Companies Act members of the Society and accordingly shall not be entitled to attend or vote at the Annual General Meeting and are not entitled to nominate Officers or Ordinary Members for a seat on the Board or Committees of the Society. They are also not entitled to any of the benefits to Members, including eligibility to vote or stand in elections for Officers, Chairs, or membership of Committees of the Society. Honorary Fellows may also be Ordinary or International members and therefore continue to receive benefits associated with that membership category for the duration of that membership.

- **Senior Fellowship, sFBCS**

The award by the President (in consultation with the Honorary Secretary and CEO) of Senior FBCS will be awarded to demitting Officers of the Society (to include the President, Hon Secretary, Vice-Presidents of the Divisions and individuals who have made an outstanding contribution to the leadership in the society).

sFBCS will carry certain privileges which will be prescribed by the Board and will include the right to use the post-nominal letters sFBCS in their professional activities as well as on communications, such as headed paper, email signatures etc.

The award of sFBCS is for life and entitles the individual to receive all electronic communications from the Society (excluding Heart and Open Heart). Senior Fellows, who are not current Ordinary members, are not Companies Act members of the Society and accordingly shall not be entitled to attend or vote at the Annual General Meeting and are not entitled to nominate Officers or Ordinary Members for a seat on the Board or Committees of the Society unless they are current BCS members. sFBCS does not entitle the holder to any of the benefits to Members, including eligibility to vote or stand in elections for Officers, Chairs, or membership of Committees of the Society.

Aug 2026

Appendix 1: BCS Member Benefits

This Appendix summarises the benefits available to BCS members by category. Membership is available in multiple categories (Ordinary, Affiliate, International, Emeritus and Associate (BJCA)) with benefits allocated accordingly.

Membership categories and available benefits

Benefit	Ordinary	Affiliate	Associate BJCA	International	Emeritus
Online member area	✓	✓	✓	✓	✓
Free early bird conference access	✓		✓		
Reduced early bird conference access		✓		✓	✓
Reduced course rates	✓	✓	✓	✓	
Digital Knowledge Hub access	✓	✓	✓	✓	✓
Access to the BCS Mentoring Scheme	✓	✓	✓		
BCS Emerging Leaders Programme	✓	✓	✓	✓	
Free access to various Publications and Journals, including Heart Journal, JACC & ESC Textbook	✓		✓	✓	
HRUK & VCACC fellowship opportunities	✓	✓	✓		
Free access to online training programmes (ACHD, SCMR & SCCT)	✓		✓	✓	
Access to apply for Fellowship of the BCS	✓			✓	✓
BCS News and Communications	✓	✓	✓	✓	✓

Category of Membership	Committees		Officers (including President)		Committee Chairs	
	Stand	Vote	Stand*	Vote	Stand*	Vote
Ordinary	✓	✓	✓	✓	✓	✓
Affiliate	✓	✓				
Associate BJCA		✓		✓		✓

1. Core membership benefits

1.1 Access and resources

- BCS Website Member Area: Online account with full access to member-only digital content.
- Digital Knowledge Hub (DKH): Free access to BCS's online educational platform.
- BCS News and Communications: regular updates and member communications

1.2 Publications

- Access to Heart Online and Open Heart Online and access to key cardiology journals for Ordinary, Associate BJCA and International members.
- Discounted print subscription to Heart Journal: reduced rate for physical journal subscription.

2. Educational and Career development benefits

2.1 Event participation

- Free early bird access to the BCS Annual Conference for Ordinary and Associate BJCA members.
- Reduced early bird registration to BCS Annual Conference for Affiliate, International and Emeritus members.
- Reduced member rates for BCS Courses: lower fees on professional courses and workshops.

2.2 Programmes and schemes

- BCS Mentoring Scheme: access to career mentoring and development support.
- BCS Academy, including the Emerging Leadership Programme and external fellowship opportunities such as HRUK and VCACC.

3. Additional member benefits

3.1 Tax and financial

- Tax relief eligibility: Eligible members may claim tax relief on membership fees where applicable.

3.2 Facility and service discounts

- Discounted meeting room bookings: special member rates for venue hire at BCS Headquarters: 9 Fitzroy Square, London.