

**CONSTITUTION OF PSYCHOLOGY PRIVATE AUSTRALIA
INCORPORATED**

As revised on 24 August 2005

1. NAME

The name of this organization shall be “Psychology Private Australia Incorporated”. Hereafter the term “the Organisation” will signify Psychology Private Australia Incorporated.

2. OBJECTS

- (a) To maintain and advance the standards of practice in the profession of psychology.
- (b) To maintain and advance the standard and quantum of community mental health services.
- (c) To encourage cordial relations among members of the profession of psychology.
- (d) To promote the interests of psychologists in private practice.
- (e) To act on behalf of one or more of the constituent bodies, on request from such bodies.
- (f) To enter into association with any body whose aims are similar to those of the Organisation.
- (g) To receive and disseminate information.

3. MATTERS OF VITAL INTEREST

If any constituent body gives notice, either in writing to the Secretary, or through a member of Council appointed by that constituent body, declaring that a matter is of vital interest to or primarily a domestic concern of that constituent body, no decision thereon shall be made without the concurrence of that constituent body or its appointee as the case may be.

4. MEMBERS

- (a) Subject to the provisions hereinafter contained the Organisation shall consist of the following bodies,

<u>State or Territory</u>	<u>Acronym</u>	<u>Incorporation Name</u>
Queensland	APPP(Q)	Association of Private Practising Psychologists (Qld)
New South Wales	ACPCP(NSW)	Australian College of Private Consulting Psychologists (NSW)
Australian Capital Territory	ACPCPP(ACT)	The Australian College of Psychologists in Clinical Private Practice (ACT)
Victoria	ACPCPP(VIC)	The Australian College of Psychologists in Clinical Private Practice (Vic)

Tasmania	PPATAS	Psychology Private Australia Tasmania
South Australia	IPPP	Institute of Private Practising Psychologists
Northern Territory	APPP(NT)	Association of Private Practising Psychologists

and such other associations, colleges, institutes, societies, or groups now in existence, or hereinafter to be formed, as may be invited to apply for admission and who may be admitted to membership of the Organisation by a majority vote of all members of the Council (as provided in Clause 6).

- (b) Each of such bodies as is a member of the Organisation is included in the term “constituent bodies”.

5. CESSATION OF MEMBERSHIP

- (a) A constituent body may withdraw from the Organisation by giving not less than six months notice in writing to the Secretary.
- (b) Unless the Council at any time otherwise determines, a constituent body shall be deemed to have withdrawn from the Organization if its contribution to the funds of the Organisation for any year remains unpaid for a period of six months after notice from the Treasurer as provided in Clause 10 hereof.

6. COUNCIL

- (a) There shall be a Council of the Organisation which shall consist of the Officers as elected under Clause 7 and two members appointed by each constituent body.
- (b) Each constituent body shall appoint two members to the Council who shall take office at the beginning of the Executive General Meeting of the Organisation next following their appointment. Such appointment shall be made in writing to the Secretary at least fourteen days before the said Executive General Meeting.
- (c) Every member of the Council shall be a member of the body by which the member is appointed and shall hold office in the Organisation’s Council until the beginning of the Executive General Meeting next following that at which they took office as a Council member, unless:
- (i) The member ceases to be a member of the body by which the member was appointed; or
 - (ii) The member resigns office by notice in writing sent to the Secretary; or
 - (iii) The member is removed from office by the body which appointed the member; or
 - (iv) The body which made the appointment ceases to be a member of the Organisation.

- (d) The administration of the affairs of the Organisation shall be vested in the Council.
- (e) The members of the Council may meet together for the despatch of business, adjourn and otherwise regulate their meetings as they think fit. A quorum for a meeting of the Council shall be a majority of members. Each member of the Council shall have one vote. The Chairperson shall not have a casting vote.
- (f) The Council may appoint such sub-committees consisting of such persons as it may see fit to advise it on any matter concerning the Organisation.
- (g) Any casual vacancy shall be filled by the body by which the former member of the Council was appointed.
- (h) Any body may appoint an alternative member or members to attend any meeting of the Council.

7. OFFICERS

- (a)
 - (i) There shall be a President, a Vice-President, a Secretary, a Treasurer and a Public Officer each of whom shall be elected by the Council at the Executive General Meeting.
 - (ii) The Public Officer may be one of the other Officers.
 - (iii) These Officers together shall constitute the Executive Committee.
- (b) Every such Officer shall be a member of the Council. Each such Officer shall hold office until the elections are held at the Executive Annual Meeting following the Officer's election, unless
 - (i) The Officer ceases to be a member of a constituent body; or
 - (ii) The Officer by writing, resigns his/her office; or
 - (iii) The constituent body of which the Officer is a member ceases to be a member of the Organisation.
- (c) Any casual Executive vacancy may be filled by the Council and the person so appointed shall hold office upon the same conditions as and for the balance of the term of office of the predecessor.

8. ADMINISTRATIVE OFFICER

- (a) There may be an Administrative Officer of the Council who need not be a member of a Constituent Body.
- (b) An Administrative Officer shall be appointed by the Council and shall hold office on such terms as the Council shall determine.
- (c) An Administrative Officer may be paid such reasonable remuneration and expenses as the Council may from time to time determine

- (d) The Council may appoint _____ other staff as necessary to assist the Administrative Officer or to work directly to the Council or to a Sub-Committee of Council.

9. AUDITOR

An Auditor shall be appointed by the Executive General Meeting. The Auditor shall not be a member of the Council. The Auditor shall audit and certify an Executive statement of the finances of the Council. A vacancy in the appointment of the Auditor shall be filled by the Council.

10. FINANCE

- (a) Each constituent body shall in each year contribute to the funds of the Organisation such sum as the Council at its Executive General Meeting shall for the following year determine. If no such determination is made the contributions of the respective constituent bodies shall be the same as those for the previous year.
- (b) The Council shall open and operate on such bank accounts as it shall think fit.
- (c) If the contribution of a constituent body remains unpaid for a period of six months after notice from the Treasurer requesting payment thereof, and directing attention to the provisions of this sub-clause, such body or its representative shall not, whilst such contribution remains unpaid, exercise any rights under this Constitution.

11. MEETINGS

- (a) Of Council
- (i) Subject to the next succeeding clause, the Council shall be summoned at such times, to such places or to meet by such means and upon such notices as the President directs.
- (ii) Except as provided elsewhere in this Constitution, questions arising at any meeting of the Council or of the Executive Committee shall be decided by a majority of votes.
- (iii) The President shall, upon request from a constituent body setting forth with reasonable particularity the purpose thereof, call a meeting of the Council by what means and at such place and time as the President shall appoint.
- (iv) A Notice summoning a meeting of the Council shall delineate the purpose of such meeting.
- (v) Ordinarily one Month's notice shall be given of a meeting.

(b) Of Congress

(i) There shall be held an Organisation Congress of members of all constituent bodies and of non-member psychologists and associates approximately every 18 months to 2 years.

(ii) Each constituent body in turn, shall be responsible for mounting the Congress on behalf of the Organisation at no cost to the Organisation, but with the Organisation providing appropriate “seeding” funds as an advance. Any profits from a Congress shall be the property of the constituent body mounting the Congress.

(c) Of members of a Congress

Following an Executive General Meeting, there shall be an ordinary meeting of members of a Congress, the agenda of the meeting being business from a preceding Congress or matters arising from the current Congress not being Executive General Meeting items. All Congress members who have current full membership of a constituent body, may vote.

12. EXECUTIVE GENERAL MEETING

(a) There shall be an Executive General Meeting of the Organisation to be held during a Congress of the Organisation.

(b) Other members of constituent bodies may attend the Executive General Meeting and may speak but shall not vote.

(c) The business at such meeting shall be:

(i) Consideration of the President’s Report of the period since the last Executive General Meeting;

(ii) Consideration of the Accounts of the Organisation and Auditor’s Report thereon;

(iii) Consideration of any special business of which notice shall have been given to the Secretary by a constituent body or another member of the Executive, not less than fourteen days before the date fixed for the meeting.

(iv) Appointment of Auditor;

(v) Fixation of amount of financial contribution by constituent bodies;

(vi) Any other business which the President desires or permits to have considered at the meeting, subject to the agreement of a majority of Council members present;

(vii) Election of Officers.

(d) Notice shall be given of such meeting to each constituent body at least one month prior to the date fixed for the meeting.

(e) When notice of special business is given pursuant to paragraph (iii) of sub-clause (c) of this clause, the earliest notice which can reasonably be given by the Secretary shall be given.

13. AMENDMENT OF CONSTITUTION

- (a) The Constitution may be amended by resolution assented to by a two-thirds majority of members of Council at an extraordinary meeting of Council, and with all constituent bodies being represented in person or by proxy.
- (b) Each constituent body must be given sixty (60) days notice of such extraordinary meeting of Council.

14. DISSOLUTION

- (a) At a meeting of Council called for the purpose of dissolving the Organisation the meeting may by resolution, but not otherwise, determine to dissolve the Organisation, by a majority of two thirds of those attending and voting.
- (b) Upon such determination the meeting shall direct the determination and adjustment of outstanding charges amongst the constituent bodies, the manner in which the property and assets of the Organisation are to be realized, the payment of all debts and liabilities of the Council, and the distribution of any surplus in such manner as the meeting may determine.
- (c) Immediately such directions have been executed the Secretary shall report the same to the President and to the constituent bodies and thereupon the Organisation shall be dissolved.
- (d) The Public Officer shall attend to consequential matters relating to incorporation and de-incorporation.