



ASSOCIATION OF DOGS AND CATS HOMES

CONSTITUTION

Purposes of the Association of Dogs and Cats Homes (ADCH)

1. The purposes of the ADCH are to:
 - a. Develop good practice and influence others working in the rescue and/or rehoming of dogs and cats.
 - b. Address common problems and issues (e.g. micro-chipping, neutering, VAT and Gift Aid).
 - c. Explore and, where appropriate, negotiate price reductions through economies of scale.
 - d. Exchange information and provide mutual support where practicable, which may include the movement of dogs and cats.
 - e. Combine resources to encourage workable, welfare enhancing legislation.
 - f. Exchange knowledge in construction and refurbishment of facilities.
 - g. Where appropriate and agreed, represent the views of members in furtherance of the work in the dog and/or cat rescue and rehoming community.
- NB: Membership of the ADCH does not imply or provide a 'Quality Mark' and must not be used to imply such.

Finances of the Association

2. The Association is a 'not for profit' organisation and any surplus funds will be utilised for the benefit of animal welfare objectives either within member organisations, or within the animal welfare sector, as approved by the members.

Membership

3. To qualify for membership, an organisation must comply with all of the following:
 - Be a registered charity or a not for profit organisation, or have an appropriate and relevant status and objectives in their country of origin.
 - Be involved in, or actively supportive of, the rescue and/or rehoming of dogs and/or cats.
 - Conform to, or actively promote, the Association's Code of Practice and any future 'good standards' publications produced.
 - Comply with all current animal welfare related legislation.
 - Have its own premises, rent premises or aspire to have its own premises; or use or promote facilities, or premises, which meet the standards required by the Association.

4. Applications for membership must be made to the Secretary. When the Secretary receives an application for membership, a visit will be arranged so that at least two members of the Association, one of whom must be a Member of the Executive Committee, can meet with the applicant at their location. The visiting members will assess the applicant organisation against the criteria set out in the New Member Visit Report. The Executive Committee will then be presented with a proposal and recommendation and vote on whether or not to approve the application.

5. Members will be required to pay an Annual Subscription, the amount of which will be reviewed and approved at an AGM. Invoices for subscriptions will be issued by the 30th April each year. Any member failing to pay their annual subscription by the 31st July in any year may, at the discretion of the Executive Committee, have their Membership revoked at the subsequent renewal date

Executive Committee Membership

6. The number of Members which may be appointed to the Executive Committee is set by the Executive Committee.

7. The Executive Committee has the power to:
 - Appoint new ADCH members.
 - Appoint members to the Executive Committee.
 - Terminate Membership for non payment of subscriptions or failure to comply with the standards set out in the Association's Code of Conduct.
 - Agree the programme of events of all meetings.
 - Set the level of subscription to be ratified at the AGM.
 - Approve expenditure.

8. All voting is on the basis of one member one vote. A simple majority is required to carry or reject any proposal. In the event of a tie the Chairman shall have a second and/or casting vote.

9. If any Executive Committee Member is absent for 2 consecutive meetings, the Secretary will make enquiries. If, subsequently, an Executive Committee Member is absent from a further meeting, that member may, subject to a vote by the Executive Committee, be removed from the Executive but will be eligible to stay as a Member of the Organisation if all fees are duly paid..

Meetings

General Meetings

10. There will be two General Meetings per year, which will normally be held in April and October.

Executive Committee Meetings

11. There will be two Meetings of the Executive Committee per year, which will normally be held in January and July. Where space and agenda allows, non-executive members may also be invited to attend.

Annual General Meeting

12. There will be one AGM per year which will normally be held in April.

Chairman and Secretariat

13. The Chairman and Secretary may come from the same organisation. The Chairman and Vice Chairman require annual re-election at the AGM and must come from the Executive Committee. There is no designated length of term for any post.

14. The Association may have a President or Presidents who, having been elected at an AGM, could be invited to chair AGMs and represent the Association at formal occasions.

Amendments to the Constitution & Code of Practice

15. Changes to this Constitution and the ADCH Code of Practice will be presented to, and agreed by the membership at an AGM.