



CONSTITUTION

NAME

The name of the Partnership shall be Halton Sports Partnership (hereinafter called the HSP).

AIM

To support, promote, and represent the role of the voluntary sector in the delivery of sport in Halton.

DEFINITIONS

Halton Sports Partnership Executive Committee (HSPEC)

The executive committee is made up of elected members who drive forward sporting initiatives, and provide a collective view of local sport dealing with aspects of facility provision, trends and demands, areas of concern and priority, publicity, inclusion, increasing participation and lobbying on behalf of sport.

Halton Sports Partnership (HSP)

This relates to the wider voluntary sporting partnership. Halton Sports Partnership provides an open membership, which is accessible to the voluntary sport community of Halton through the identified affiliation process.

I. OBJECTIVE

- a. To provide a Sports Forum to share good practice
- b. To contribute to the strategic development of sport by linking with other bodies as appropriate.
- c. To act as a lobby for sport
- d. To provide training and development opportunities for volunteers, club administrators, officials and coaches.
- e. To assist and support with access to funding.
- f. Equality of opportunity and access for all.
- g. To raise the profile of sport and its value both within and outside the sports environment.
- h. To support the vision and objectives of the Halton Sports Strategy.

2. MEMBERSHIP OF THE SPORTS PARTNERSHIP (HSPEC)

- a. Minimum number of members on the group shall be 10.
- b. Membership of the Sports Partnership shall consist of one member representative from the following sporting development forums or groups:

- Rugby League
- Rugby Union
- Football
- Cricket
- Netball
- Hockey
- Swimming
- Disability Sport
- Athletics
- Tennis
- Table Tennis

- c. In addition, the partnership will elect annually a chairperson. In the absence of the Chair the Vice-Chair will act as Chair.
- d. One senior officer from the Local Authority will attend for guidance and support.
- e. The structure and membership of the HSPEC will be reviewed by the group every 12 months (in Sept) to ensure its effectiveness.
- f. Following the apologies of three consecutive meetings a member's representation on the group will be reviewed.

3. AFFILIATION TO THE PARTNERSHIP (HSP)

All sporting organisations actively operating within the Borough of Halton may apply for affiliation to the HSP, subject to the organisation agreeing to abide by any regulations which may be made by the HSPEC as to membership, and subject also to the HSPEC retaining the right to reject any application for affiliation, if, in the opinion of the HSPEC there are reasonable grounds for doing so.

4. SUB-COMMITTEES (HSPEC)

- a. The HSPEC shall have the power to appoint Sub-Committees as they think fit, and may delegate to such Sub-Committees such power as they from time to time think desirable.

5. OFFICERS

- a. The Officers of the HSPEC, who shall serve in an honorary capacity, shall be Chairman, Vice-Chairman, Secretary, and Treasurer, and such other officers of the HSP may from time to time appoint. All Officers will be elected or re-elected annually at the Annual General Meeting of the HSPEC.
- b. All members are entitled to one vote and in the event of a tie the Chair has the casting vote.
- c. Election of representatives will be directed through development forums or groups.
- d. All group members will serve for a period of 12 months, at which point membership will be reviewed.

6. MEETINGS

- a. There shall be an Annual General Meeting, to be held in the month of September.
- b. HSPEC meetings will be held quarterly.
- c. At least 14 clear days notice shall be given in writing with an Agenda, in the case of a General Meeting, Executive Meetings or an Annual General Meeting. Dates of meetings will be scheduled at least one month in advance.

7. CIRCULATION OF PARTNERSHIP MINUTES

- a. A copy shall be sent to all Partnership members and the following distribution list:

MERSEYSIDE SPORT
 SPORT ENGLAND
 HBC/LSP - Strategy, Policy & Partnership
 HBC – Executive Board Member responsible for Sport
 HBC – School Games Organiser
 HBC – Director of Public Health
 HSP – HSP website

8. QUORUM

- a. The HSPEC will be quorate if at least 5 members are present.

9. FINANCES

- a. The Partnerships Financial Year shall run from 1st April to 31st March.
- b. All affiliated organisations shall be required to pay such membership fees as decided at the Annual General Meeting. Fees are payable on demand.

- c. The Treasurer shall keep proper books of accounts and shall advise and report to the HSPEC on all financial matters and shall report to the Annual General Meeting an audited statement of accounts.
- d. Halton Sports Partnership operate under the bank account name of Halton Sports Council.

10. ALTERATIONS TO THE CONSTITUTION

- a. These may only be made at an Annual or an Extraordinary General Meeting by a two-thirds majority of those present.
- b. Notice of any proposed alteration shall be submitted in writing to reach the Honorary Secretary not less than 4 weeks before the date of the Annual or Extraordinary Meeting called for that purpose.

11. DISSOLUTION

- a. A motion to dissolve HSP may only be made at an Extraordinary General Meeting or Annual General Meeting.
- b. To affect dissolution at least three quarters of those present and voting at the meeting shall vote in favour of the dissolution.
- c. If a motion to dissolve the HSP is carried by the said majority the HSPEC surplus funds, property and assets (if any) shall be disposed of by distribution to any other Community Amateur Sports Clubs or Charitable Sporting Organisation sharing the same aims and objectives as the HSP.

Signed.....

Print.....

Dated.....

Signed.....

Print.....

Dated.....

HALTON SPORTS PARTNERSHIP MEMBERSHIP STRUCTURE

