

b. In addition to the Annual Meeting, the Sport Richmond shall meet in the months of March, June and December each year, and at such other times as the Chairman, in consultation with the Board may consider necessary. A special meeting shall be called by the Secretary within two weeks of receipt of a written request for such meeting from not less than 7 members of the Sport Richmond. The reason(s) for such request must be given and the meeting shall confine its business to that arising directly from reason(s) given.

c. The Secretary shall ensure that members have as much notice as possible of the date and place of meetings of Sport Richmond and the matters to be discussed. A copy of the minutes of all Sport Richmond meetings shall be sent to all affiliated organisations.

d. Decisions at meetings shall be made by a simple majority of votes of all those present and entitled to vote. The Officers shall each have a vote and, in the event of equality of votes the Chairman shall have, in addition, a casting vote.

e. The Board shall be authorised to act in matters of urgency occurring between meetings, reporting back to the next meeting of Sport Richmond.

7. Finance

The Sport Richmond Financial year shall run from 1st April in each year to 31st March. All affiliated organisations shall pay an affiliation fee to be fixed by Sport Richmond and reviewed, as necessary, from time to time. The income and property of the Sport Richmond shall be applied solely towards the carrying out of the object of Sport Richmond as set out in this Constitution and no portion thereof shall be paid or 'I transferred, directly or indirectly, by way of dividend, bonus or otherwise by way of profit, to the members of affiliated organisations. The affiliation fee shall normally become due on 1st January each year.

8. Amendment to rules

Amendments to rules may be made only at the Annual meeting or at a Special Meeting; called under paragraph 6(b) above and such amendments shall be circulated by the Secretary to all members (and to affiliated organisations for the purpose only of the submission to the Sport Richmond Board by any such organisations of observations on any proposed amendment) at least fourteen days before the said Annual or special meeting.

9. Dissolution of Sport Richmond

In the event of the Sport Richmond being dissolved, any property or monies remaining after its debts and liabilities have been settled shall be paid to the London Borough of Richmond upon Thames to be used in the furtherance of sport within the Borough.

London Borough of Richmond upon Thames

Sport Richmond

formerly Richmond Sports Council

Constitution and Rules



Constitution and Rules

1. Name

The name of the body shall be 'Sport Richmond', formerly the Richmond upon Thames Sports Advisory Council.

2. Aim

The Aim of Sport Richmond is to help to enhance the resources available to sport in the Borough of Richmond upon Thames. Sport Richmond expects as a right to be consulted and involved in any major new initiatives and developments.

3. Objects

The objects of Sport Richmond shall be:

- a. To encourage equal opportunities for sporting activities within the Borough by promoting participation by all levels of the community in them.
- b. To ensure existing facilities are properly maintained and improved, and examine the need for provision of new facilities by offering advice to the Borough Council and other organisations.
- c. To provide the Borough and any other interested organisations with a body of opinion reflecting generally the views, of the local sports interests on matters concerning the development of sport and recreation in the Borough.
- d. To disseminate the aims of Sport England and take such action as Sport Richmond deems necessary on reports and recommendations from organisations dealing with sports in the Borough.
- e. In consultation and collaboration with the Borough Council and other bodies, to promote physical recreation and to encourage school leavers, young people and adults to continue actively to participate.
- f. To assist with the dissemination of information on available sporting facilities and opportunities, and to maintain an up-to-date record of sporting organisations.
- g. To assess and help cater for the sporting needs of the London Borough of Richmond upon Thames.
- h. To assist in seeking funding from the Lottery and other bodies to help in promoting the aims of Sport Richmond.
- i. To work closely with Sport England in implementing policies and proposals which accurately reflect everyone's ability, needs and aspirations.
- j. To do research, monitor and evaluate the sports provision within the Borough to assist in delivering programmes and an environment, with the help of participating affiliated organisations, that will encourage the development of world-class performers.

These objects shall not be interpreted so as to conflict with the objects of any bodies represented on Sport Richmond.

4. Membership of Sport Richmond

Affiliated membership of Sport Richmond shall be open to all Sports and Youth organisations represented or actively operating or intending to operate within the area of the Borough, subject to the organisation agreeing to abide by any regulations made by Sport Richmond as to membership, and subject also to Sport Richmond retaining the right to reject on a simple majority any application for membership if in the opinion of Sport Richmond there are reasonable grounds for doing so.

Sport Richmond shall review at its Annual Meeting the list of affiliated organisations and make such alterations, as it may consider necessary.

5. Constitution of the Sport Richmond Board

The Board of Sport Richmond shall be constituted as follows:

- a. The Officers of Sport Richmond who will be the Chairman, Vice-Chairman, Secretary and Treasurer who will serve in an honorary capacity.
- b. One or more representatives from the affiliated sports clubs in the Borough of Richmond upon Thames.
- c. Two elected representatives (from different political parties) from the London Borough of Richmond upon Thames Education, Arts and Leisure Scrutiny Committee.
- d. The nominated Officer from LBRUT Education, Arts and Leisure Department who will usually be the Head of Sport and Fitness (non-voting).
- e. The Board may from time to time co-opt or appoint other members to the Board and form Sub-committees as appropriate.
- f. Members of the Board may serve for a period of up to three years before becoming available for re-appointment.
- g. An Honorary President and Vice-Presidents may from time-to-time be nominated and appointed.

6. Meetings

a. The Annual Meeting of Sport Richmond, which shall be notified to all Member Organisations actively operating or intending to operate within the area of the Borough, shall be held in the month of October, with only affiliated members permitted to vote in order:

- i. To appoint or reappoint as necessary the Chairman, Vice-Chairman, Secretary and Treasurer if retiring by rotation:
 - ii. To receive and approve the Chairman's report;
 - iii. To receive and approve the annual accounts;
 - iv. To elect such other officers as may be considered desirable;
 - v. To consider any other matters pertinent to the meeting.