

THE EAST AND NORTH YORKSHIRE WATERWAYS PARTNERSHIP

CONSTITUTION

1.0 NAME

- 1.1 The Partnership is called the East and North Yorkshire Waterways Partnership, hereinafter called 'The Partnership'.

2.0 STATUS

- 2.1 The Partnership is an unincorporated stakeholder partnership.

3.0 GEOGRAPHICAL REMIT

- 3.1 The geographical area covered by the Partnership includes the whole of the East Riding of Yorkshire, the city of Hull and parts of North Yorkshire (see map in Annex 1).

4.0 OBJECTS

- 4.1 The primary object of the Partnership is to broadly represent and balance the interests and issues of the waterways of East and North Yorkshire and to bring economic, environmental, and social benefit to the region as a whole.
- 4.2 This will be achieved by *(not listed in order of priority)*:
- 4.2.1 Facilitating and enabling access to funding and expertise for partnership members.
 - 4.2.2 Raising public awareness, interest in and understanding of waterways and waterways issues.
 - 4.2.3 Protecting, conserving and enhancing the waterway's natural and built environment, and encouraging biodiversity.
 - 4.2.4 Promoting best practice in water management (including flood risk, water quality, land drainage and water abstraction).
 - 4.2.5 Promoting sustainable and accessible recreational use.
 - 4.2.6 Optimising waterway's business, tourism and transportation potential to support local economic development.
 - 4.2.7 Resolving issues between different and sometimes conflicting interests.
 - 4.2.8 Supporting opportunities for sustainable rural development.
 - 4.2.9 Supporting projects and initiatives that address social exclusion and rural inclusion.
 - 4.2.10 Raising awareness of the opportunities to support fairer, stronger and more active communities.
 - 4.2.11 Developing and influencing local, regional and national policy in relation to the waterways and their environs.

5.0 STRUCTURE

- 5.1 The structure of the Partnership shall consist of:
- 5.1.1 An Executive Committee.
 - 5.1.2 A Forum.
 - 5.1.3 Ad hoc 'task and finish' groups.
 - 5.1.4 A Partnership Coordinator.
- 5.2 The Executive Committee will meet at least four times a year, at a time and date to suit its membership.
- 5.3 The Forum will meet at least twice a year, dependent on the business to be conducted, at a time and date to suit its membership.
- 5.4 Ad hoc 'task and finish' groups will be formed to discuss significant issues or deliver specific projects. Membership may include representatives from the Forum and Executive Committee. Each individual 'task and finish' group will develop a concise Terms of Reference when established, clarifying the group's specific objectives, role and outputs

6.0 MEMBERSHIP

- 6.1 Membership of the Partnership will be open to all organisations, whether statutory, public, community or private that share the aims of the Partnership and operate within its geographical area or are directly linked to it.
- 6.2 The Partnership is not open to individuals. In the event of any doubt as to whether a prospective Partnership member is an organisation or an individual, a decision as to whether to accept an application for membership will be taken by the Executive Committee.
- 6.3 Current members of the Partnership may nominate other organisations to become new members of the Partnership. Other organisations may also apply to become members of the Partnership. In either case appointment to the Partnership will be conditional upon the organisation endorsing the objects of the Partnership and operating within the geographical area covered by the Partnership, or being directly linked to it.
- 6.4 The Constitution need only be adopted by the Partnership's elected Executive Committee. It will not be necessary for Forum members to formally sign up to the document.
- 6.5 At various times people may be co-opted into the Partnership, and sit on the Executive Committee and/or the Forum at the invitation of the Executive Committee if it is felt that they have a contribution to make to the Partnership through skills, knowledge or expertise currently not available within the Executive Committee and/or the Forum.
- 6.6 Members present at Forum meetings will be responsible for reporting the issues discussed to their respective organisations, and ensuring that the projects and activities of their respective organisations are reported to the Forum meetings.
- 6.7 All members should work in a spirit of mutual trust and communication.

7.0 THE EXECUTIVE COMMITTEE

- 7.1 The role of the Executive Committee is to:
 - 7.1.1 Endeavour to ensure that the Partnership works in the best interests of its members at all times.
 - 7.1.2 Develop and monitor the Partnership's Waterways Strategy.
 - 7.1.3 Consider, amend (if necessary) and approve the Partnership's work programme and Business Plan.
 - 7.1.4 Provide support and direction to the Partnership Coordinator and any other staff employed to work on Partnership business.
 - 7.1.5 Ensure that the Partnership has access to relevant expertise on key policy issues.
 - 7.1.6 Monitor the work of the Partnership and to report back to its membership through the Forum.
 - 7.1.7 Provide a forum for discussion and debate on matters of significance to the Partnership.
 - 7.1.8 Act as champions and ambassadors for the Partnership.
 - 7.1.9 Raise funds to ensure the sustainability of the Partnership and to undertake such projects and initiatives that are agreed through its membership.
 - 7.1.10 Monitor any Partnership resources and recommend their allocation to ensure that they are used properly and effectively.
 - 7.1.11 Resolve any issues or conflicts that may occur between different interests within the Partnership.
 - 7.1.12 Ensure full understanding of any national, regional or local policy initiatives which impact upon the Partnership.
 - 7.1.13 Represent the Partnership on a range of other partnership bodies and organisations.
- 7.2 Membership of the Executive Committee may include:
 - 7.2.1 1 x representative from East Riding of Yorkshire Council.
 - 7.2.2 1 x representative from North Yorkshire County Council or relevant Local Borough/District Council.
 - 7.2.3 1 x representative from Hull City Council.

- 7.2.4 1 x representative from Local Action Groups operating across the Partnership area.
- 7.2.5 8 x elected representatives from the Forum.

8.0 THE FORUM

- 8.1 The role of the Forum is to:
 - 8.1.1 Provide a forum for discussion and debate by representatives of statutory, public, community or private organisations on the key issues which affect the Partnership and its members.
 - 8.1.2 Provide the Executive Committee with advice, technical information and progress reports on the various developments on the waterways in the Partnership area.
 - 8.1.3 Identify potential programmes and projects which could benefit the area.
 - 8.1.4 Provide a forum through which funding opportunities and technical support can be made available to members.
 - 8.1.5 Develop opportunities for more joined-up projects and initiatives.
 - 8.1.6 Provide input into technical documents or consultations as and when appropriate. The Forum will not respond to consultations 'as a body' but will be a place for individual member organisations to present consultations for comment.
 - 8.1.7 Identify grants that will enable the Partnership to carry out its objects.
 - 8.1.8 Promote the Partnership and its work within their own organisations.
 - 8.1.9 Ensure effective communication between the Executive Committee and the wider Partnership.
 - 8.1.10 Be an effective forum for engagement across the diverse communities with interest in the waterways of the area.
 - 8.1.11 Provide greater co-ordination across the waterways and between the diverse projects and activities within the area.
 - 8.1.12 Elect 8 of its members onto the Executive Committee
- 8.2 Membership of the Forum is drawn from representatives of the statutory, public, community and private bodies in membership of the Partnership. It will be open to any organisation which supports the objects of the Partnership and operates within its area, or is directly linked to it.

9.0 ELECTIONS OF FORUM MEMBERS ONTO THE EXECUTIVE COMMITTEE

- 9.1 For the election of members of the Forum onto the Executive Committee, each member organisation shall have one vote and will be able to nominate one individual for election.
- 9.2 Members who wish to stand for election must ensure that their expressions of interest and nominations are returned to the appropriate partnership officer.
- 9.3 Those members who wish to stand may be asked by the Forum to address the meeting in support of their candidature. The election will then take place by secret ballot, email vote or 'show of hands'.

10.0 TERMS OF OFFICE

- 10.1 The terms of office for those elected onto the Executive Committee from the Forum shall be two years.
- 10.2 Those who have stood down will be eligible to stand for re-election.
- 10.3 At the conclusion of their initial term of office, four members elected by the Forum shall remain as members of the Executive Committee and will not be required to step down. Thereafter, two members of the Forum will stand down the following year, and two members of the Forum will stand down the year after. This will provide a stable Executive Committee, with a consistency of membership and knowledge of Partnership issues. The decision on who shall stand down and who shall not will initially be offered on a voluntary basis, followed by a simple drawing of lots.

- 10.4 It is anticipated that those Executive Committee members who may come from East Riding of Yorkshire Council, North Yorkshire County Council, Hull City Council and the Local Action Groups will not be subject to this election process, but may be subject to review within their own respective organisations.

11.0 ELECTION OF PARTNERSHIP CHAIR AND VICE CHAIR

- 11.1 The Executive Committee will elect the Partnership Chair and Vice Chair from amongst its membership.
- 11.2 To be eligible to stand for the Partnership Chair position, the member must be an elected representative from the Forum. Standing representatives are only eligible to stand for the Partnership Vice Chair position.
- 11.3 Each Executive Committee member shall have one vote and will be able to nominate one individual for election to either post.
- 11.4 Members who wish to stand for election must ensure that their expressions of interest and nominations are returned to the appropriate partnership officer.
- 11.5 Those members who wish to stand may be asked by the Executive Committee to address the meeting in support of their candidature. The election will then take place by secret ballot, email vote or 'show of hands'.
- 11.6 Meetings of the Executive Committee and Forum will be chaired by the elected Partnership Chair. If the Chair is unable to attend the meeting, it will be chaired by the Partnership Vice Chair.

12.0 QUORUM

- 12.1 Once all elections have taken place to the Executive Committee, no business shall be conducted at a meeting of the Executive Committee unless five members are present. Of this five, at least three shall be elected members from the Forum.
- 12.2 If a meeting of the Executive Committee is inquorate, the Chair may:
- 12.2.1 Fix a time and place for the adjourned meeting to be rearranged.
 - 12.2.2 Leave the business over until the next meeting.
 - 12.2.3 Continue with an informal meeting.
- 12.3 There is no quorum necessary at the Forum.

13.0 FUNDING

- 13.1 The Partnership will apply for funding to further and sustain its existence, and implement agreed projects. Funding applied for by the Partnership will be managed through the Partnership's elected Executive Committee. In some cases, a suitable and agreed 'accountable body' may need to be appointed to support this process.

14.0 DISSOLUTION

- 14.1 In the event of the Partnership's dissolution, any of its remaining assets and/or funding should be to used to further the objects set forth above.

As the elected Chair, I hereby confirm that this Constitution was formally approved by a majority vote at a meeting of the East & North Yorkshire Waterways Partnership Executive Committee on 11 December 2014 at MV Syntan, Beverley.

Signature:

Position:

Date:

