



British Paragliding Competitions

BHPA Paragliding Competitions Panel

Constitution

Document History

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Terms and Abbreviations

BHPA – British Hang Gliding and Paragliding Association

Comps Panel - BHPA Paragliding Competitions Panel

XC –Cross Country Paragliding

Acro –Aerobatic Paragliding

H&F –Hike and Fly Cross Country Paragliding

Championships – British Cross Country Paragliding Championship event

Opens – any Cross Country Paragliding Open event which is not the Championships (e.g. BWO)

BCC - British Club Challenge

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1 DOCUMENT PURPOSE, SCOPE AND GOVERNANCE

1.1 Name

The entity will be known as the “BHPA Paragliding Competition Panel” (hereinafter called the “Comps Panel”).

1.2 Mandate and Purpose

The Comps Panel is established by and exercises authority on behalf of the BHPA to regulate, manage and promote Paragliding Competition for members of the BHPA.

1.3 Scope

The scope of the Comps Panel includes:

- Disciplines:
 - Cross country paragliding
 - Hike and fly paragliding
 - Aerobatic paragliding
- Competitions:
 - BHPA participation at FAI First Category events
 - National Championship and Open competition(s)
 - National inter-club team competition(s) e.g. BCC
 - National individual competition(s) e.g. BP Cup, UK XC League

The scope excludes paragliding accuracy competition.

Hereinafter the term ‘paragliding competitions’ refers to this scope definition.

1.4 Governance of the Constitution

Amendments to this document require approval by a 2/3rds majority of the voting members of a quorate Comps Panel plus approval by the BHPA Competitions Director.

2 OBJECTIVES

2.1 Govern and Organise

To govern and organise all activities paragliding competitions (see Scope section) within the BHPA.

2.2 Promote and Develop

Promote and develop competition paragliding within the BHPA.

To communicate with, educate and develop BHPA pilots to enable a transition through all levels of competitions from entry through to World Championships.

Develop pilots to provide a flow of potential candidates to the British Paragliding Team.

To encourage the pursuit of National, Continental and World records.

2.3 British Champions

Provide a methodology and mechanism for the determination of British Champions.

2.4 British Paragliding Team

Develop, select and manage the British Paragliding Team to represent BHPA at FAI CIVL Category 1 events.

2.5 Liaison

To liaise with other organisations in respect of paragliding competitions. For example; BHPA, FAI, PWCA, SRS, CIVL and any others as required.

2.6 Record Keeping

Maintain a log of British Champions and British Records.

3 PANEL STRUCTURE AND ROLES

3.1 Organisation

Panel members must be current BHPA members.

The panel comprises Panel Members & Panel Associates.

3.2 Further Panel Roles

Additional roles, member or associate, may be established as required and approved by the Comps Panel

3.3 Separation of Function

Minimum Panel Member roles; Chairperson, Treasurer, Secretary and Safety Officer.

Panel Members and Associates may undertake more than one role, however, no member may undertake more than one of the minimum Panel Member roles.

3.4 Age Limit

No person under the age of eighteen years shall be a member of the Comps Panel.

3.5 Appointment & Election of Panel Members & Associates

3.6 Nomination

BHPA members may be nominated by a BHPA member (including self-nomination) to join the Comps Panel by contacting the Comps Panel Chairperson.

3.6.1 Appointment

If there is only one nominated candidate for a role they will be appointed at the AGM.

The Chairperson may appoint to a vacant role temporary until the next AGM.

3.6.2 Election

Where there is more than one nomination for a role an election by eligible BHPA members shall be conducted at the AGM.

BHPA members who have participated in an in-scope competition within the previous two years are eligible to vote in the election of Panel Members and Associates.

3.7 Election of Chairperson

The Comps Panel Chairperson is elected by and from the Panel Members and is subject to endorsement by the BHPA Competitions Director.

If rejected by BHPA Competitions Director an alternative must be selected from the Panel Members.

3.8 Term of Service

Each Panel Member and Associate role shall be open for re-election after three years service on the Comps Panel.

A member may stand for re-election to the Comps Panel in same/ different Member / Associate capacity.

3.9 Removal from Role

The Comps Panel may by a two-thirds majority vote and for a good and proper reason remove any Panel Member or Associate provided that person has been afforded the right to be heard before a final decision is made

4 FINANCIAL GOVERNANCE

4.1 Funding

The Comps Panel secures funding to further its objectives from one or more of:

- The BHPA
- Sponsorship

- Competition Entry Fees
- Direct Contribution by Competition Pilots and members of BPRA

4.2 Expenditure

4.2.1 Major Expenditure

Panel Members are authorised to commit expenditure in line with budget formally approved by Comps Panel.

4.2.2 Minor Expenditure

Chairperson or Treasurer may authorise Panel Members to commit minor expenditure outside formally approved budget in pursuit of Panel objectives to a limit as approved by the Comps Panel (typically as part of annual financial planning).

4.3 Positive Balance

The Comps Panel operates on constant positive balance.

Panel Members and Associates shall not make or commit the Panel to expenditure which would result in negative balance (i.e. debt).

4.4 Accounting

4.4.1 Oversight & Reporting

Statement of Accounts will be prepared on a periodic basis as agreed by the Comps Panel.

The Comps Panel shall prepare and approve a profit and loss account, a balance sheet and explanatory notes annually which will be reported to the BHPA Competitions Director.

4.4.2 Accounting Period

Annual accounts shall be produced for the period 1st April to 31st March.

4.4.3 Panel Member Reporting and Planning

Each Panel Member shall submit financial report and forecast at the AGM.

4.4.4 Expenses

Panel Members and Associates are entitled to claim expenses in line with BHPA policy with prior approval by Chairperson or Treasurer.

5 MEETINGS AND DECISION MAKING

5.1 Attendance

All Panel Members are expected to attend Panel meetings except by prior notice to the Chairperson/ Secretary or force majeure..

Panel Associates and the BHPA Competitions Director are invited to attend Comps Panel meetings.

BHPA members may attend by request and with the approval of the Comps Panel Chairperson.

5.2 Annual General Meeting

As a minimum there will be an Annual General Meeting in or about the month of December each year. At least 14 days' notice of the meeting will be given to Members. The agenda shall include:

- Attendance, Apologies and declaration of conflict of interest
- Adoption of reports and minutes from previous meeting.
- Actions from previous meeting
- Adoption of Reports from Chairman, Treasurer and Panel Members
- Approval of financial statement/balance sheet
- Election of Panel Members
- Other items of which due notice has been given*

*Motions from Panel Members and Associates which are to be voted upon at the AGM must have been received in writing by the Secretary by 1 November each year and shall be circulated with the Notice of the Meeting.

5.3 Extraordinary General Meetings

An Extraordinary General Meeting (EGM) may be called by the Chairperson or 50% of Panel Members. The notice of the intended business shall be given to the Secretary in writing.

The Secretary shall call the EGM within 28 days of receiving notice, and notify the membership at least 14 days in advance.

5.4 Voting Members

All Panel Members shall have a single, equal vote regardless of how many roles they undertake except the Chairperson who is entitled to a vote and thereafter a casting vote, if so required in the event of a tied vote.

Panel Associates and non-Panel members are not eligible to vote.

5.5 Comps Panel Quorum

A simple majority (i.e. greater than 50%) of Panel Members constitute quorum.

5.6 Voting

Comps Panel decisions are by simple majority of Panel Members participating at a quorate meeting unless explicitly stated elsewhere in the Comps Panel Constitution.

The Secretary will record results of voting by default with attribution.

Non-attributable (i.e. secret) voting shall be declared by the Chairperson prior to such vote.

5.7 Conflict of Interests

Panel Members who have a conflict of interest must declare such and may, at Chairperson discretion, not be entitled to vote on the matter.

6 CONDUCT OF PILOTS AND MEMBERS

6.1 Conformance to Rules, Regulations, Guidelines and Laws

Competition Pilots, Panel Associates and Panel Members shall conform during their flying activities and any Comps Panel organisational duties to:

- Air law relevant to the country in which the activity is conducted.
- BHPA rules, regulations, and guidelines.
- The Comps Panel Constitution.
- Relevant discipline rules (e.g. British Cross Country Paragliding Rules) as published by the Panel

6.2 Disciplinary Procedure

Any pilot or member found to have breached 6.1 Conformance to Rules, Regulations, Guidelines and Laws may:

- Be suspended from competing in British Competitions and/or
- Not serve on the Comps Panel and/ or
- Not participate in Comps Panel activity

for a duration determined by the Comps Panel.

6.3 Right to Appeal

Any person disciplined may appeal:

- in the first instance to the Comps Panel Chairperson.
- second appeal to BHPA Competitions Director.

- third and final appeal to the BHPA Executive.

All appeals must be initiated in writing.

7 DISSOLUTION

7.1 Voluntary Dissolution

The Comps Panel may be dissolved by a resolution passed by a three quarters majority of the eligible voting Panel Members.

7.2 Involuntary Dissolution

The Comps Panel will be dissolved if BHPA Executive mandates such action.

7.3 Financial Considerations

If, upon the dissolution of the Comps Panel, there remains after satisfaction of all its debts and liabilities any money or other property whatsoever the same shall be applied by the Treasurer, or other person appointed by the Comps Panel for that purpose, to the furtherance of such objectives similar to those of the Comps Panel and if in so far as effect cannot be given to the foregoing then for the BHPA.