



Terms of Reference: Sports Council

Policy Owner: Regional Director
Date Approved: 9/11/2025
Review Date: November 2028

Purpose:

The Sports Council manages all aspects of the UKPSA shooting activity

Structure:

The Sports Council comprises 7 elected members, Roughly one-third of the Sports Council is elected each year, divided into three tranches:

Tranche 1:

- Regional Director (Chair)
- Associate Director Training

Tranche 2:

- Associate Director Disciplines
- Associate Director Clubs

Tranche 3:

- Associate Director GB Performance
- Associate Director NROI President
- Associate Director Competitions

Operation:

Meetings

- The Sports Council shall meet on not less than four occasions in each year, meetings may be held virtually, including online voting.
- Meetings shall be convened by giving a minimum of fourteen days written notice.
- Any member of the UKPSA shall have the right upon request, to attend any meeting of the Sports Council as an observer, or to consult minutes of past meetings of the Sports Council or the commissions and committees thereof, by request to the General Secretary.



- Only the elected members (or their nominated deputies) may vote on Sports Council matters at the Sports Council meetings.
- In extremis, between meetings, electronic voting will be allowed. Decisions so made must be documented in the minutes of the next Sports Council Meeting
- No person may, by virtue of dual or multiple offices, cast more than one vote.
- The Chair may vote only in case of a tie, in which case they have a casting vote.
- The Sports Council shall transact no business unless a quorum is present. The presence of five members (or their nominated deputies) shall constitute a quorum.

Finance

- Annual Budgets for the following year will be submitted to the Treasurer in December to be approved by the Charity Board at their January meeting.
- Expenditure within budget may be committed to without further approval

Reporting:

- The Sports Council shall produce draft meeting minutes which will be shared with the membership within 21 days of the meeting
- Significant decisions or changes to policy must be communicated to the membership directly.
- Items requiring Charity Board approval should be submitted in writing to the General Secretary a minimum of 14 days before the next Charity Board Meeting

Tasks & Responsibilities: Are defined in the relevant Role descriptions which can be found [here](#)

