



# Application for Registration as a Political Party

under the Reform (Guernsey) Law, 1948 (as amended)

Please return this form to:

HM Greffier, The Greffe, Royal Court House, St. Peter Port, GY1 2PB

Telephone: 01481 725277

E-mail: [hm.greffier@gov.gg](mailto:hm.greffier@gov.gg)

Please complete this form in black ink using BLOCK CAPITAL LETTERS. Fields marked \* must be completed.

Important: The accompanying Guidance Notes should be read before completing this form

Political Party Name\*

Name\*

THE GUERNSEY PARTNERSHIP OF INDEPENDENTS

Abbreviation of Political Party Name (if any)

Abbreviation

GUERNSEY PARTNERSHIP

The name and any abbreviation of the name of the political party must not be:

- (a) offensive or otherwise inappropriate, or
- (b) the same as the name and/or abbreviation of any organisation, or of such similarity to the name or abbreviation of another organisation that it might reasonably be confused with it.

Political Party Emblem (if any)

Party Emblem

Yes (attached)



No



The emblem of the political party (if any) must not be:

- (a) offensive or otherwise inappropriate, or
- (b) the same as the name and/or abbreviation of any organisation, or of such similarity to the name or abbreviation of another organisation that it might reasonably be confused with it.

Address on the Island\*

Full address in Guernsey where communications intended for the Party may be sent.

Address*	LES QUARTIERS FARM		
	ROUTE DES QUARTIERS		
Parish*	ST SAMPSON	Postcode*	GY2 4GB
Telephone Number		E-mail	hello@guernsey partnership.gg
Website	www.guernseypartnership.gg		

**Officeholders\***

The political party must have a Leader, Treasurer and Secretary, all of whom must be natural persons; and for the avoidance of doubt, a person may hold more than one such office. Please provide address details if different from the party address. You must also provide the names of any other officeholders.

**Leader\***

Title/full names*	GAVIN ST PIER		
Address*	LES QUARTIERS FARM		
	ROUTE DES QUARTIERS		
Parish*	ST SAMPSON	Postcode*	G42 4GB
Telephone Number		E-mail	hello@guernsey partnership.gg
Website	www.guernseypartnership.gg		

**Treasurer\***

Title/full names*	HEIDI SOULSBY		
Address*	THE FERRERS		
	MILTON GARDENS		
Parish*	ST MARTIN	Postcode*	G44 6NU
Telephone Number		E-mail	hello@guernsey partnership.gg
Website	www.guernseypartnership.gg		

**Secretary\***

Title/full names*	LYNDON TROTT		
Address*	QUELQUES FLEURS		
	CAMP DE L'EGLISE		
Parish*	ST SAVIOUR	Postcode*	G47 9FE
Telephone Number		E-mail	hello@guernsey partnership.gg
Website	www.guernseypartnership.gg		

<b>Other officer holders*</b>
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Position*			
Title/full names*			
Address*			
Parish*		Postcode*	
Telephone Number		E-mail	
Website			

Position*			
Title/full names*			
Address*			
Parish*		Postcode*	
Telephone Number		E-mail	
Website			

Position*			
Title/full names*			
Address*			
Parish*		Postcode*	
Telephone Number		E-mail	
Website			

\*\*Please use additional sheets to list other officer holders if required\*\*

**Political Party Constitution\***

You must **attach** a copy of the party's constitution. The constitution must contain the expressed objective of supporting or endorsing candidates for the office of People's Deputy in an election, *and* the other information set out in the Guidance Notes.

Attached

**Political Party Accounts\***

You must **attach** a copy of the party's most recent financial accounts, prepared in line with generally accepted accounting standards. For further information, see the Guidance Notes. **NO ACCOUNTS AVAILABLE - THE FIRST ACCOUNTING PERIOD HAS NOT YET COMPLETED.**

Attached

**Declaration and signatures\***

The application must be signed by at least two members of the party who are inscribed on the Electoral Roll.

The party named on this application form is applying to be registered in accordance with the requirements of Schedule 2 to the Reform (Guernsey) Law, 1948, as amended.

I believe that the information provided in and with this application is full and correct.

I hereby declare that I am a member of the political party named on this application form and authorised to sign this application on behalf of the party named on this application form.

Print name: Gavin St Pierre  
Date: 12/5/2020

Signed: [Signature]

Print name: LYNDON TROTT  
Date: 11/8/20

Signed: [Signature]

Please return your completed form and supporting documents to the address at the top of the form.

**Application Fee\***

The application must be accompanied by a fee of £80. You can make payment by card over the phone or you can attend the Greffe and pay at the counter by card, cash or cheque.

**HM Greffier use only**

Date: 18/8/20

Approved/Rejected: Approved

Date entered in Register: 18/8/20

Checked by: S. Ross

Party reference number: PP03

**GUERNSEY!**

**PARTNERSHIP**

**OF INDEPENDENTS**

DATE - 1 September 2020



# **CONSTITUTION**

*THE GUERNSEY PARTNERSHIP OF INDEPENDENTS*

# Constitution

## 1. Name

The name of the unincorporated association shall be “*The Guernsey Partnership of Independents*” alternatively, the Guernsey Partnership (hereinafter known as “the Partnership”).

## 2. Legal Status

- 2.1. The Association is an ‘unincorporated body’ within the meaning of the charities and Non Profit Organisations (Registration)(Guernsey) Law 2008.
- 2.2. The registered address of the Partnership for the service of documents, process and general postal enquiries is Les Quartiers Farm, Route des Quartiers, St. Sampson’s, Guernsey.
- 2.3. The email address of the Partnership is [hello@guernseypartnership.gg](mailto:hello@guernseypartnership.gg):
- 2.4. The web address of the Partnership is: [www.guernseypartnership.gg](http://www.guernseypartnership.gg), alternatively, [www.moveforward.gg](http://www.moveforward.gg)

## 3. Definitions

The following definitions apply in this document:

<b>AGM</b>	means an annual general meeting of Members
<b>Partnership</b>	means the Guernsey Partnership (also known as PartnershipGuernsey or moveforward)
<b>Deputy</b>	means a Deputy of the States of Deliberation
<b>Founding Members</b>	means the first Members of the Partnership (which may include Co-opted Members)
<b>Member</b>	means a Member of the Partnership who is eligible for election or re-election as a Deputy and complies with the provisions of Section 8 of the Reform Law or a Co-opted Member
<b>Co-opted Member</b>	means a Member of the Partnership who is not a Deputy and does not intend to stand for election as a Deputy
<b>Reform Law</b>	means The Reform (Guernsey) Law, 1948 as amended or otherwise enacted
<b>States</b>	means the States of Guernsey and all of its constituent committees and departments
<b>Civil Service</b>	means the civil service of the States

## 4. Purpose and Objectives:

The Purpose and Objectives of the Partnership are;

- 4.1. to bring together as Members of the Partnership a group of sitting Deputies, eligible new candidates and volunteers initially for the 2020 election and in support of good governance and elections thereafter and who share a public commitment to similar qualities, behaviours and objectives in furtherance of the future good government of the Bailiwick of Guernsey; and
- 4.2. to participate in the management of public affairs, including through presentation of candidates for free and democratic elections to the States of Deliberation; and
- 4.3. to support and endorse, promote, canvass for and advertise the joint endeavour of the Partnership, its objectives and policies and those of its Members initially for the 2020 election and in support of good governance and elections thereafter; and
- 4.4. to engage and organise volunteers, make public enquiries and conduct market research, develop and provide policies, procedures and advice, to organise and provide training and to produce, seek and raise (by public donation and other means) campaign resources and materials for Members; and
- 4.5. to maintain a website with the name “www.guernseypartnership.gg” (“the Website”) and such other social media presence as may be thought fit from time to time; and
- 4.6. to register the Partnership as a political party in compliance with Schedule 4 of the Reform Law; and
- 4.7. to do all and any such things as may be necessary or desirable in furthering or attaining any or all of the foregoing objectives, and to do the same as simply, efficiently and cost-effectively as possible.

## **5. The Committee:**

- 5.1. There shall be a Committee (“the Committee”) whose duty it shall be to carry out the general policies of the Partnership and to provide for its administration.
- 5.2. The initial Committee members shall be drawn from the Founding Members of the Partnership.
- 5.3. The Committee will comprise not less than three (3) members and no more than five (5) members.
- 5.4. The Committee may appoint working parties and/or officers to the Partnership or sub-committees as they see fit.
- 5.5. All and any decisions are to be made by a majority of the Committee members in attendance at a meeting or by unanimous written resolution.
- 5.6. Constitution and functions of the Committee:-
  - 5.6.1. The roles of Chairman, Secretary and Treasurer may be held by any member of the Committee;
  - 5.6.2. The Committee has a duty to ensure that there are measures in place to enable the Partnership to achieve its Purpose and Objectives effectively, to fulfil its other obligations under this Constitution and to discharge any legal obligations to which it is subject;
  - 5.6.3. The Committee has a duty to review the activities of the Partnership, as well as its own performance, from time to time to ensure that the Partnership continues to achieve its purpose and Objectives effectively, to fulfil its other



obligations under this Constitution and to discharge any legal obligations to which it is subject;

- 5.6.4. The Committee has a duty to ensure that the financial position of the Partnership is satisfactory and prudent for the purposes of the Partnership's Objectives, in particular that disbursements are subject to appropriate checking and controls in accordance with agreed policies and procedures;
- 5.6.5. The Committee has a duty to ensure that it maintains proper records and safeguarding of personal data in accordance with the relevant data protection legislation;
- 5.6.6. Committee members must be resident in Guernsey and must meet the qualifying criteria for a States Deputy under section 8 of the Reform Law;
- 5.6.7. Save in exceptional circumstances, Committee Members may serve for no longer than 7 years in accordance with accepted standards of Corporate Governance.
- 5.6.8. Retiring members may be replaced by appointment by the remaining Committee and shall serve until the following Annual General Meeting of the Partnership at which their appointment must be put to the Meeting for ratification.
- 5.6.9. A member of the Committee may be removed by the vote of a majority of all the remaining members of the Committee provided such majority includes the Chairman.
- 5.7. A member of the Committee:
  - 5.7.1. shall disclose any potential, perceived or actual conflict of interest to the Committee at the earliest opportunity; and
  - 5.7.2. shall not receive remuneration except for out-of-pocket expenses which are compliant with any rules or regulations in force from time to time; and
  - 5.7.3. shall be a person of integrity and probity, with appropriate skills and experience; and
  - 5.7.4. shall act with the utmost good faith in all matters relating to the Partnership, and only within the powers afforded by this Constitution; and
  - 5.7.5. shall be a Member of the Partnership.
- 5.8. The Committee shall meet at least twice a year and also as and when required, physically, or via video or audio conference or a mixture any of the foregoing by which means they may speak and be heard by others present.

## **6. Committee meetings**

- 6.1. shall be held only after the advance notification of all Committee members, (except in case of emergency);
- 6.2. are to be held with, in as far as is possible, all Committee members present but with a quorum of at least two;
- 6.3. are to be minuted or recorded, and these records are to be the property of the Partnership;

- 6.4. the Committee shall act by unanimous consensus but in the case of a vote by show of hands, shall be considered carried by simple majority with the Chairman holding a casting vote;
- 6.5. the duties and powers of the Chairman, Secretary and Treasurer are contained in the attached appendices.

#### **7. Membership Rules:**

- 7.1. Membership of the Partnership is open to any individual at the absolute discretion of the Committee, who may reject or invite or suspend any Member at any time.
- 7.2. The Committee shall maintain a list of Members.
- 7.3. The Chairman shall be responsible to investigate and rule on any dispute or complaint against the Partnership or a Member. The Chairman may co-opt two committee members to assist him. In the event that a dispute or complaint is made against the Chairman then the investigation and ruling will be undertaken by three unconnected committee members.
- 7.4. The Committee is empowered to take such external advice as it considers necessary.

#### **8. Meetings:**

- 8.1. The Committee may call meetings of Members.
- 8.2. An Annual General Meeting requires 21 days' prior notice. Resolutions passed at an AGM will be passed by a majority of not less than two thirds of those voting in person or by proxy. Proxy votes must be received no later than 24 hours before an AGM.
- 8.3. An Extraordinary General Meeting requires 14 days' prior notice. An EGM may be called by the Committee.
- 8.4. A request for an EGM will be accepted if requested by 15 or more members.
- 8.5. Resolutions passed at an EGM will be passed by a majority of not less than 75% of those voting in person or by proxy.
- 8.6. Proxy votes must be received no later than 48 hours before an EGM.

#### **9. Finances:**

- 9.1. The Partnership may accept donations, legacies, subscriptions or other monies as the Committee sees fit, always in accordance with statutory and financial services regulations relating to money laundering and the countering of financial crime and terrorism and relevant electoral law.
- 9.2. A bank account may be opened at the Committee's discretion.
- 9.3. Any and all expenditure is to be approved by the Committee.
- 9.4. Management Accounts are to be kept and presented to Committee Meetings.
- 9.5. The Partnership's Financial Year End will be 30 June annually.
- 9.6. Either the Committee or the Members may elect whether the annual financial statements should be independently audited, or verified or otherwise inspected.

#### **10. Public statements:**

- 10.1. Press releases and or publications are to be made only after their approval by the Chairman and at least one other Committee member, or in the absence of the Chairman at least two Committee Members.

- 10.2. Interviews and public appearances on behalf of the Partnership may only be made by a spokesperson appointed or authorised by the Committee.
- 10.3. This Constitution or its amended form shall be available to any member of the public upon request.

**11. Ownership of IP:**

- 11.1. The Website and other related material, internet presence, domains, email accounts, logos and related copyright is owned by the Partnership.
- 11.2. Login and account details are to be held by authorised members of the Committee or their appointed representatives.

**12. General:**

- 12.1. 'Notice' may be given to Members by email or in writing.

**13. Variation:**

- 13.1. The Committee may prepare amendments to this Constitution as it sees fit from time to time for submission to Members.
- 13.2. Any such amendments shall require assent of the Members at an AGM or EGM to come into force, such assent to be signified by the vote of at least two thirds of the Members present and voting at the meeting in person or by proxy.

**14. Dissolution:**

- 14.1. The Partnership may at any time be dissolved by Resolution passed by a three-quarters majority of those present and voting at an Extraordinary General Meeting of the Members of the Partnership of which at least fourteen clear days' notice shall have been sent to all Members of the Partnership.
- 14.2. Any property or funds remaining after the satisfaction of all debts and liabilities of the Partnership shall be paid to or distributed to such charity or charities as the Committee shall decide and approve.

Signed by the following Founder Members on the (date) \_\_\_\_\_

Signed \_\_\_\_\_

Print name

Signed \_\_\_\_\_

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## APPENDIX

### 1. Duties of the Chairman

- 1.1. The first Chairman will be Gavin St Pier.
- 1.2. The Chairman is responsible for the leadership of the Partnership, ensuring its effectiveness in all aspects of its objectives and the setting of its agenda.
- 1.3. The Chairman shall ensure he/she will:-

#### 1.3.1. Meetings

- 1.3.1.1. Chair Committee and AGMs.
- 1.3.1.2. Run the Committee and maintain its effectiveness in all aspects of its role, including regularity and frequency of meetings.
- 1.3.1.3. Set the committee agenda, taking into account the issues and concerns of all members. The agenda should be forward looking, concentrating on strategic matters.
- 1.3.1.4. Ensure that there is appropriate delegation of authority from the committee to officers and Members as required.
- 1.3.1.5. Ensure that the Committee members receive accurate, timely and clear information, including that on the Partnership's current performance, to enable the Partnership to take sound decisions, monitor effectively and provide advice to promote the success of the organisation.
- 1.3.1.6. Manage the Committee to allow enough time for discussion of complex or contentious issues. The Chairman should ensure that Committee members have sufficient time to consider critical issues and obtain answers to any questions or concerns they may have and are not faced with unrealistic deadlines for decision making.

#### 1.3.2. General

- 1.3.2.1. Uphold the highest standards of integrity and probity
- 1.3.2.2. Set the agenda, style and tone of Committee discussions to promote effective decision making and constructive debate.
- 1.3.2.3. Ensure that they are fully informed about all issues on which the Committee will have to make a decision.
- 1.3.2.4. Ensure effective implementation of Committee decisions.
- 1.3.2.5. Promote effective relationships and open communication between Committee Members both inside and outside the Committee room,
- 1.3.2.6. Build an effective and complementary Committee, and initiate change and plan succession in Committee appointments (except that of a successor as chairman) subject to Committee and membership approval.
- 1.3.2.7. With the assistance of the Secretary, promote the highest standards of governance
- 1.3.2.8. Ensure an appropriate balance is maintained between the interests of
- 1.3.2.9. members and other stakeholders
- 1.3.2.10. Ensure the long term sustainability of the Partnership.
- 1.3.2.11. Ensure the continual improvement in quality and calibre of the Committee.

- 1.3.2.12. Establish a close relationship of trust with the Treasurer, Secretary and other officers providing support and advice while respecting their individual responsibilities.
- 1.3.2.13. Provide coherent leadership of the Partnership, including, in conjunction with the Committee, representing the Partnership to the media and other stakeholders the community and the public.

## **2. Duties of the Treasurer:**

- 2.1. overseeing, and presenting budgets, accounts, management accounts and financial statements to the Partnership Committee;
- 2.2. ensuring that proper accounts and records are kept, ensuring financial resources are expended and invested in line with Partnership policy, good governance, legal and regulatory requirements;
- 2.3. being instrumental in the development and implementation of financial, reserves and investment policies;
- 2.4. liaising, where applicable, with the Chairman, committee members or other appropriate officers responsible for the financial activities of the organisation;
- 2.5. liaising with the Partnership's auditors or independent examiner, where appropriate;
- 2.6. monitoring and advising on the financial viability of the Partnership after liaising with the Partnership's auditors;
- 2.7. creating sound financial instruments for the control of Partnership assets;
- 2.8. implementing and monitoring specific financial controls and systems and ensuring that they are adhered to;
- 2.9. advising on the financial implications of the Partnership's strategic plan;
- 2.10. acting as a counter-signatory on Partnership cheques (including any electronic transactions) and any applications for funds;
- 2.11. maintaining sound financial management of the Partnership's resources, ensuring expenditure is in line with the Partnership's constitution;
- 2.12. contributing to the fundraising strategy (if any) of the organisation and helping to ensure that fundraising targets are aligned to the overall purpose of the Partnership and its agreed strategy; and
- 2.13. providing leadership and support to the Committee, where appropriate.

## **3. Duties of the Secretary:**

- 3.1. Maintaining the Partnership's statutory books, including:
- 3.2. a register of present and past committee members and secretaries,
- 3.3. a register of any charges on the Partnership's assets,
- 3.4. minutes of general meetings and committee meetings.
- 3.5. Filing the return of electoral expenses pursuant to Article 45(1A) of the Reform (Guernsey) Law 1948 within 14 days of the election
- 3.6. Filing annual accounts with the Greffe in accordance with Section 8 of Schedule 4 of the Reform (Guernsey) Law 1948 as amended;

- 3.7. Filing annual returns at Guernsey Registry/Income Tax. Other documents which must be filed include the Committee's report and auditors' report (unless the Partnership is exempt), and financial statements, including details of the Partnership's assets and liabilities.
- 3.8. Arranging meetings of the Committee and Members Meetings (AGM/EGM). This responsibility will involve the issue of proper notices of meetings, preparation of agenda, circulation of relevant papers and taking and producing minutes to record the business transacted at the meetings and the decisions taken.
- 3.9. Maintaining a Conflicts of Interest Register.
- 3.10. Informing Guernsey Registry of any significant changes in the Partnership's structure or purpose, for example a change in the Not For Profit status.
- 3.11. Establishing and maintaining the Committee's registered office as the address for any formal communications. Ensuring that all the Partnership's business stationery carries its name, registered number, country of registration and registered address. These details must also appear on the Partnership's website, emails, order forms and invoices.
- 3.12. Ensuring the security of the Partnership's legal documents, including for example, the certificate of incorporation and constitution of the Partnership.
- 3.13. Deciding on the Partnership's policy for the filing and retention of documents.
- 3.14. Advising Committee members on their duties, and ensuring that they comply with applicable legislation and the constitution of the Partnership.
- 3.15. Working with the Chairman to ensure high standards of Governance.
- 3.16. Maintenance and renewal of any insurances.
- 3.17. Compliance with data protection.
- 3.18. Managing policies and procedures.