

OURFC
CONSTITUTION

1. The Club is called the Oxford University Rugby Football Club (OURFC) and is the Constituent Body (within the meaning of the Rules of The Rugby Football Union) for all College and Hall Rugby Clubs. The Club's objects are the support, development, improvement and promotion of the game of rugby football in the University of Oxford. The Club shall at all times be administered in accordance with the regulations for University clubs which are published from time to time in the Proctors' and Assessor's Memorandum.
2. All resident student members of the University shall be eligible to play in the OURFC XV's. A student member is a matriculated member of a College or Hall who is reading and registered for a recognised degree, diploma or certificate. A member is resident if during term the member satisfies the requirement for residence laid down by the University. A member shall continue to be eligible until he or she is given permission to supplicate for his or her degree, diploma or certificate, regardless of whether or not he or she continues to be liable to pay fees to the University.
3. The voting members of the Club shall comprise resident rugby union Blues, members of the Committee, the Captain of each Men's and Women's College and Hall Rugby Club, and the Captains of the Whippets, the Greyhounds, and the Panthers. Players from all representative rugby teams at University, College and Hall levels who are not voting members of the Club shall be regarded as non voting members.
4. No voting member of the Club shall play during University Terms for other clubs or representative teams without the prior permission of the Men's and/or Women's Blues Captains.
5. There shall be an Annual General Meeting for all the voting members of the Club in either Hilary or Trinity Full Term, convened by the General Manager on not less than 14 days' notice.
6. The Annual General Meeting will:
 - (a) receive the annual report of the Committee for the previous year and the annual accounts of the Club for the previous year, the report and accounts having been approved by the Committee, and the accounts having been audited or examined as provided for under Part 8 Chapter 3 of the Charities Act 2011, notwithstanding that the Club may be an exempt charity under that Act.
 - (b) elect Members of the Committee in accordance with clauses 13 and 14. The Committee's nominations for the Non-student Members shall be contained in the notice of the Meeting: any alternative nominations for the Non-student Members must be seconded and have the consent of the nominee, and must be received in writing by the General Manager not less than seven days before the date of the Meeting. Nominations for those of the Student Members who fall to be elected by the voting members of the Club may be taken from the floor of the Meeting; and

- (c) consider any motions of which due notice has been given, and any other relevant business.
7. An Extraordinary General Meeting may be called in any Full Term; by the Men's and/or Women's Blues Captains or the General Manager on not less than seven days' notice; or on a written requisition by seven or more voting members, stating the reason for which the meeting is to be called, and delivered to the General Manager not less than fourteen days before the date of the Meeting.
 8. Prior to all General Meetings notice of the agenda shall be sent out with the notice of the Meeting.
 9. The quorum for a General Meeting shall be fifteen voting members present in person or by proxy, of whom three must be members of the Committee. When any financial business is to be transacted, there must be present the Treasurer or a member of the Committee deputed by the Treasurer to represent his or her views to the Meeting.
 10. The affairs of the Club shall be administered by a Committee consisting of not more than nineteen members, which shall have ultimate responsibility for the activities of the Club.
 11. The quorum for a Committee meeting shall be six members present in person. When any financial business is to be transacted, there must be present either the Treasurer or a member of the Committee deputed by the Treasurer to represent his or her views to the meeting.
 12. The Committee shall be made up of Non-student Members and Student Members.
 13. The Non-student Members shall be the President, the Chairman, the Treasurer, the OURFU Representative to the Council of the Rugby Football Union and six others of whom at least four are members of Convocation. The Committee shall choose one of the Non-student Members who is a member of Congregation to represent the Club to the Proctors of the University as the "Senior Member" of the Club for University purposes. The OURFU Representative to the Council of the Rugby Football Union shall be elected in accordance with the Club's regulations for the Oxford University Rugby Football Union. The other Non-student Members of the Committee shall be elected by the voting members of the Club annually; and shall be eligible for re-election until their 75th birthdays. For so long as he or she holds his or her position, the General Manager shall be entitled to attend all meetings of the Committee, and to speak but not vote.
 14. The Student Members shall comprise the Men's and Women's Blues Captains, the Men's and Women's Team Secretaries, one resident student member of the University nominated by each of the Whippets, the Greyhounds and the Panthers, and two resident student members of the University elected annually by the Men's and Women's College Captains.
 15. a) The Men's Blues Captain and Team Secretary shall be elected annually by resident rugby union Men's Blues who played in the preceding Varsity Match and the replacements who were selected for that Match. The election will take place at a special meeting convened by the General Manager on not less than seven days' notice, after

discussion with the outgoing Men's Blues Captain. If at such a meeting there is no majority in favour of a candidate, the meeting will be adjourned to a date fixed by the General Manager within the succeeding seven days. If at the adjourned meeting there is no majority in favour of a candidate, the outgoing Men's Blues Captain shall have a second or casting vote. The quorum for each of the meetings mentioned in this clause shall be twelve persons entitled to vote, and present in person or by proxy.

b) The Women's Blues Captain and Team Secretary shall be elected annually by resident members of the Blues and Panthers squads for the preceding year's Varsity Matches. (This will include those still resident who played or were selected as reserve or travelling reserve for either squad). If at such a meeting there is no majority in favour of a candidate, the meeting will be adjourned to a date fixed by the General Manager within the succeeding seven days. If at the adjourned meeting there is no majority in favour of a candidate, the outgoing Women's Blues Captain shall have a second or casting vote. The quorum for each of the meetings mentioned in this clause shall be twelve persons entitled to vote, and present in person or by proxy.

16. The Captains of the Whippets, the Greyhounds and the Panthers shall be selected in consultation with the Men's and Women's Blues Captains and respective coaches.
17. If during the period between the annual elections to offices any vacancies occur amongst the members of Committee, the Committee shall have the power (subject to clause 18) of filling the vacancy or vacancies up to the next Annual General Meeting by co-optation.
18. Members of Congregation and resident student members of the University shall together form the majority of the members of the Committee at all times.
19. The Chairman shall preside at all meetings of the members of the Club and at all meetings of the Committee. Should the Chairman be absent, or decline to take the chair, the Committee shall choose another of its members to chair the meeting.
20. All members of staff shall be employed by the Club on terms confirmed by the Committee or the relevant sub-committee.
21. The General Manager shall act as Secretary to the Committee.
22. The Committee shall have control of the funds and property of the Club and of its administration. Team selection for the Men's and Women's Blues XV's shall be the responsibility of the respective Blues Captains, with the benefit of advice from the relevant Coaches.
23. Without derogating from its primary responsibility, the Committee may delegate its functions to recruitment, finance, disciplinary and other subcommittees.
24. The Committee shall have power to make regulations and by-laws, in accordance with this Constitution, and to settle any disputed points not otherwise provided for in this Constitution. Any alteration to this Constitution may be made by a majority vote of the Committee, and shall be notified to the members of the Club: it shall remain binding until the next Annual General Meeting, when a vote on it shall be taken; provided that clause 5 may only be altered by a General Meeting.

25. The Club shall observe the Code of Conduct on safety matters which is set out in the Schedule to this Constitution, ensure compliance with the Code by the members of the Club, and follow a procedure for risk assessment which is acceptable to the Proctors (through the Director of Sport).
26. No member of the Committee shall be removed from office except by the approving votes of two-thirds of the voting members of the Club present in person or by proxy at a General Meeting.
27. Forms of proxy for use by voting members under clauses 9, 13, 24 and 26 must be deposited with the General Manager at least 48 hours before the relevant meeting. .
28. The income and property of the Club shall be applied to the objects of the Club.
29. No member of the Club shall receive payment for service as a member.
30. The President, the Chairman, the General Manager, and any person appointed by any of them, shall have the power to order the withdrawal from the Ground of any member who is in breach of this Constitution, or of any regulations or by-law made by the Committee under clause 24; or who is otherwise, in the opinion of the President, Chairman or General Manager or their appointee or appointees, guilty of misconduct.
31. The Committee shall have the power to terminate or suspend for such period as it thinks fit the membership of a member, or to reprimand a member, for any infringement of this Constitution, any regulation or by-law made by the Committee under clause 24, the Rules or Regulations of the Rugby Football Union, or the Laws of the game, or for any conduct prejudicial to the interests of the Club or the game. The procedure for the exercise of this power shall be prescribed by the Committee: details shall be kept by the General Manager, and shall be available for inspection by voting members at all reasonable times.
32. So far as may be permitted by law, every member of the Committee and every officer of the Club shall be entitled to be indemnified by the Club against all costs, charges, losses, expenses and liabilities incurred by him or her in the execution or discharge of his or her duties or the exercise of his or her powers, or otherwise properly in relation to or in connection with his or her duties. This indemnity extends to any liability incurred by him or her in defending any proceedings, civil or criminal, which relate to anything done or omitted or alleged to have been done or omitted by him or her as a member of the Committee or officer of the Club and in which judgement is given in his or her favour (or the proceedings are otherwise disposed of without any finding or admission of any material breach of duty on his or her part), or in which he or she is acquitted, or in connection with any application under any statute for relief from liability in respect of any such act or omission in which relief is granted to him or her by the Court.
33. So far as may be permitted by law, the Club may purchase and maintain for any member of the Committee or officer of the Club insurance cover against any liability which by virtue of any rule of law may attach to him or her in respect of any negligence, default, breach of duty or breach of trust of which he or she may be guilty in relation to the Club and against all costs, charges, losses and expenses and liabilities

incurred by him or her and for which he or she is entitled to be indemnified by the Club by virtue of clause 33.

34. The Club may be dissolved at any time by the approving votes of two-thirds of the voting members of the Club present in person or by proxy at a General Meeting. The Club may also be dissolved (without the need for any resolution of the members) by means of not less than thirty days notice from the Proctors to the General Manager if at any time the Club ceases to be registered with the Proctors.
35. In the event of the Club being dissolved, its assets shall not be distributed amongst the members, but shall be paid to or at the direction of the University.
36. Any question about the interpretation of these Rules shall be settled by the President and the Chairman or (should they fail to agree) by the Proctors.

SCHEDULE

Code of Conduct on Safety Matters

May 2018