

OXFORD UNIVERSITY WALKING CLUB

AGENDA FOR THE TERMLY GENERAL MEETING OF MT TERM 2010

TO BE HELD AT G&D'S CAFÉ, ST. ALDATES, OXFORD ON THURSDAY 2nd
DECEMBER AT 8PM

1. APOLOGIES FOR ABSENCE
2. READING OF THE PREVIOUS TGM MINUTES (TT 2010)
3. OBJECTIONS TO THE PREVIOUS MINUTES
4. MATTERS ARISING FROM THE PREVIOUS MINUTES
5. OFFICERS' REPORTS
 - PRESIDENT
 - SECRETARY
 - TREASURER
 - TRIP AND SAFETY COORDINATOR
 - OTHERS
 - ALUMNI SECRETARY
 - ARCHIVIST
 - MEMBERSHIP SECRETARY
 - QUARTERMASTER
 - SOCIAL REPRESENTATIVE
 - WEBMASTER

6. SPECIFIC IMPORTANT BUSINESS

a) Motion for ratification: to make an addition to the OUWC Constitution to comply with the changes requested by the Sports Federation.

Addition of the following paragraph:

“The activities of the Club will at all times be conducted in accordance with the following university policies and codes of practice in force from time to time:

Integrated Equality Policy, Code of Practice on Harassment and Bullying, and Code of Practice on Freedom of Speech.”

This motion was passed with 8/8 in agreement at the last TGM (TT10), and was introduced into the Constitution earlier in MT10 at the request of the Sports Federation.

b) Motion presented: changing the constitution/COP to allow immediate adoption of new policies from the sports fed/proctors.

Background

The Club’s Constitution provides a mechanism for member-instigated changes to the way the club is run. However, it does not allow for immediate changes required by the Proctors and Sports Federation, forcing the Club into a Constitutional grey area: it can either immediately adopt the policy and thus act unconstitutionally; or reject the policy, and in doing so not only cease to comply with paragraph 2a but risk being struck off the list of recognised sports, no longer being able to use ‘Oxford University’ in its name, and losing access to invaluable resources such as the minibus hire scheme and the university’s insurance policies.

At the time of writing, there is one such policy change that the Committee unanimously decided to accept regarding University policies such as the Integrated Equality Policy.

Generally these amendments make little or no impact on the way the Club operates, but simply formalise and restrict something already done. It is anticipated that similar situations will arise in the future and the Club should have a mechanism to incorporate such amendments into its Constitution.

Proposed Change

Replace:

“39. Any amendment to this Constitution must be passed by simple majority in a secret ballot at two consecutive Termly General Meetings. Any amendment to the Code of Practice or the Trip Leader Safety Document must be justified point-by-point to and approved by the Area Safety Officer for Sport. The changes to the Trip Leader Safety Document should be justified point-by-point to the members and passed by simple majority in a secret ballot at one Termly General Meeting. Members with concerns over safety issues are invited to discuss them with the Trip and Safety Coordinator or the Sports Federation.”

With:

“39. Amendments to this Constitution may be introduced by two mechanisms:

- (i) Amendments proposed by members of the Club must be passed by simple majority in a secret ballot at two consecutive Termly General Meetings.
- (ii) Where amendments are mandated by the Proctors and in proxy the Sports Federation to maintain compliance with their policies, they may be immediately accepted or rejected at the discretion of the Committee, with the amendment being reported at the next Termly General Meeting. If the Committee has concerns about, or objections to, such a constitutional amendment, they shall first discuss this with the Sports Federation.

Any amendment to the Code of Practice or the Trip Leader Safety Document must be justified point-by-point to and approved by the Area Safety Officer for Sport. The changes to the Trip Leader Safety Document should be justified point-by-point to the members and passed by simple majority in a secret ballot at one Termly General Meeting. Members with concerns over safety issues are invited to discuss them with the Trip and Safety Coordinator or the Sports Federation.”

Proposed by: Robert Siddaway; seconded by: Bernhard Elsner and Joseph Delo.

c) Motion presented: changes to quoracy rules and rules for constitutional changes.

Background

Quoracy rules

Here are a couple of possibly worthwhile changes to the club constitution about quoracy rules for general meetings. This is based on a reading of the current rules and considering difficulties that could in theory happen in future, and **I should stress that these proposals are as a future safeguard only, and that nothing in this proposed changes implies any present or past cause to anticipate such difficulties. They are not expected to impact on the normal running of the club.**

Currently the rules dictate that 3 committee members have to be present for a General Meeting to be quorate, and for the treasurer to be present for any financial decisions to be taken (or treasurer’s deputy for financial decisions that are on the agenda). This seems generally a good idea, but there could be a couple of scenarios where this might lead to problems.

Scenario 1 is if the committee were ever largely inactive or unavailable. Then the club could not get together a quorate general meeting, leading to a stalemate, as it could not then even elect a new committee. The proposed solution is that if a Termly General Meeting (TGM) is non-quorate but only because of the 3 committee members rule, then for the Extraordinary General Meeting (EGM) which would follow in order to elect the new committee, drop the 3 committee members rule.

Scenario 2 relates to the current provision for members to call an EGM (at least 12 members are needed for this). This provision is presumably to cover a situation where the committee makes unpopular decisions. However, the committee and/or specifically the treasurer could make the EGM ineffective by not turning up, thereby defeating the purpose of allowing members to call the meeting. The proposed change drops the 3 committee members rule and the treasurer rule in the case of an EGM which is called by 12 or more members. However, recognising the fact that relaxing the quoracy rules could create opportunities for mischief by groups of members calling an EGM that other members find difficult to attend, the changes also add rules that any general meeting has to be in Oxford and not clash with other club activities.

The proposed changes are structured as follows: the substantive changes as described above are in paragraphs 10d-e and 11a-b; the proposed paragraphs 8a and 10a-c are just restructured versions of the existing 8a and 10 in order to add some numbering of parts that can be referred to in 10d-e.

Rules for constitutional changes

A further change introduced by this motion relates to the rules for (other future) constitutional changes: these have to be passed at “two consecutive” TGMs. This leaves a question over whether two consecutive quorate TGMs with one or more intervening non-quorate TGMs would count. Currently this would seem to be a matter of interpretation, and so would have to be settled by the Proctors, who under the constitution decide on matters of interpretation. This motion introduces a change (in paragraph 39) so as to make it explicit that it would count. I believe that this preserves a suitably high bar to constitutional change, while also avoiding the risk of unnecessary inconvenience if a TGM is non-quorate after a proposed change has already been passed once.

Proposed changes:

Replace:

8a. An Extraordinary General Meeting may be called in any Full Term; by the President, the Secretary or the Treasurer on not less than seven days’ notice; or on a

written requisition by twelve or more members, stating the reason for which the meeting is to be called, which is delivered to the Secretary between seven and fourteen days before the date of the meeting. Notice of the time and place of the Extraordinary General Meeting shall also be given to the members not less than seven days before the Meeting, of all matters to be decided at that meeting. Decisions may only be taken on those matters concerning which the meeting was convened.

With:

8a. An Extraordinary General Meeting may be called in any Full Term:–

(i) by the President, the Secretary or the Treasurer on not less than seven days' notice; or

(ii) on a written requisition by twelve or more members, stating the reason for which the meeting is to be called, which is delivered to the Secretary between seven and fourteen days before the date of the meeting.

Notice of the time and place of the Extraordinary General Meeting shall also be given to the members not less than seven days before the Meeting, of all matters to be decided at that meeting. Decisions may only be taken on those matters concerning which the meeting was convened.

Replace:

10. The quorum for a General Meeting shall be eight members present in person, 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 (provided that where it is a case of a deputy, the only financial business transacted shall be that which was set out in the agenda accompanying the notice of the Meeting).

With:

10. The rules of quorum for a General Meeting shall be:–

10a. Eight members must present in person.

10b. Additionally, three or more of those members present in person must be members of the Committee.

10c. 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 (provided that where it is a case of a deputy, the only

financial business transacted shall be that which was set out in the agenda accompanying the notice of the Meeting).

10d. Paragraph 10(b) shall not apply in the case of an Extraordinary General Meeting called under paragraph 15(c), provided that the non-quorate Termly General Meeting was quorate but for paragraph 10(b).

10e. Paragraphs 10(b) and 10(c) shall not apply in the case of an Extraordinary General Meeting called under part (ii) of paragraph 8(a).

Also add after the new 10(e):

11a. No General Meeting may be held outside the City of Oxford.

11b. No General Meeting may be scheduled to conflict foreseeably with another activity of the Club, except with the written consent of the Senior Member or the Proctors.

In paragraph 39, after the words:

Any amendment to this Constitution must be passed by simple majority in a secret ballot

replace:

at two consecutive Termly General Meetings.

with:

at two consecutive quorate Termly General Meetings, disregarding any intervening non-quorate Termly General Meetings.

And renumber existing paragraphs 11 and following and references to them accordingly (noting that the reference to 15(c) in the new 10(d) above, as well as paragraph 39 above, are prior to renumbering).

Proposed by Alan Iwi; seconded by Robert Siddaway and Joseph Delo.

7. ELECTIONS TO COMMITTEE

SENIOR MEMBER: Dr Kevin Hilliard (Proposed by Joseph Delo; seconded by Jaya John John)

PRESIDENT: Nominations will be taken from the floor during the meeting

SECRETARY: Nominations will be taken from the floor during the meeting

TREASURER: Nominations will be taken from the floor during the meeting

TRIP AND SAFETY COORDINATOR: Robert Siddaway (Proposed by Jaya John; seconded by Joseph Delo)

ALUMNI SECRETARY: Nominations will be taken from the floor during the meeting

ARCHIVIST: Nominations will be taken from the floor during the meeting

MEMBERSHIP SECRETARY: Carina Brehony (Proposed by Jaya John; seconded by Joseph Delo).

QUARTERMASTER: Nominations will be taken from the floor during the meeting

SOCIAL REPRESENTATIVE: Elizabeth Butler

WEBMASTER: Nominations will be taken from the floor during the meeting

Note: A person can stand for, but may not hold, more than one position.

Nominations for unfilled posts will be taken from the floor of the meeting.

8. AOB

9. TRANSFER OF POWER