

## (1) – Motion to amend the OUWC Trip Leader Safety Document, HT09

Proposed: Jaya John John, Trip and Safety Co-ordinator

Seconded: Laura Bernstone, David Keiller

OUWC proposes a change concerning First Aid, to recognise an additional provider of First Aid courses. The goal is to make it easier to become leaders for members who have already obtained a significant First Aid qualification.

Change Section 1, Introduction to the Club's Trip Leader Training Structure, as follows:

FROM

[...] First Aid courses are run by a Health and Safety Executive approved provider. [...]

TO

[...] First Aid courses are run by recognised providers, as listed in Section 4B below (Trip Leader Categorization). [...]

Change Section 4B, Trip Leader Categorization, as follows:

FROM

A suitable First Aid course is one that lasts a minimum of sixteen hours, one that has been carried out in the last three years, and one that is run by a Health and Safety Executive approved provider. *A member shall not be a Trip Leader unless a photocopy of the first aid course certificate is recorded in the Safety File.*

TO

A suitable First Aid course is one that lasts a minimum of sixteen hours, one that has been carried out in the last three years, and one that is run by a recognised provider, defined here as one of the following:

1) A Health and Safety Executive approved provider.

2) The Wilderness Medical Institute of the National Outdoor Leadership School (NOLS) in the United States. Specifically, only these WMI courses are recognised for the purposes of the OUWC First Aid requirement: Wilderness Advanced First Aid (40 hours), Wilderness First Responder (80 hours) and Wilderness Emergency Medical Technician (180 hours).

In addition, leaders trained at WMI must make themselves aware of any differences between their training and situations likely to be encountered in the UK, including: legal aspects of First Aid in the UK; availability of help and Mountain Rescue; and how to summon help.

*A member shall not be a Trip Leader unless a photocopy of the first aid course certificate is recorded in the Safety File.*

**Note:** This motion is put forward in order to have the club approve these proposed changes. If the motion passes, the changes to the TLSD are still subject to the approval of the Area Safety Officer for Sport, and will only be made if approval is granted.

## **(2) – Motion to amend the OUWC Constitution, HT09**

Proposed: David Keiller, President

Seconded: Laura Bernstone, Christopher Thomas

At the end of Michalemas Term 2008, the Proctors asked all sports clubs to amend their constitutions to comply with the changes to the Proctors' and Assessors' Memorandum.

The changes that OUWC proposes to make in order to comply with this are:

Add a paragraph between the current paragraphs 22 and 23, and renumber subsequent paragraphs as necessary.

ADD

The webmaster must take responsibility for the operation and updating the club website displaying (at a minimum) current club contacts, the constitution, the Code Practice and the risk assessment.

Change paragraph 19g

FROM

[the secretary must]inform the Proctors if the Club ceases to operate, or it is to be dissolved, and in doing so present a final statement of accounts.

TO

[the secretary must]inform the Proctors if the Club ceases to operate, or it is to be dissolved, and in doing so present a final statement of accounts in a format prescribed by the Proctors.

Change paragraph 20i

FROM

[The treasurer shall] ensure that any requirements for audit of the Club's accounts (by auditors approved in advance by the Proctors), as a result of a turnover deemed to be significantly large for a sports club, are fulfilled and that any resulting costs are borne by the Club. Such requirements are set out in the regulations of the Rules Committee, which are printed in the appendices of the Proctors' and Assessor's Memorandum.

TO

[The treasurer shall] ensure that any requirements for audit of the Club's accounts (by auditors approved in advance by the Proctors), as a result of a turnover deemed to be significantly large for a sports club, are fulfilled and that any resulting costs are borne by the Club. Such requirements are set out in the regulations of the Rules Committee, which are printed in the appendices of the Proctors' and Assessor's Memorandum. Currently, the requirement is for a signed copy of the accounts for the academic year (which runs from 1<sup>st</sup> August to 31<sup>st</sup> July) to be submitted as soon as possible after 31<sup>st</sup> July, and definitely before 1<sup>st</sup> October. If the club's turnover is in excess of £40,000

in an academic year, then the accounts must be independently audited as set out in the appendix of the Proctors' and Assessor's memorandum.

Additional to the changes mentioned above, the club affiliated to the BMC in Michaelmas term 2008, so it is proposed to make the following change to reflect this.

Change paragraph 2b

FROM

The National Governing Body for the Club is the British Mountaineering Council (BMC). Due to the large expense of affiliating to the BMC, the Club was given permission to stay unaffiliated in April 2002, by Jon Roycroft, the Director of Sport, and Howard Jeffs, Area Safety Officer for Sport. Written permission was received from Graham Waite, University Insurance Officer, in September 2002, and reaffirmed in February 2005. This permission was granted giving the following conditions:

- i. the Trip and Safety Coordinator is a member of the BMC
- ii. the Trip and Safety Coordinator ensures that the Club is kept up-to-date with current and relevant issues of the BMC through its literature
- iii. the Club abides by BMC policy and guidelines at all times
- iv. the Trip Leader Safety Document is incorporated into the Code of Practice.

TO

The National Governing Body for the Club is the British Mountaineering Council (BMC). The Club affiliated to the BMC in Michaelmas term 2008, and continues to abide by the following conditions which pre-date that decision:

- I. the Trip and Safety Coordinator must ensure that the Club is kept up-to-date with current and relevant issues of the BMC through its literature
- II. the Club must abide by BMC policy and guidelines at all times
- III. the Trip Leader Safety Document is incorporated into the Code of Practice.