

NEW COLLEGE BOAT CLUB



CONSTITUTION

Adopted on 18 January 2026
Last amended on 18 January 2026

This constitution (the “**Constitution**”) governs the New College Boat Club (“**NCBC**”), hereafter the “**Club**”. This Constitution supersedes all previous constitutions of the New College Boat Club.

All footnotes to the Constitution are not to be considered part of the Constitution, but rather as points of guidance and comment.

1 Objects

- 1.1 The Club’s objects are the support, development, improvement, and promotion of rowing at New College (the “**College**”), University of Oxford (the “**University**”); and the income and property of the Club shall be applied solely to those objects.

2 Compliance

- 2.1 The Club shall be administered at all times in accordance with the University’s Regulations for the Activities and Conduct of Senior Members.
- 2.2 The activities of the Club shall at all times be conducted in accordance with the University’s procedures, codes of practice, and policies in force from time to time on equality, harassment, freedom of speech, and safeguarding, available via the University Student Handbook .
- 2.3 The Club shall be registered as a member of Oxford University Rowing Clubs (“**OURCs**”), and by extension of British Rowing.
- 2.4 The Club shall comply with all regulations and recommendations of good practice of both OURCs and British Rowing. Where the regulations and recommendations of good practice of OURCs conflict with those of British Rowing, the Club shall follow those of OURCs.
- 2.5 The Club shall observe RowSafe, ensure compliance with RowSafe by the Club Members, and follow an appropriate procedure for risk assessment. If and for so long as the Club is responsible for the organisation of an inter-college competition, RowSafe shall include guidelines and appropriate risk assessments for that competition.
- 2.6 The Club shall maintain a dedicated website and may apply to the University’s or College’s IT Services to use its IT facilities in the name of the Club. Where relevant facilities are allocated by the IT Services of either the University or College, these will be the responsibility of the Secretary and Media Officers.

3 Membership

- 3.1 The **Club Members** include Ordinary Members, Active Members, Old Members, and Associate Members.
- 3.2 Any member of College (“**College Members**”) and any person whose name is on the University’s Register of Visiting Students and is affiliated with College for the period of their visit shall be considered an **Active Member** for a term if, in that term, they shall have completed five (5) or more training sessions or been entered into a race representing the Club.
- 3.3 All Active Members shall each term pay either senior subscriptions (“**Senior Subs**”) or novice subscriptions (“**Novice Subs**”) if that term marks their first experience of rowing as part of the Club and they are considered a novice for race entry under OURCs guidelines.
- 3.4 All Active Members who have paid Senior Subs for at least one (1) term, or have surpassed the requirements to do so that term, shall be considered **Ordinary Members** and shall continue to be so considered so long as they are a current member of New College (the “**Ordinary Membership Eligibility Period**”).
- 3.5 All Ordinary Members shall be eligible to vote at General Meetings and in Club Elections until such time as they come to the end of their Ordinary Membership Eligibility Period.
- 3.6 An Ordinary Member who has come to the end of their Ordinary Membership Eligibility Period shall be considered an **Old Member**.
- 3.7 Old Members shall have no voting rights, but will be encourage to participate in Club events and, at the discretion of the Executive Committee, may use Club owned equipment provided they have paid Senior Subs for that term.
- 3.8 The Executive Committee may, at its discretion, admit to become an **Associate Member** any person who:
 - (a) Is affiliated with College for a term or more;
 - (b) Is a University Member but is not affiliated with any college;
 - (c) Is an alumnus/a of college, regardless of whether or not they are already an Old Member.
- 3.9 Associate Members shall not have voting rights or be eligible to stand for election, unless in circumstances at the discretion of the Committee.
- 3.10 The Committee notes that additional restrictions are placed on Associate Members competing in events administered by OURCs and will work with the Club’s Associate Members to ensure any and all necessary conditions

are fulfilled before allowing an Associate Member to compete representing the Club.

- 3.11 All Club Members will be considered to have membership of the Club.
- 3.12 The Committee, with specific regard to the Senior Member's advice in relation to the relevant matter, may vote to revoke any Club Member's membership of the Club if removal of such person from their membership is deemed to be in the best interests of the Club. If the person concerned is a University Member, that person may appeal against such removal to a tribunal approved by the Senior Member, to be made up of persons who are not Committee Members.

4 Meetings of the Club Members

- 4.1 All meetings will be presided over by the **Chair**. This role belongs to the Secretary, unless they should be absent or decline to preside over the meeting, in which case the Committee shall elect another Committee Member to take the position. Ordinarily, this should be the President.
- 4.2 Neither the President nor the Chair will vote in any matter unless there is a tie, in which case the President will have the casting vote.
- 4.3 The Secretary must call an **Annual General Meeting** for all Club Members, with no less than fourteen (14) days' notice, before Week 5 in Trinity Term of that year.
- 4.4 At the Annual General Meeting, the Club Members will:
 - (a) Receive the annual report of the Committee for the previous year, the report having been approved by the Committee;
 - (b) Consider any motions of which no less than fourteen (14) days' notice has been given and any other relevant business.
- 4.5 A **General Meeting** may be called in any Full Term, either:
 - (a) By the President, the Secretary, or Treasurer, with no less than two (2) days' notice.
 - (b) Or on a written requisition by five (5) or more Club Members, stating the reason for which the meeting is to be called and delivered to the Secretary not less than five (5) days before the proposed date of the meeting.
- 4.6 Motions for a General Meeting may be proposed by any Club Member and must be submitted to the Secretary no less than 12 hours before the meeting.

- 4.7 The Secretary shall circulate an agenda for a General Meeting in advance of the meeting itself.
- 4.8 Motions shall be discussed at General Meetings as follows:
- (a) The proposer shall present their motion and, if there is no opposition, the motion shall be submitted for voting;
 - (b) The proposer shall present their motion and, if there is opposition to the motion, speak in favour of the motion, after which an opposer shall speak against it. General debate of the motion shall be mediated by the Chair, with members raising their hands to indicate a desire to speak or ask a question.
 - (c) Amendments to the motion proposed can be friendly, in which case they are adopted immediately into the motion, or unfriendly, in which case they are subject to the process of **(b)** and shall be voted on before the motion as a whole.
 - (d) The Chair shall call a vote once after appropriate discussion on amendments and the motion as a whole.
 - (e) Motions are passed by a simple majority, by a show of hands or secret ballot at the Chair's discretion.
- 4.9 The quorum for a General Meeting shall be sixteen (16) Club Members present in person, online or by proxy, of whom five (5) must be Committee Members. When any financial business is to be transacted, there must be present the Treasurer or a Committee Member deputed by the Treasurer to represent the Treasurer's 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.
- 4.10 The Secretary shall call a **Committee Meeting** at least once a term with no less than four (4) days' notice.
- 4.11 Committee Members may submit items to be discussed at the Committee Meeting to the Secretary in advance of the meeting.
- 4.12 The quorum for a Committee Meeting shall be eight (8) Committee Members present in person or online. When any financial business is to be transacted, there must be present the Treasurer or a Committee Member deputed by the Treasurer to represent the Treasurer's view to the meeting.
- 4.13 Every matter raised at a Committee Meeting, except where this Constitution provides otherwise, shall be determined by a simple majority of members present and voting. Voting by secret ballot shall be permitted at the discretion of the Chair. In the case of equal votes, the President shall have the casting vote. A vote held at a General Meeting shall be considered equivalent to a vote held at a Committee Meeting, except where this Constitution specifies a vote is required at a General Meeting.

- 4.14 At all meetings, the Chair must take minutes, to be kept and formally adopted, copies of which shall be made available on request to all Club Members and to the Senior Member.

5 The Committee

- 5.1 The **Committee** shall consist of:
- (a) The Executive Committee (see **5.6**);
 - (b) The Non-Executive (Running) Committee;
 - (c) The Senior Member.
- 5.2 All persons on the Committee, whether elected or appointed, are to be considered as **Committee Members**.
- 5.3 The Committee shall administer all of the Club's affairs, determine the Novice Subs and Senior Subs payable by all Active Members, have control of the funds and property of the Club, and have ultimate responsibility for the activities of the Club.
- 5.4 College Members shall at all times make up the majority of the Committee Members.
- 5.5 No Committee Member shall enter into or purport to enter into any arrangement, contract, or transaction on behalf of the Club with a value exceeding £1,000 unless the Committee has resolved to approve the relevant arrangement, contract, or transaction.
- 5.6 The **Executive Committee** shall consist of:
- (a) The President (see **5.7**);
 - (b) The Secretary (see **5.8**);
 - (c) The Treasurer (see **5.9**);
 - (d) The Captains, both Men's and Women's (see **5.10**).
- 5.7 The **President** shall:
- (a) Be responsible for the Club's general running and operation, and take a general advisory and supervisory role;
 - (b) Ensure cooperation between the Men's and Women's sides of the Club;
 - (c) Ensure annual calendar obligations are met and that major events are properly run;
 - (d) Ensure the general maintenance of the Core NCBC Folder;

- (e) Be responsible for amending the Constitution so that it remains fit for purpose, by submitting amendments if deemed necessary by the procedure detailed in Section **12**;
- (f) Make a good-faith effort to ensure the long-term stability, accessibility, and ethical conduct of the Club.

5.8 The **Secretary** shall:

- (a) Maintain a register of the Club Members, which shall be available for inspection by the Senior Member and OURCs on request;
- (b) Send a list of Club Members annually to College's Development Office, for the purpose of identifying Old Members;
- (c) Give notice of all Club meetings to the relevant Club Members;
- (d) Provide the agendas for all Club meetings;
- (e) In conjunction with the Media Officer(s), take responsibility for the operation and updating of a suitable club web-page, displaying at least current club contacts and the Constitution;
- (f) Inform the Senior Member if the Club ceases to operate, or is to be dissolved, and in doing so present a final statement of accounts;
- (g) Maintain a record of when blades were chalked;
- (h) In conjunction with the Media Officer(s), maintain contact with the College Archivist in order to preserve the Club's history;

5.9 The **Treasurer** shall:

- (a) Keep proper records of the Club's financial transactions in accordance with current accepted accounting rule and practices;
- (b) Oversee the organisation of Senior and Novice Subs;
- (c) Provide all information needed for battels to College;
- (d) Ensure that all Club Members are aware of the Club's fines policy at the start of each term;
- (e) Develop and implement control procedures to minimise the risk of financial exposure;
- (f) Ensure that bills are paid and cash is banked in accordance with the procedures developed under **5.3**;
- (g) Prepare an annual budget for the Club and regularly inform the Committee of progress against that budget;
- (h) Ensure that all statutory returns are made including VAT, income tax, and corporation tax if appropriate;
- (i) Seek advice as necessary on tax matters from the University's Finance Division;

- (j) Develop and maintain a manual of written procedures for all aspects of the Treasurer's responsibilities;
 - (k) Maintain separate accounts for an alumni fund, which shall be used for alumni and shall typically be the recipient of non-specific donations to the Club from Old Members;
 - (l) Make all records, procedures, and accounts available on request to the Senior Member.
- 5.10 The **Captains**, comprising the **Men's Captain(s)** and **Women's Captain(s)**, for their respective sides of the Club shall:
- (a) Be responsible for overseeing the training and selection of crews, in consultation with the coaching team;
 - (b) Be responsible for the day-to-day organisation of rowing at the Club;
 - (c) Hire and appoint coaches as required, subject to the approval of the Executive Committee;
 - (d) Be responsible for the maintenance of all Club equipment, in coordination with the Boatman where necessary;
 - (e) Represent the Club to OURCs, particularly in Captains' Meetings;
- 5.11 On neither the Men's nor Women's sides shall there be more than two (2) Captains.
- 5.12 The **Non-Executive (Running) Committee** shall consist of:
- (a) The Vice-Captains;
 - (b) The Captains of Coxes;
 - (c) The Captain of Ergs;
 - (d) The Social Secretary (or Secretaries);
 - (e) The Kit Representative;
 - (f) The Boathouse and Safety Officer;
 - (g) The Alumni and Sponsorship Officer(s);
 - (h) The Welfare Officers;
 - (i) The Media Officer(s).
- 5.13 The **Vice-Captains**, comprising the **Men's Vice-Captains** and **Women's Vice-Captains**, for their respective side of the Club shall:
- (a) Help the Captain(s) of their respective side manage and organise the squad;
 - (b) Be responsible for the training of the lower boats, in consultation with the Captain(s);
 - (c) Be responsible for the recruitment of novice rowers at the beginning of each academic year.

5.14 The **Captain of Coxes** shall:

- (a) Be responsible for the organisation, training, and certification of coxes in line with OURCs guidelines and rules;
- (b) Be responsible for the Club's lifejackets, cox boxes, microphones, boat lights, and other such equipment as necessary for the proper conduct of training;
- (c) Ensure that all equipment listed in ii. is in good working order and that there is a proper and fair distribution between crews of such equipment.

5.15 The **Captain of Ergs** shall:

- (a) Organise and run any Club indoor regattas, to take place in the Erg Suite;
- (b) Oversee the organisation of an annual 24 hour indoor ergathon in Trinity Term to raise funds for the British Heart Foundation, in co-operation with the Alumni and Sponsorship Officers.
- (c) Be responsible for the general maintenance of the Club's ergometers, as well as other equipment in the Erg Suite;
- (d) Be responsible for the safety and tidiness of the Erg Suite.

5.16 The **Social Secretary** (or **Secretaries**) shall:

- (a) Be responsible for the organisation, coordination, and publicity of all Club events, except those which are the responsibility of the Alumni and Sponsorship Officer(s) (see **5.19**);
- (b) Have special responsibility for events in Freshers' Week and events after Michaelmas Novice Regatta, Torpids, and Summer Eights;
- (c) Ensure the smooth running of the Boathouse bar and barbecue during Torpids and Eights' Week, including fulfilling licensing requirements, stocking the bar and finding volunteers;
- (d) Maintain an inventory of all surplus food and drink held by the Club;
- (e) Organise crewdates in keeping with the Club's demand and liaise with other college's boat clubs for the purpose of joint social events.

5.17 The **Kit Representative** shall:

- (a) Be responsible for all ordering and distribution of all Club-branded clothing and sportswear, except the Club pin badges (see **5.19**);
- (b) Be responsible for the ordering and distribution of the Club's blazers;
- (c) Maintain an inventory of all spare clothing and sportswear owned by the Club;
- (d) Ensure that Old Members have opportunities to buy Club merchandise, in conjunction with the Alumni and Sponsorship Officer(s).

5.18 The **Boathouse and Safety Officer** shall:

- (a) Ensure that all rowing activities, equipment, and facilities conform to OURCs and British Rowing safety standards and guidelines;
- (b) Maintain a yearly inventory of all Club equipment;
- (c) Organise and present safety briefings to the Club in accordance with OURCs procedures and stay abreast of OURCs safety guidelines;
- (d) Recruit volunteers for the Club's contribution to the marshalling and umpiring of OURCs events.

5.19 The **Alumni and Sponsorship Officer(s)** shall:

- (a) Form part of an Alumni and Sponsorship Team, consisting otherwise of the President, Secretary and Treasurer;
- (b) Be directed in their duties by an Alumni and Sponsorship Lead, who is appointed by the President in the case of there being more than one Officer, and who conducts their duties in consultation with the Team;
- (c) Be responsible for the organisation of events for Old Members, particularly Eights Dinner and drinks receptions in London and Henley;
- (d) Oversee the organisation of an annual 24 hour indoor ergathon in Trinity Term to raise funds for the British Heart Foundation, in co-operation with the Captain of Ergs.
- (e) Collaborate with the Media Officer(s) to conduct outreach with Old Members and potential sponsors;
- (f) Order and distribute the Club pin badges to Old Members, in coordination with the College Development Office;
- (g) Publish at least one (1) newsletter each year to the Old Members, with current information about the Club and its performance;
- (h) Maintain a working relationship with the College Development Office, particularly with regard to fundraising and keep Old Members engaged in the Club;
- (i) Research and, where possible, procure sponsorship for the Club and ensure any sponsorship obligations are fulfilled;
- (j) Keep up-to-date with the status of the 1912 Fund, and make a good-faith effort to increase its endowment.

5.20 The **Welfare Officers** shall:

- (a) Act as a neutral third party in mediating complaints or resolving disputes within the club;
- (b) Have a complete knowledge of the Club's Welfare Procedure;
- (c) Maintain high standards of impartiality and confidentiality;

- (d) Not have executive authority to impose sanctions, but may escalate matters in accordance with the Welfare Procedure.

5.21 The **Media Officer(s)** shall:

- (a) Report to the Secretary in most cases;
- (b) Maintain and update the Club's websites and Wikipedia page;
- (c) Maintain and update Google Drive access for all necessary Club members;
- (d) Control access to the Club's Instagram and Facebook pages;
- (e) Operate a centralised digital photo and video drive;
- (f) Consult with the Archivist (in conjunction with the Secretary) in order to preserve and disseminate Club history;
- (g) Maintain regular activity on social media pages, including but not limited to: marketing for events, fundraising and sponsorships; promotion of athletic activities; humorous, exciting and engaging content to increase the Club's visibility.
- (h) Collaborate with the Alumni and Sponsorship Officers to conduct outreach with Old Members and potential sponsors.

5.22 The **Senior Member** shall be the Warden of New College, unless they refuse, in which case the Executive Committee shall appoint a Fellow of College, by their consent, to be Senior Member.

5.23 The Senior Member shall:

- (a) Keep abreast of the actions and activities of the Club;
- (b) Provide information relating to the Club to the Proctors on request;
- (c) Seek to settle any preliminary disputes between the Committee and the other Club Members;
- (d) Ensure that adequate advice and assistance is available to the President, the Secretary, and the Treasurer in the performance of their responsibilities (as detailed at **5.6, 5.7, 5.8**);
- (e) Be available to represent and speak for the Club in the public forum and before the University authorities.

5.24 If during the period between the Club's annual Elections (see Section **8**) any vacancies occur amongst the Committee Members, the Committee shall have the power of filling the vacancy or vacancies up the next elections by co-optation, subject to a Committee vote in the case of Executive positions.

5.25 Outgoing Committee Members must instruct their successors in the proper conduct of their office. This is in most cases expected to be done through a handover document, and an in-person meeting.

- 5.26 Each Committee Member must, and shall procure that other Committee Members shall, at the end of their term of office promptly hand to the relevant successor in office (or to another Club Member nominated by the incoming Committee) all documents and records belonging to the Club, together with, on request from the Committee, any other property of the Club which may be in the outgoing office holder's possession.
- 5.27 The President and the Treasurer must complete any requirements to transfer authority relating to the control of the Club's bank account(s), building society accounts, or other financial officers to their successors in office.
- 5.28 The Committee shall have power to make regulations and standing orders in order to implement the paragraphs of this Constitution, and to settle any disputed points not otherwise provided for in this Constitution.
- 5.29 A Committee Member may be removed from their office if they are considered to be abusing their office, failing to carry out the duties relevant to their office, or bringing the Club into disrepute. A vote of no confidence may be brought against a Committee Member by:
- (a) Any Committee Member at a Committee Meeting, in which case they will be removed by a majority vote;
 - (b) At least five (5) Ordinary Members, who should submit the motion to the President in writing, who will arrange with the Secretary for an emergency General Meeting to be called at which the Committee Member may be removed by a two-thirds majority vote of approval.
- 5.30 In the case of a Committee Member being removed from their office, their duties shall fall to the President until the Committee has appointed or elected a successor.

6 Operations

- 6.1 The Committee shall fulfil all debts and contractual obligations entered into by any previous Committee.
- 6.2 Non-Club Members may only use Club equipment or property accompanying and in the presence of a Club Member by the invitation of the Committee, or in accordance with a training- or equipment-sharing programme organised by the Captains.
- 6.3 Damage to Club equipment or property must be reported immediately to the President, Captains, and Boathouse and Safety Officer.
- 6.4 The Committee shall award **Blades** to all Eights which gain achieve a bump on each and every day of Torpids or Summer Eights without being bumped, or which is Head of the River at the close of racing on the Saturday of a bumps campaign.

- 6.5 The Committee may award **Discretionary Blades** to an Eight which gains a bump each day of racing without being bumped, consisting of at least three days of racing. Technical bumps, penalty bumps, or technical row-overs, as defined by OURCs, may be admitted or disregarded at the Committee's discretion. Discretionary Blades must always be subject to a vote by the Committee.
- 6.6 Only first and second boat Blades can be chalked in College's Garden Quad, which only has capacity for five (5) chalkings. The Committee, to the best of its ability and in consultation with College, will ensure that each chalking is up for a minimum of five years from when it was originally chalked.
- 6.7 A Club Member shall have the right to purchase a first boat blazer (cream) if:
 - (a) They are entered, or have been entered in previous years, as a crew member of the Men's or Women's first boat for Summer Eights;
 - (b) The Committee votes to award the right, when a Club Member has made a significant and sustained contribution to the Men's or Women's first boat but has not fulfilled condition (a).
- 6.8 All Club Members have the right to purchase a Club blazer (purple).
- 6.9 Purple unisuits shall only be worn in races by those who have been selected for first boats, unless the Captains allow otherwise.
- 6.10 Care should be taken for Michaelmas Novice Regatta that novice kit is agreed upon across the Men's and Women's sides and between boats.

7 Subscriptions

- 7.1 The Treasurer shall propose the cost of senior subscriptions ("**Senior Subs**") novice subscriptions ("**Novice Subs**") (together, the "**Subs**") at the first Committee meeting of each term. This fee shall be disclosed to Active Members before Week 3 of each term.
- 7.2 Subs shall be determined as follows:
 - (a) Subs shall cover, wholly where possible, the cost of maintenance of Club equipment, coaches' pay, and entries into internal competitions.
 - (b) Subs shall not cover external training or training camps, the cost of which shall be the responsibility of participant Club Members.
 - (c) Club Members shall pay half of the entry and trailering costs when entering external regattas, up to the cost of £15. The Club shall cover the remainder of these costs, though the Treasurer retains the right to alter this arrangement if the cost to the Club exceeds £270

per Eight. If this is so, the Treasurer will notify all participant Club Members of the proposed change to the cost to them well in advance of their entry.

- (d) Subs may be reviewed at other times during term under extenuating circumstances. If this occurs, the Treasurer shall disclose the reviewed Subs fee first to the Committee and, if there are no objections from the Committee, then to all Club Members. If there are objections from the Committee, the Subs fee shall remain unchanged until the following term.

7.3 A waiver of Subs may be granted to any Active Member whom the Treasurer, after a confidential discussion, deems unable to pay the required amount. This waiver shall be granted on a case-by-case basis.

7.4 At the discretion of the President and the Treasurer, a reduced sculling subscription (“**Sculling Subs**”) may be offered to members wishing to use only the Club’s Small Boats.

8 Elections

8.1 Members of the Club shall annually elect Committee Members. Committee Members are eligible for re-election. Any office except those of President, Secretary and Treasurer may be held by multiple Members, provided, in the case of Captain, Vice-Captain and Social Sec roles, that the candidates run and be elected jointly. The Senior Member shall be a member of the Committee *ex officio*.

8.2 Elections shall be held in Trinity full term annually. The incoming Committee will replace the outgoing Committee on Saturday of 5th Week in Trinity Term. The incoming Committee shall be considered to hold their offices once the Warden has left the Dining Hall after Eights’ Dinner, or after the dinner has concludes, should the Warden be absent.

8.3 Hustings for each contested office and all Executive offices shall be held, and voting shall commence immediately after the conclusion of hustings. The Secretary shall give no less than seven (7) days’ notice of the hustings.

8.4 Candidates standing for election must submit their manifesto no less than two days before hustings. Manifestos should be submitted anonymously using a service such as Dropbox, and should not be viewed until two days before hustings, at which point they should be made accessible to all Members.

8.5 A manifesto must consist of:

- (a) A proposer and a seconder, both of whom are Ordinary Members. These may be Executive Committee Members, or the current office holders, but these choices are typically avoided.

- (b) Details of the candidate's suitability and plans for the role.
- 8.6 If no candidate has submitted a manifesto for a role less than two days before hustings, manifestos for this role can be submitted until immediately before hustings.
- 8.7 If a Committee position has not been filled after hustings, then the Committee reserves the right to appoint a member, on the receipt of a manifesto, by vote.
- 8.8 Only Ordinary Members (as specified in **3.4**) shall be eligible to vote in elections. Voting for every office shall be held online in the 24 hours following hustings, and be overseen by the Returning Officers, and such existing Committee Members as they request for assistance. Voting shall be by single transferable vote, i.e. a ranked ballot. The President shall abstain from voting, and in the event of a tie, shall have the casting vote.
- 8.9 All voting ballots must include the option to re-open nominations.
- 8.10 Elections shall be overseen by two Returning Officers. In the first instance, these shall be the Secretary and the President. If, after the deadline for manifesto submission, either of the above is standing for election to any position, Member(s) not standing for election may self-nominate to the temporary position of Returning Officer. This appointment shall be ratified by secret ballot of the Committee.
 - (a) The Returning Officers shall oversee the voting process, and shall hold office from their appointment until the results of the election are confirmed, at which point the office shall be dissolved. Returning Officers should not vote, nor should they disclose any details of the voting to other members of the Club.
 - (b) The identities of the Returning Officers shall be announced to the Club no less than 24 hours before hustings. If no Returning Officers are forthcoming, the position defaults to the Senior Member, who may nominate a member at their discretion, who is not standing for election.
- 8.11 Voting for certain positions shall be restricted to certain groups of Members.
 - (a) Only members of the men's squad may vote for election of the Men's Captain(s) and Men's Vice-Captain(s). Only members of the women's squad may vote for election of the Women's Captain(s) and Women's Vice-Captain(s).
 - (b) Only members of the men's squad may vote for election of the Men's Welfare Officer. Only members of the women's squad may vote for election of the Women's Welfare Officer.

- (c) Members entered to cox in a race for either squad in that academic year may vote for both men's and women's positions.
- 8.12 If any Member feels a position has been incorrectly elected, they may lodge an appeal with the outgoing Committee no later than five days after the announcement of results. Such an appeal may be the result of any reasonable grievance, including, but not limited to, the ineligibility of a candidate, misapplication of the rules specified in this Constitution, or ineligibility of electors to vote for the position.
- 8.13 In the case of such an appeal, an emergency Committee meeting (including any temporary Returning Officers) shall be called by the outgoing Secretary to investigate the allegation, unless they are the subject of the appeal, in which case any unimplicated Executive Committee member may call the meeting.
- 8.14 The member lodging the appeal shall have the right to represent their case at this meeting, or may remain anonymous. In this case, a member of the Executive Committee, who is not involved in the appeal, shall represent their case.
- 8.15 If a specific member of the Club has been accused of wrongdoing, they shall also have the right to represent themselves at this meeting.
- 8.16 The Committee shall vote by secret ballot whether to uphold the appeal. If the majority vote is to uphold the appeal, the Returning Officers shall arrange a re-election for the position in question.
- 8.17 Any discretionary or exceptional changes to these criteria must be voted on by the Committee and communicated in full to the Club no less than 14 days prior to the election.

9 Welfare & Complaints

- 9.1 The Club shall aim to foster an inclusive, respectful and mutually salutary environment, based on principles of sportsmanship. Members and coaches shall aim to endorse these values at all times.
- 9.2 The Committee shall produce, distribute and uphold a Welfare Procedure detailing the proper redress of complaints, conflicts, and matters of personal support.
- 9.3 This Welfare Procedure may be changed by the Committee, subject to a two-thirds majority vote.

10 Indemnity

- 10.1 So far as may be permitted by law, every Committee Member shall be entitled to be indemnified out of the Club's assets against all costs, charges, losses, expenses, and liabilities incurred by the relevant Committee Member in the execution or discharge of their duties as a relevant office holder or the exercise of their powers as a relevant office holder, or otherwise in relation to or in connection with the relevant office holder's duties as a relevant office holder. This indemnity shall extend to any liability incurred by a relevant officer in defending any proceedings, civil or criminal, which relate to anything done or omitted or alleged to have been done or omitted by the relevant office holder as a relevant office holder and in which judgment is given in the relevant office holder's favour (or the proceedings are otherwise indisposed of without any finding or admission of any material breach of duty on the relevant office holder's part), or in which the relevant office holder 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 the relevant office holder by the Court.
- 10.2 No Club assets shall be used to pay fines awarded by OURCs, except at the Committee's discretion. This Committee may also decide to pay only a portion of the fine, and, regardless, Club Members shall, in the first instance, be liable to cover any fines they incur.
- 10.3 So far as may be permitted by law, the Club may purchase and maintain for the benefit of any relevant office holder insurance cover against any liability which by virtue of any rule of law may attach to the relevant officer in respect of any negligence, default, breach of duty, or breach of trust of which the relevant office holder may be guilty in relation to the Club and against all costs, charges, losses, expenses, and liabilities incurred by the relevant office holder and for which the relevant office holder is entitled to be indemnified by virtue of **10.1**.

11 Dissolution

- 11.1 The Club may be dissolved at any time by the approving votes of two-thirds of those present in person or by proxy at a General Meeting, after an Executive Committee officer proposes the resolution to dissolve the Club. This General Meeting shall be held within 30 days of the resolution being proposed.
- 11.2 A General Meeting motion on the Club's dissolution is the only motion for which Old and Associate Members shall have voting rights.
- 11.3 In the event of the Club being dissolved, its assets shall not be distributed amongst Club Members, but shall be paid to College for use in support of rowing in College, or secondarily other sporting activities.

12 Amendments

- 12.1 Amendments to the Constitution may be proposed by any Committee Member and should be sent to the President. The President shall inform the Secretary of the proposed amendment, to be added to the agenda of the next Committee Meeting for discussion and review.
- 12.2 Amendments shall be adopted by a two-thirds majority at the next quorate Committee Meeting, in which case they shall be appended to the Constitution.
- 12.3 Should an amendment be passed, the updated Constitution shall be circulated immediately to all members of the Club and uploaded to the Club's cloud drive and website.

13 Interpretation

- 13.1 Any question about the interpretation of this Constitution shall be settled by the President, in consultation with the Executive Committee, and the Senior Member where appropriate.
- 13.2 This Constitution shall be binding on all Club Members, No regulation, by-law, or policy of the Club shall be inconsistent with, affect, or repeal anything contained in this Constitution.