



# Cambridge University Combined Boat Clubs Constitution

1. That the name of the body shall be the Cambridge University Combined Boat Clubs.
2. That the objects of the body shall be:
  - a. To promote the safe use of the Cam between Jesus Lock and Bottisham Lock by the University and College Clubs and to encourage courtesy to other river users.
  - b. To define and organise races between the College Crews. Such events should be in the best interests of the development of Cambridge College rowing and should take into account the wishes of the College Clubs.
  - c. To represent University and College rowing interests and such other matters relating to the Cam and subsequently the Cambridge Rowing Lake as shall be decided at general meetings.
3. That the membership of the CUCBC shall be composed of the Captains of each of the constituent College Men's and Women's Boat Clubs together with the Presidents and Vice-Presidents of the three University Clubs, the Honorary Secretary, the Coxswains' Representative and the Honorary Secretaries of each of the CUBC, CUWBC and the CULRC. Membership of the CUCBC shall open to the boat clubs of all constituent colleges of the University of Cambridge in addition to the boat clubs of Anglia Ruskin University and those defined by Rule 2a of the Regulations for Racing. All members of the University shall be able to participate in CUCBC-run events through membership of their own college boat club.
4. That at the beginning of the Michaelmas Term, the Secretary, or another officer of each College Boat Club, shall send to the Secretary of the CUCBC the names of all the officers of his/her club, with postal and e-mail addresses and telephone numbers.

## Officers

5. That the officers of the CUCBC shall be:
  - a. Between four and six senior members of the University rowing community. These would typically be members of College, or University fellowship or staff with an active interest in and knowledge of College rowing and Cam-related issues. These officers should serve for a renewable period of three years and should be appointed by the existing senior members.
  - ~~a.b. They One should elect from among themselves, one~~ person to act as CUCBC Chairman, one as CUCBC Senior Treasurer and one as CUCBC Safety Advisor elected by the Senior Committee among their membership and approved by majority vote of the Captains. The Senior Treasurer, shall be a member of the Regent House, or other person approved by the Junior Proctor.
  - ~~b.c.~~ An Honorary Secretary, elected annually by single vote at the Captains at the May Bumps Captains' meeting. Any member of the ~~College Boat Clubs~~ University or the constituent boat clubs in statu pupillari may stand for

election by submitting a manifesto to the present Honorary Secretary not less than 48 hours before the election.

~~e.d.~~ One *bona fide* in *statu pupillari* member from each of the CUBC, CUWBC and CULRC. This would currently be the Honorary Secretary of each of these clubs but this could be changed by a duly convened meeting of the individual clubs.

~~d.e.~~ The Coxswains' Representative, elected annually at the May Bumps meetings by the coxswains of the College Boat Clubs. Any member of the ~~College Boat Clubs~~ University or the constituent boat clubs in *statu pupillari* may stand for election by submitting a manifesto to the present Honorary Secretary not less than 48 hours before the election.

6.

- a. That there be an Executive Committee comprising of the Chairman, the Honorary Secretary, the Coxswains' Representative and the Honorary Secretaries of CUBC, CUWBC and CULRC. This Committee shall have responsibility for the day-to-day administration of the committee, College rowing on the River Cam and the organisation of races by the CUCBC ~~for. The Executive Committee organising College rowing on the Cam and~~ shall be led by the Honorary Secretary ~~who is responsible for the day to day administration of the committee, College rowing on the River Cam and the organisation of races by the CUCBC and; a majority of the elected members of the Executive Committee shall be full-time undergraduate or postgraduate students of the University of Cambridge;~~
- b. That there be a Senior Committee comprising the senior members of the CUCBC. This Committee shall have responsibility for discussions and recommendations relating to strategic and longer-term issues affecting College and University rowing on the Cam, and interactions with other official bodies (including, but not restricted to, the CRA, British Rowing, Cam Conservancy, CFPAS, local councils, police, University authorities). This Committee should meet on a regular termly basis, in advance of the main Captains' meeting of the term, and otherwise as necessary. The CUCBC Secretary should also normally attend these meetings.

7.

- a. That the Officers of the body shall have the right to co-opt, for individual committee meetings or for a period, such advisors as shall appear desirable to further the objectives of the CUCBC
- b. A Junior Treasurer should be co-opted annually [in the Easter Term] who shall be responsible for the day-to-day administration of the accounts, preparation of the budget (with the Senior Treasurer) and billing the constituent clubs.
- c. One or more Events Secretaries shall be co-opted annually [in the Easter Term] to facilitate the organisation of races by the CUCBC and the constituent clubs.
- d. An internet secretary should be co-opted annually [in the Easter Term] to maintain the CUCBC website and the e-mail lists.

## Meetings

8. That there shall be a general meeting of the CUCBC during the first two weeks of each term to which all members shall be invited. The meeting at the beginning of the Michaelmas term shall be an Annual General Meeting at which the accounts for the previous years shall be presented and approved and the names of the Officers who shall have been elected by the respective clubs or appointed to the Senior Committee shall be announced and approved.
9. That other general meetings of the CUCBC may be convened as often as business shall require and the Secretary of the CUCBC shall give at least two days' notice of such meetings. A meeting shall be called if the Chairman is requested, in writing, to call one by at least fifteen College Captains.
10. That no business shall be conducted unless there be at least fifteen members present excluding the Chairman. Each College Club shall have one vote for each of its Men's and Women's Clubs. The Chairman shall have a vote and a further casting vote at such meetings. That, on a proposal from the Officers, the Chairman may decree that a vote which would substantially affect the rules or regulations shall require a 67% vote of those present to be passed rather than the simple majority which will apply to other votes. The members of the Senior Committee shall only exercise their votes in the event that a matter of general concern to the good of the University is being discussed.
11. That the Secretary enter an account of all business transacted at meetings of the CUCBC in a Minute book and that at the opening of every meeting the minutes of the previous meeting, either pre-circulated to all members or read at the meeting, shall be approved.
12. That the committee or any person intending to bring forward a motion at a general meeting shall ensure that a copy of the motion be given to the Secretary at least three days before a meeting and the Secretary shall ensure that all such motions are circulated with notice of the meeting.

## Responsibilities

13. That the CUCBC shall be responsible for the following matters:
  - a. Rules of the River
    - i. all such rules on this stretch of the Cam as shall apply to University and College rowing boats, within the framework of the British Rowing rules and the Bye-laws laid down by the Conservators of the River Cam.
    - ii. in making these rules the CUCBC shall be cognisant of the special needs of University Crews (using University Blades) who are preparing for their responsibility to beat Oxford University. Such University crews shall ensure that, notwithstanding their special training needs, they use the Cam with safety as their prime responsibility.
    - iii. the penalties for failing to adhere to the rules shall be defined by the CUCBC. Such penalties shall be imposed by the CUCBC Officers through the medium of the Executive Committee. Any club so penalised shall have the right of written and verbal appeal to the Senior Committee, at least three of whose members should convene to decide the appeal (not

including the Chief Umpire, if this person is a Committee members, should a conflict of interest arise during CUCBC races), whose decisions on such matters shall be final.

- b. Inter-College Competitive events
  - i. rules for and eligibility to row in all events organised by the CUCBC.
  - ii. approval for the organisation of and the overseeing of events organised by College Clubs, including specifically matters of safety and river closure (in consultation with other river users).
  - iii. arrangements for the financing of the CUCBC organised races and approval for the entry fees for events organised by Colleges.
- c. Representation of University and College rowing interests in any such matters as shall be defined by the members in general meeting, with particular but not exclusive reference to matters concerned with the Cam and subsequently and additionally the Rowing Lake.

## Finances

- 14. That the CUCBC shall cause to be opened a specific bank account into which subscriptions, entry fees and fines shall be paid and from which the charges relating solely to control and safety of rowing and events on the Cam shall be met. The Senior Treasurer shall be responsible for ensuring that appropriate budgets and accounts shall be ~~established-established and that the accounts be audited in accordance with~~ University requirements.
- 15. That the funding of the CUCBC shall be by such Club subscriptions, entry fees for CUCBC events and fines as shall be agreed at the Annual General Meeting for that year.
- 16. That the CUCBC Secretary or such other Official as shall be defined, send out accounts for the previous term dues at the beginning of each term.
- 17. That Clubs which have outstanding dues or have not paid their current entry fees by the published date shall be ineligible to compete in CUCBC run races.
- 18. That the Senior Treasurer shall, through the Committee, advise the CUCBC on the financial state of the organisation when so required and propose any reserves to be retained. Any funds available at the end of the year and reported to the Annual General Meeting to be surplus to reserves shall be allocated as agreed by the Meeting. To this end a proposal shall be circulated to the Committee prior to the Annual General Meeting.
- 19. That the Senior Treasurer shall make arrangements for the Society's Accounts to be properly audited, either by themselves, or by some other person approved under University Ordinances.
- 20. That the Senior Treasurer shall not be liable for any financial debt or other obligation of the CUCBC unless personally authorised such a debt in writing;
- 18.21. That for so long as the CUCBC shall be Registered with the Junior Proctor, it shall be the duty of the Executive Committee to ensure that the Society complies with the requirements for Registration as a University Society.

## Rule Changes

22. That amendments and additions to this Constitution (and the Rules of the River and regulations for Racing) may be made by means of a majority decision at a properly convened general meeting of the CUCBC, save that no amendment to any clause in paragraphs 1 to 2719 of the Constitution shall be valid without the prior written approval of the Senior Committee, which approval shall not be withheld without good reason.
23. That no amendment to this Constitution intended to remove the position of Senior Treasurer, to alter its prerogatives and duties, or to change the criteria and procedure for the appointment of a Senior Treasurer can be put to a vote without the prior written agreement of the Junior Proctor of the University of Cambridge.

## Disciplinary Processes

24. That the CUCBC may expel or suspend a member whose actions are felt to be such as to bring the CUCBC into disrepute, or to adversely affect the smooth running of the CUCBC, events, or college rowing in a major way. Such expulsion or suspension can only be effected by a majority vote of all Executive Committee members, excluding the Senior Treasurer. In the event of an expulsion, the excluded member is required to return all equipment, documents and finances belonging to the Society within 7 days.
25. That if the excluded or suspended member wishes to appeal the decision, that appeal should be made to the Senior Treasurer, who will consider all the facts, and whose decision will be final. An appeal as to the process of exclusion, but not a further investigation into the facts, may be lodged with the Junior Proctor.

## Dissolution

26. That the CUCBC may be dissolved at a General Meeting provided that at least Twenty-one days written notice of the intention to dissolve the Society has been given to the members. At least two thirds of those present and voting at the General Meeting must vote in favour of the motion for Dissolution for it to be effective;
27. That any motion for Dissolution of the Society shall provide that assets remaining after all liabilities have been met shall be transferred either to another Registered University Society, or to the Societies' Syndicate.