

CONSTITUTION AND RULES OF CITY OF DERRY RUGBY FOOTBALL CLUB

(Revised and adopted at AGM 31 May 2006)
(Revised and adopted at AGM 28 May 2008)

1. The Club shall be called “CITY OF DERRY RUGBY FOOTBALL CLUB”.
The Club premises are situated at Judges Road, Londonderry.
2. The colours of the Club shall be Green, White and Black (Green Jersey, Black Shorts and Green Stockings with black top).
- 3.(a) The Club shall play under the Rules of the Irish Rugby Football Union
- 3.(b) The Club will work closely with the Irish Rugby Football Union to ensure that best practice in children’s sport is followed. In order to promote the best practice in children’s sport, the club will comply with the guidelines of the “Code of Ethics and Good Practice for Children’s Sport Ireland”, as set out in the Appendix.
- 3.(c) The Club is a non-profit making organisation. All profit and surpluses will be used to maintain or improve the Club’s facilities. No profit or surplus will be distributed other than to another non-profit making body or to members on winding up or dissolution of the Club.
- 3.(d) The overall governance and accountability of the club shall lie with the members, through the Trustees and the mechanism of the Annual General Meeting.

MEMBERS AND OFFICERS

4. The Club shall consist of Playing Members, Non-playing Members, Lady Members, Associate Members, Social Members, Country Members and Family Members.
- 5.(a) Each candidate for membership, including Associate Members, Lady Members, Social Members and County Members shall be proposed by two members of the Club and the name and address of such proposed member shall be entered on a nomination form, signed by the Proposed and Seconder. No application for membership shall be considered by the General Management Committee unless the appropriate subscription has been lodged with the Honorary Secretary or Treasurer. The General Management Committee shall have the power to accept or reject any proposal for membership and shall decide that the election shall be carried out by ballot, one adverse vote in five to exclude. Candidates for membership, whose names have been rejected, shall not be proposed again within twelve months from the date of rejection.
- 5.(b) An Associate Member, Social Member or Country Member shall have no right to vote in relation to the affairs of the Club and persons shall not be admitted in such numbers to membership not carrying rights of voting in relation to the affairs of the

Club as will result in the number of persons not having such rights being more than three times the number of persons having such rights.

- 5.(c) Any person who has, in the opinion of the General Management Committee, rendered exceptional or outstanding services to the Club or to the game of Rugby Football may be elected as an Honorary Life Member of the Club at the Annual General Meeting on the recommendation of the General Management Committee. An Honorary Life Member shall not be required to pay any subscription but shall have all the rights of an ordinary membership except the right to take part in the management of the Club or to vote at any meeting of the Club, and his rights may be further restricted at any time by the General Management Committee at its discretion. No Honorary Life Member shall be elected until his name and address shall have been displayed on the Club "Notice Board" as a prospective Honorary Life Member for at least six weeks prior to the Annual General Meeting, during which time any member of the Club may make representations to the Honorary Life Member, and the numbers of such Honorary Life Members shall not, at any time, exceed a maximum of three times the number of Ordinary Members of the Club having voting rights.
- 5.(d) The Officers of the Club, who shall be elected annually at the General Meeting shall consist of a President, Senior Vice-President, Junior Vice-President, Vice-Presidents, Chairman, Captains of XV's, Honorary Secretary, Honorary Match Secretary, Honorary Treasurer, Vice Chairman (Grounds and Property), Vice-Chairman (Finance and Marketing), Vice-Chairman (Rugby Development) and Honorary Auditors. Each of these Officers, except Vice-Presidents, shall be proposed and seconded by Members present.
- 5.(e) All officers of the club shall stand down at the end of their term of office, (one year), but shall be eligible for re-election.
- 5.(f) Vice-Presidents shall be elected annually at the General Meeting and shall be proposed and seconded by Club Members, in writing, and notice of such nomination shall be submitted to a meeting of the General Management Committee six weeks prior to the General Meeting.
- 5.(g) No Member who is not present at the General Meeting shall be elected to any Office, save that of Vice-President or the General Management Committee unless his proposer or seconder can produce, to the meeting, a consent to such nomination signed by the absent Member.
- 5.(h) The Honorary Treasurer shall keep proper and regular books of account of the property and funds of the Club and of all receipts and expenditure, and shall make up a statement of account for presentation at the Annual General Meeting after the same shall have been duly audited by the Club's duly appointed approved Auditors for the time being.
- 5.(i) An alphabetical list of the names of every Official and Member of the Club shall be kept on Club premises.

MEETINGS

6. The Annual General Meeting of the Club shall be held in the month of May in every year. Written notice of same shall be given to each Member at least seven days before the appointed date. At least twenty Members must be present at all General Meetings of the Club. The President shall act as Chairman of the General Meeting, or in his absence, one of the Vice-Presidents or, failing this, the Chairman shall be elected by the majority of those present. On divisions, the Chairman shall have a vote, and in cases of equality, a casting vote.
7. On receipt of a requisition, signed by twenty or more members or on a direction of the General Management Committee, the Secretary shall call an Extraordinary General Meeting, by written notice, which must state the object for which it is called.

COMMITTEE AND SUB-COMMITTEES

- 8.(a) The Management and Strategic Development of the Club will be in the hands of a "General Management Committee" consisting of the President, Senior Vice-President, Chairman, Honorary Secretary, Honorary Treasurer, Vice-Chairman (Rugby Development), Vice-Chairman (Grounds and Property), Vice-Chairman (Marketing and Fundraising), Honorary Match Secretary, Senior Ulster Branch representative, the Clubs committee representative, the Volunteer Co Ordinator, Club Captain (1st XV) and immediate Past President. The General Management Committee shall meet eight times a year and, save where it is provided otherwise by these Rules, six of the above shall form a quorum for any meeting.

Past Presidents and the immediate preceding Captain of the Club shall be ex-officio members of the General Management Committee.

- 8.(b) If, in the opinion of a General Meeting, the appointment of an Assistant Secretary, an Assistant Treasurer or an Assistant Match Secretary is advisable, such appointment can be made and the position shall be reviewed at the next Annual General Meeting.
- 8.(c) The General Management Committee may provide for the setting up of such Sub-Committees for such purpose and during such times as may appear to be necessary for the proper management of the Club affairs.
- 8.(d) The Operational Functions of the Club shall be in the hands of three Development Committees:
 1. Rugby Development
 2. Grounds and Property
 3. Finance and Marketing

The composition and functions of the Development Committees shall be as outlined in the "Framework for the Organisation and Management of City of Derry Rugby Football Club" document. This document to be maintained and amended as required by the General Management Committee, subject to any rule changes as may be

required under Rule 16.

- 8.(e) The General Management Committee shall appoint a Selection Committee.
- 8.(f) The General Management Committee shall appoint a Convenor of each Sub-Committee and any Club Member or Members may be elected by a Convenor to act on his Sub-Committee, subject to the approval of the General Management Committee. Proposed arrangements by a Sub-Committee shall be subject to confirmation by the General Management Committee to report on developments and shall be responsible to the General Management Committee for the actions of his Sub-Committee.
- 8.(g) The General Managements Committee may, from time to time, make, vary and revoke by-laws not consistent with these Rules fro the regulation of internal affairs of the Club and the conduct of Members. All by-laws shall, until revoked by the General Management Committee or a General Meeting, be binding on the Members.
- 8.(h) No Member of the General Management Committee or Sub-Committee, and no Manager or Servant employed in the Club, shall have any personal interest in the supply of intoxicating liquor in the Club or in the profits arising from such supply.
- 8.(i) No person shall be paid, at the expense of the Club, any commission percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club.
- 8.(j) No person shall, directly or indirectly, derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club or Members or Guests, apart from any benefit accruing to the Club as a whole.
9. The General Management Committee shall have power to fill any vacancy which may arise among the Officers of the Club or in the General Management Committee during their year in office, and shall co-opt any Convenor of a Sub-Committee appointed by the General Management Committee who is not already a member of the General Management Committee, and may co-opt Members for other special purposes, and shall have power to declare any office vacant by resolution passed by a majority of two-thirds of the Members voting at a meeting of Committee called for the purpose. Nine Members to form a quorum.
10. Subject to the over-riding authority of the Annual General Meeting, the General Management Committee shall have unlimited authority on every question of order and shall be the sole interpreters of the laws of the Club subject to the Rules of the Irish Rugby Football Union.
11. The General Management Committee shall have power to suspend from membership anyone who shall have been guilty of gross misconduct or wilful breach of these Rules, and it shall be lawful for the Club at the Annual or Extraordinary General Meeting convened for the purpose, after such suspension, to expel such Members from the Club.
12. The General Management Committee shall have discretionary power to decide upon

the number of Honour Plaques or other Honours to be awarded and the persons to whom such Awards shall be made, in any one year, for services to the Club.

- 13.(a) The General Management Committee may, from time to time, alter and repeal by-laws regulating the use of Club property and matters generally for the good conduct of the affairs of the Club. Such by-laws shall, provided they are not inconsistent with the Rules of the Club for the time being, be binding on all Members and be constructed as part of the Rules of the Club until they are rescinded or varied by the Club in General Meeting.
- 13.(b) The Club shall not incur any single expenditure exceeding twenty thousand pounds (£20,000) without the consent in writing of the Trustees of the Club. The Club and/or the trustees are authorised and empowered to borrow from time to time such sums of money to an extent not exceeding such amount and upon such terms and conditions as may be authorised from time to time by resolution of the General Management Committee of the Club.

SUBSCRIPTIONS

- 14.(a) The General Management Committee shall have power, from time to time, to alter the amount of Annual Subscription payable by all classes of Members, by resolution passed by a majority of two-thirds of the Members voting at a meeting of Committee called to consider such alterations, nine Members to form a quorum. The Annual Subscription payable by all classes of Members as may be determined by the Committee, from time to time, shall be printed in the Annual Fixture Card.
- 14.(b) The Subscription shall be payable, in advance, on 1st October in each year. Members with voting rights, whose Subscriptions are unpaid at 1st October, shall be ineligible to vote at any meeting of the Members of the Club until their Subscriptions are paid.
15. On 31st October, in each year, the Treasurer shall notify each Members, whether a voting Members or non-voting Member, whose Subscription is unpaid at that date and should the Members allow the Subscription to remain unpaid after 20th May next following, that Members shall be suspended. Any Playing Member, whose Subscription is unpaid at 31st October, may at the General Committee's discretion be ineligible for Team selection.

ALTERATIONS IN RULES

16. These Rules may be altered only at a General Meeting by a two-thirds majority of those present. Notice of any proposed alteration, together with names of the Proposer and Seconder, must be submitted to the Honorary Secretary three weeks before the meeting, in the case of an Annual General Meeting or, in the case of an Extraordinary General Meeting, details of the proposed alteration must be circulated to Members at least two weeks before the date of the meeting.

TRUSTEES

17. The property of the Club shall be vested in not less than five Trustees who shall be appointed by the Committee, and the property of the Club shall be vested in them to be dealt with by them, and the Committee may, from time to time, direct by Resolution (of which Entry in the Minute Book shall be conclusive evidence). The Trustees shall hold office until death or resignation, or until removed from office by the Committee. Where, by reason of such death, resignation or removal, it is necessary for a new Trustee or Trustees to be appointed, the Committee shall nominate the person or persons to be appointed the new Trustee or Trustees. For the purpose of giving effect to such nomination, the President is hereby nominated as the person to appoint new Trustees of the Club within the meaning of Section 35 of the Trustees Act (Northern Ireland) 1958 and he shall be Deed duly appoint the person or persons so nominated by the Committee.

VISITORS

- 18.(a) The same person, except if that person is a parent, husband, wife or child of a Member, shall not be admitted as a visitor to the Club premises on more than twenty days in any period of twelve months.
- 18.(b) A guest of a Member shall not be admitted to the Club premises except in the company of a Member and the Member shall, immediately on the admission of his guest to the Club premises, enter his name and address and the name and address of his guest in a book which shall be kept for that purpose and which shall show the date of each visit.
- 18.(c) Any three Members of the General Management Committee shall have the right to exclude or refuse admission without stating any reason to any stranger or visitor who, in their opinion, is an undesirable visitor, whether introduced by a Member or not.
- 18.(d) A Member shall be responsible for his guest, strictly observing the Rules and shall not leave the Club premises before his guest, and a guest of a Member shall not be supplied with intoxicating liquor in the Club premises unless upon invitation, and in the company, of the Member.

GENERAL

19. Intoxicating liquor shall not be supplied to any persons under the age of eighteen years.
- 20.(a) The hours, during which intoxicating liquor may be supplied in the Club premises, shall be as follows:
- (i) On weekdays, other than Good Friday or Christmas Day, from half past eleven in the

morning to eleven in the evening.

- (ii) On Good Friday from five in the afternoon to eleven in the evening.
- (iii) On Sundays from half past twelve in the afternoon until two o'clock in the afternoon and from five o'clock in the afternoon until half past eight in the evening.
- (iv) On Christmas Day from half past twelve in the afternoon until ten o'clock in the evening.

(The General Management Committee, shall determine, from time to time, the period or periods during which the Bar shall be open within the permitted hours above stipulated).

- 20.(b) There shall be exhibited, in a conspicuous part of the Club premises, a statement printed in plain type of the hours during which intoxicating liquor may be supplied on the premises.
 - 20.(c) No intoxicating liquor shall be supplied to persons, who are not Members of the Club, for consumption outside the premises of the Club.
 - 20.(d) Intoxicating liquor shall not be supplied to Members of the Club for consumption outside the premises of the Club except where the liquor is supplied in such quantities, and during such hours within the permitted hours, and on such days as the Sub-Divisional Commander PSNI, Strand Road Barracks, Londonderry, may authorise in writing.
21. No person, under the age of eighteen years, shall be allowed in the Bar after 9.00 p.m. on any evening while bar is open to sell intoxicating liquor in the bar area.
22. The Financial Year of the Club shall end on 30th April.

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APPENDIX

Guidelines of the “Code of Ethics and Good Practice for Children’s Sport in Ireland”

The adoption and implementation of the “Code of Ethics and Good Practice for the Children’s Sport in Ireland” and integral parts of the Club’s policy on children in the Club;

The Club’s Constitution has been approved and adopted by Club Members at an AGM or EGM;

The Club will permit all members over 16 years of age to vote, where possible. One parent/guardian will, where relevant, have one vote for all their children under 16 years of age;

The Club will ensure that the General Committee is elected by registered Club members at each AGM.

The Club will adopt and consistently apply a safe and clearly defined method of recruiting and selecting Sports Leaders;

The roles of Committee members, all Sports Leaders, and parents/guardians will be clearly defined;

The Club will appoint at least one Children's Officer, as outlined 2.6.1 of the Code;

The Club Chairman is designated to act as liason with the Statutory Authorities in relation to the reporting of allegations or suspicions of child abuse. Any such reports to be made according to the procedures outlined in the Code/ "Children First"/ "Our Duty to Care";

The Club will ensure best practice throughout the Club by disseminating its code of conduct, including the disciplinary, complaints and appeals procedures in operation within the Club to all its members. The Club's code of conduct will be posted in the Clubhouse;

The Club will put in place procedures for dealing with a concern or complaint made to the Statutory Authorities against a Committee member or Sports Leader or other member of the Club. A Sports Leader who is the subject of an allegation, which has been reported to the Statutory Authorities, will stand aside while the matter is being examined. He will be invited to resume full duties immediately if he is vindicated;

The Club will ensure that relevant Sports Leaders report to the General Committee on a regular basis;

The Club will encourage regular turnover of Committee membership while ensuring continuity and experience;

The Club will develop effective procedures for responding to and reporting accidents;

The Club will ensure that any unusual activity (high rate of drop-out, transfers, etc.) is checked out and reported by the Club Chairman to IRFU;

The Club will ensure that all Club members are given adequate notice of AGMs and other meetings;

The Club will ensure that all minutes of all meetings (AGMs/EGMs/Committee) are recorded and safely filed.

Amendments passed at AGM 28 May 2008

Rule 2: change "White shorts" to "Black shorts"

Rule 5(f) after "shall be" insert "submitted to the General Management Committee at least six weeks prior to the General Meeting"

(Note: The general meeting accepted the amendment to the above wording on the proposal of the Hon. Secretary to read “submitted to a meeting of the General Management Committee prior to the General Meeting)

WM Harkin
Hon. Secretary (Outgoing)
28 May 2008