



## Gosford All Blacks RFC

### Touch Section Policy

**(Approved by the Touch Section Committee 10 February 2015)**

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#### General Principles

1. The basic principles underpinning this Touch Section Policy are set out in Gosford All Blacks RFC's Articles of Association.
2. The objects for which Gosford All Blacks RFC ("the Club") is established include the furtherance and promotion of community participation in touch rugby. Article 2 states that *"The objects for which the Club is established are to further the promotion of community participation in healthy recreation by providing facilities for playing rugby union football, as played according to the laws of the game, the IRB Regulations relating to the game and the RFU rules and regulations; playing touch rugby, as played according to the laws of the game, the FIT regulations relating to the game and the ETA rules and regulations; and the encouragement and promotion of social activities for members."*
3. The furtherance and promotion of community participation in touch rugby shall primarily be undertaken by the Touch Section ("the Section") of the Club.
4. In respect of touch rugby, the Articles of Association (Article 3) further provide for the Club to affiliate to the ETA and to comply with and uphold the bye-laws, rules and regulations of the ETA and FIT as amended from time to time, and the rules and regulations of any body to which the ETA is affiliated.

#### Name

5. The Section shall be known as, and shall promote itself as, "Oxford Touch".

#### Management

6. As provided for in the Club's Structure of the Sections Rules (approved 16 July 2014), the Section shall appoint from its voting membership post-holders to the following roles:
  - a. Section Representative on the Club Board (which can be held in conjunction with another role)
  - b. Section Lead
  - c. Section Lead Coach
  - d. Section Finance and Membership Lead
  - e. Safeguarding Assistant
  - f. Section Fixtures Lead
7. The Section Representative shall be elected by the Voting Members in the Section and subject to formal Board approval, given the Representative will have director status and responsibilities.
8. Any individual holding one of the above Section roles should provide a report to the Board,

through the Section Representative on the Board, if required and, in the case of the Finance and Membership Lead, this should take the form of regular monthly management accounts.

9. The affairs of the Section shall be conducted by a Section Committee that shall be comprised of the holders of the above roles (with the option of including or excluding the Section Lead Coach from the Committee) as well as up to three additional Section members. In addition to the above-designated roles the Committee shall include a Section Secretary. It is suggested that one Committee member is assigned the role of Section Social Secretary.
10. The Section Committee shall ordinarily be elected by Voting Members of the Section at the Annual General Section Meeting. If the post of any Section Committee member should fall vacant after such an election, the Section Committee shall have the power to fill the vacancy until the succeeding Annual General Section Meeting provided that any vacancy or vacancies are brought to the attention of all Voting Members in the Section.
11. The Section Committee shall have full power to deal with all matters relating to the Section not reserved to an Annual General Section Meeting in terms of this Section Policy, including power to make public and enforce such Section bye-laws as the Section Committee feel necessary to govern the activities of the Section.

#### **General Meetings**

12. The Section shall hold an Annual General Section Meeting in the month prior to the Club's Annual General Meeting to:
  - a. Approve the minutes of the previous year's Annual General Section Meeting
  - b. Receive reports from the post-holders of the roles in paragraph 6
  - c. Nominate the Section's Representative-Elect for the Club's Board of Directors
  - d. Elect the Section Committee
  - e. Review and consider this policy and any bye-laws
  - f. Deal with other relevant business
13. An Extraordinary General Section Meeting shall be called by an application in writing to the Section Secretary supported by at least 10 per cent of the voting members of the Section. The Section Committee shall also have the power to call an Extraordinary General Section Meeting by decision of a simple majority of its members.
14. At least 14 days' notice and the Agenda shall be given to all Section members of any General Section Meeting. No business shall be conducted unless fair notice thereof is contained in the Agenda.
15. Decisions put to a vote shall be resolved by simple majority at General Section Meetings
16. The Section Lead shall hold a deliberative as well as a casting vote at General Section and

Section Committee meetings, in each case at the time the meeting commences its business.

17. The quorum at General Section Meetings shall be 20 per cent of the Section members and the quorum for Section Committee Meetings shall be 40 per cent of the Section Committee members.

**Responsibility for the policy**

18. The Touch Section Lead is responsible for managing this policy.