



Captains' Meeting Minutes

Tuesday 8th Week Trinity Term 2024

7.30pm, 11th June

Doctorow Hall, St Edmund Hall

Chair: Annie Anezakis (OUBC)

Attendance (voting members):

College Clubs: 50

Ratified Senior Umpires: 1

OURCs Committee: 5

Absences: Lincoln, Regent's Park, St Antony's & Trinity

1. **Welcome**
2. **Minutes of the Last Meeting**

Available at <https://ourcs.co.uk/organisation/meetings/>

No objections:

Minutes ratified.

3. **Matters Arising**

No matters arising

4. **University Review of Rowing Governance** – Sophia Ungermann to speak

It was explained that most of what had to be said was covered in the letter to rowing captains circulated by the Sabbatical Officer on behalf of the University Director of Sport on the 7th June. Given many clubs were in the midst of committee changeovers, attendees were asked to ensure that all interested parties had seen the letter.

Those present were informed that the Council for Oxford University Rowing (COUR) had requested a review of the supervision and regulation of all rowing within the university from the Sports Strategic Sub-Committee (SSSC), to which COUR reports. SSSC had commissioned such a review in early May. While it was not known precisely when the terms of reference or timetable for the review would be announced, these would be decided by those unaffiliated to either OURCs or COUR. It was expected that the review would begin over the Long Vacation and include a representative of the captains. In that expectation, the nomination of such a representative was to be raised at the end of the meeting.

5. **Ratification of Ordinary Committee Members** – Sophia Ungermann to speak

- Richard Mifsud (Osler/Worcester)
- Kyle Siwek (Queen's)

No objections:

OCMs ratified.

6. **Secretary's Election** – Samuel McLoughlin to speak

- John Davies (St Hilda's)

Nominated: Shea Heaney (St Hilda's)

Seconded: Sophia Ungermann (OURCs)

Votes for: 55,

RON: 0,

Abstentions: 1,

John Davies elected; it was further resolved that the election should not take effect until Michaelmas Term to allow for a smooth handover, with the captains to be informed in advance of when the precise changeover would take place.

7. **Treasurer's Election** – Samuel McLoughlin to speak

- Connor Philp (St Hugh's)

Nominated: Robert Doane-Solomon (Pembroke)

Seconded: Charles Orton (New College)

Votes for: 55,

RON: 0,

Abstentions: 1,

Connor Philp elected; it was further resolved that the election should not take effect until Sunday of 0th Week of Michaelmas Term, namely 6th October, to allow for a smooth handover.

8. **Captain of Coxes' Election** – Samuel McLoughlin to speak

In the absence of any nominees, the outgoing Captain of Coxes explained that it was an important role and all clubs would feel the effects of it being left vacant, e.g. a lack of coxing upgrade assessments. They stressed that they would neither be a student nor in Oxford next year, so beseeched captains to speak to any coxes who might be interested in the role and ask them to get in touch.

9. **Sponsorship and Media Officer's Election** – Samuel McLoughlin to speak

Again, no nominations had been received. The most recent holder of the role, currently vacant, explained that, while not as important as the Captain of Coxes, this was a key role and more flexible than the others. With no sponsor for some years, OURCs had been steadily running down funds. Particularly when large expenses such as the replacement of the launches or tannoy system used for racing arose, the lack of a sponsor would ultimately result in the raising of entry fees.

If captains knew anyone who might be interested in the role, they were asked to contact the Secretary.

10. **Amendment to the Constitution: University Squad Merger** – Samuel McLoughlin to speak

Two-thirds majority to pass

Change:

1.4. Membership of OURCs

- a. Membership of OURCs shall be open to the University Boat Clubs and College Boat Clubs.
- b. University Boat Clubs shall refer to the following clubs:
 - i. Oxford University Boat Club (OUBC)
 - ii. Oxford University Women's Boat Club (OUWBC)
 - iii. Oxford University Lightweight Rowing Club (OULRC)
 - iv. Oxford University Women's Lightweight Rowing Club (OUWLRC)
- c. College Boat Clubs shall refer to the following clubs:
 - i. boat clubs representing the Colleges and Permanent Private Halls of Oxford University, and;
 - ii. Osler House Boat Club.
- d. Boat clubs may apply for affiliation to OURCs at a Captains' Meeting upon the presentation of a request signed by a 10 members of the Club, one of which shall be a designated point of contact (as defined in 1.5.b), and another the designated Senior Member.
- e. Any motion to disaffiliate a College Boat Club is treated as a constitutional amendment (1.11).
- f. College Boat Clubs automatically cease to be affiliated on the 1st October if, in the previous year:
 - i. they have not entered any OURCs events
 - ii. they have not paid British Rowing affiliation fees, or

- iii. they have not submitted a British Rowing Safety Audit
- g. Exceptions to 1.4.f., in cases of bona fide financial, or otherwise, hardship, may be agreed prior to that date with the OURCs Senior Member or Senior Treasurer.

;

1.5. Membership Requirements

[...]

- b. All Member Clubs are required to provide details of points of contact. For University Boat Clubs, this must include their President and their Senior Member. For College Boat Clubs, this must include their Senior Member, and two captains. These points of contact must be confirmed to the OURCs Secretary in writing by the end of 2nd Week Michaelmas Term each year, and any changes to these during the academic year must be notified to the OURCs Secretary within 7 days of the change taking effect.

;

1.6. OURCs Committee

[...]

- b. The OURCs Committee shall consist of:
 - i. the Chair, who shall be the President of OUBC in academic years commencing in even years and the President of OUWBC in academic years commencing in odd years, and whose duty is to Chair OURCs Captains' Meetings;

, and;

1.7. Captains' Meetings

[...]

- h. Only the following may propose, second or vote on motions:

[...]

- iii. members of the University Boat Clubs who have been awarded rowing Blues or Half-Blues in the preceding 12 months, and;
Motions:
 - i. Motions:
 - [...]
 - iii. Motions that require the use of OURCs' funds for the University Boat Clubs, or any single College Boat Club may not be proposed without the approval of the OURCs Secretary and OURCs Treasurer.

To (changes in red):

1.4. Membership of OURCs

- ~~a.~~ a. Membership of OURCs shall be open to ~~the University Boat Clubs~~ Oxford University Boat Club (OUBC) and College Boat Clubs.
- ~~b.~~ ~~University Boat Clubs shall refer to the following clubs:~~
 - ~~i.~~ ~~Oxford University Boat Club (OUBC)~~
 - ~~ii.~~ ~~Oxford University Women's Boat Club (OUWBC)~~
 - ~~iii.~~ ~~Oxford University Lightweight Rowing Club (OULRC)~~
 - ~~iv.~~ ~~Oxford University Women's Lightweight Rowing Club (OUWLRC)~~
- ~~c.~~ b. College Boat Clubs shall refer to the following clubs:
 - i. boat clubs representing the Colleges and Permanent Private Halls of Oxford University, and;
 - ii. Osler House Boat Club.
- ~~d.~~ c. Boat clubs may apply for affiliation to OURCs at a Captains' Meeting upon the presentation of a request signed by a 10 members of the Club, one of which shall be a designated point of contact (as defined in 1.5.b), and another the designated Senior Member.
- ~~e.~~ d. Any motion to disaffiliate a College Boat Club is treated as a constitutional amendment (1.11).
- ~~f.~~ e. College Boat Clubs automatically cease to be affiliated on the 1st October if, in the previous year:
 - i. they have not entered any OURCs events
 - ii. they have not paid British Rowing affiliation fees, or
 - iii. they have not submitted a British Rowing Safety Audit
- ~~g.~~ f. Exceptions to ~~1.4.f.1.4.e.~~, in cases of bona fide financial, or otherwise, hardship, may be agreed prior to that date with the OURCs Senior Member or Senior Treasurer.

;

1.5. Membership Requirements

[...]

- b. All Member Clubs are required to provide details of points of contact. For ~~University Boat Clubs~~OUBC, this must include their Presidents and their Senior Member. For College Boat Clubs, this must include their Senior Member, and two captains. These points of contact must be confirmed to the OURCs Secretary in writing by the end of 2nd Week Michaelmas Term each year, and any changes to these during the academic year must be notified to the OURCs Secretary within 7 days of the change taking effect.

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- b. The OURCs Committee shall consist of:
 - i. the Chair, who shall be the ~~OUBC Men's~~ President ~~of OUBC~~ in academic years commencing in even ~~calendar~~ years and the ~~OUBC Women's~~ President ~~of OUWBC~~ in academic years commencing in odd ~~calendar~~ years, and whose duty is to ~~Chair~~ OURCs Captains' Meetings;

, and;

1.7. Captains' Meetings

[...]

- h. Only the following may propose, second or vote on motions:

[...]

- iii. members of the ~~University Boat Clubs~~OUBC who have been awarded rowing Blues or Half-Blues in the preceding 12 months, and;
- i. Motions:
 - [...]
 - iii. Motions that require the use of OURCs' funds for ~~the University Boat Clubs~~OUBC, or any single College Boat Club, may not be proposed without the approval of the OURCs Secretary and OURCs Treasurer.

Proposed: Samuel McLoughlin (OURCs)

Seconded: Sophia Ungermann (OURCs)

It was explained that these changes resulted from the move from four University Boat Clubs to just the one and had been agreed with OUBC in Michaelmas Term. Due to waiting for the new OUBC constitution to be approved by the Proctors, among other factors, they were only now being proposed.

No questions,

Votes for: 56,

Votes against: 0,

Abstentions: 0,

Motion passed.

11. **Amendment to the Code of Conduct: University Squad Merger** – Samuel McLoughlin to speak
Simple majority to pass

Change:

2.2. Scope

[...]

- c. Adherence to this Code of Conduct is a necessary, but not sufficient, condition for the safe running of College and University Boat Clubs as defined in 1.3. It is necessary for appropriate safe conduct to be exercised in situations that are not covered by the guidelines below.

To (changes in red):

2.2. Scope

[...]

- c. Adherence to this Code of Conduct is a necessary, but not sufficient, condition for the safe running of **OUBC and** College **and University** Boat Clubs as defined in **1.31.4**. It is necessary for appropriate safe conduct to be exercised in situations that are not covered by the guidelines below.

Proposed: Samuel McLoughlin (OURCs)

Seconded: Sophia Ungermann (OURCs)

It was noted that the change in numbering in this motion was a typo rather than a result of the merger.

No questions,

Votes for: 56,

Votes against: 0,

Abstentions: 0,

Motion passed.

12. **Amendment to the Code of Conduct: Use of CORC Facilities** – Samuel McLoughlin to speak
Simple majority to pass

Change:

2.8. Rules specific to the Isis

[...]

- I. Use of the City of Oxford RC Facilities

Crews using the City of Oxford Rowing Club grounds are expected to comply with all reasonable requests from CORC members relating to the following guidelines:

- i. avoid using the area at peak times for CORC members, *i.e.* weekday evenings and weekend mornings;
- ii. only use the grass areas for rigging/de-rigging, and for leaving boats unattended. Do not use car parking space, or the asphalt areas around the boathouse;
- iii. the landing stage should be occupied as briefly as possible when boating/landing, with priority given to CORC members;
- iv. boat and land pointing upstream whenever possible, and;
- v. do not leave trailers in the car park for more than 24 hours without permission from the CORC Committee.

To (changes in red):

2.8. Rules specific to the Isis

[...]

I. Use of the City of Oxford RC Facilities

Crews using the City of Oxford Rowing Club grounds **should ask permission before doing so, except in an emergency, and** are expected to comply with all reasonable requests from CORC members relating to the following guidelines:

- i. avoid using the area at peak times for CORC members, *i.e.* weekday evenings and weekend mornings;
- ii. only use the grass areas for rigging/de-rigging, and for leaving boats unattended. Do not use car parking space, or the asphalt areas around the boathouse;
- iii. the landing stage should be occupied as briefly as possible when boating/landing, with priority given to CORC members;
- iv. boat and land pointing upstream whenever possible, and;
- v. do not leave trailers in the car park for more than 24 hours without permission from the CORC Committee.

Proposed: Samuel McLoughlin (OURCs)

Seconded: Sophia Ungermann (OURCs)

It was noted that this change came about as a result of a request from CORC. While this might be viewed as a 'reasonable request' as already allowed for in the rules, it was explained that the motion in part sought to enshrine this in the rules so that the guidelines were all clearly set out in one place.

Clarification was sought as to whether permission might be granted via a college boatman. It was generally felt that this would be perfectly fine, as long as permission was given by one route or another, though the email address of the designated contact for CORC had been circulated to captains by the Sabbatical Officer on 10th June, along with those for Falcon BC and Oxford Amateur RC.

Votes for: 56,

Votes against: 0,

Abstentions: 0,

Motion passed.

13. **Amendment to the Rules of Racing: Final Finishing Order** – Q Sun to speak

Simple majority to pass

Change:

A3.18. Finishing Order

[...]

- m. The Final Finishing Order for the event shall be the Finishing Order of the last day of racing and shall include crews from the Final Finishing Order of the previous instance of the event that were 'not entered', did not qualify, or withdrawn as set out in A3.8.b, or A3.8.d, and other crews moved down the necessary number of places as follows
 - i. If lower crews of the same sex from the same College Boat Club are entered, higher positioned crews that were 'not entered' or withdrawn shall not be reinserted.
 - ii. Composite crews shall be removed from the Final Finishing Order with any non-composite crews moved up in order to fill their place
 - iii. Crews that do not enter or do not qualify for the second consecutive instance of an event shall not be reinserted.
 - iv. Crews withdrawn on safety grounds in accordance with A3.8.d shall be reinserted into their original position.
 - v. In Torpids, crews not entered or not qualified shall be reinserted 6 places lower.
 - vi. In Eights, crews not entered or not qualified shall be reinserted 4 places lower.
 - vii. In the event of there being more than one crew to reinsert, the crews should be reinserted starting from the Head of the River and working downwards.
 - viii. In the event that a crew which did not qualify has been invited to race at the bottom of the lowest division under A3.8.c, they shall be placed in the higher of either their position resulting from the Finishing Order from the last day of racing, or where they would be reinserted under A3.18.b.v or A3.18.b.vi.

To (changes in red):

A3.18. Finishing Order

[...]

- b. The Final Finishing Order for the event shall be the Finishing Order of the last day of racing and shall include crews from the Final Finishing Order of the previous instance of the event that were 'not entered', did not qualify, or withdrawn as set out in A3.8.b, or A3.8.d, and other crews moved down the necessary number of places as follows
 - i. If lower crews of the same sex from the same College Boat Club are entered, higher positioned crews that were 'not entered' or withdrawn shall not be reinserted.
 - ii. Composite crews shall be removed from the Final Finishing Order with any non-composite crews moved up in order to fill their place
 - iii. Crews that do not enter or do not qualify for the second consecutive instance of an event shall not be reinserted.
 - iv. Crews withdrawn on safety grounds in accordance with A3.8.d shall be reinserted into their original position.
 - v. In Torpids, crews not entered or not qualified shall be reinserted 6 places ~~lower~~ below their original position, or in the next available position if already occupied by a crew placed under A3.18.b.iv.
 - vi. In Eights, crews not entered or not qualified shall be reinserted 4 places ~~lower~~ below their original position, or in the next available position if already occupied by a crew placed under A3.18.b.iv.
 - vii. ~~In the event of there being more than one crew to reinsert, the crews should be reinserted starting from the Head of the River and working downwards. All racing crews in their finishing order to fill in the remaining places after crews placed under A3.18.b.iv. to A3.18.b.vi. have been reinserted.~~
 - viii. In the event that a crew which did not qualify has been invited to race at the bottom of the lowest division under A3.8.c, they shall be placed in the higher of either their position resulting from the Finishing Order from the last day of racing, or where they would be reinserted under A3.18.b.v or A3.18.b.vi.
 - ix. Crews are moved up to fill any remaining gaps and renumbered in sequence for each College Boat Club.

Proposed: Q Sun (OURCs)

Seconded: Ty Rallens (OURCs)

It was explained that this motion was brought to remove a potential issue in the procedure for compiling the Final Finishing Order at the end of each Torpids and Summer Eights, i.e. that from which the Starting

Order for the following edition of the race is derived. In the rules, a crew allowed to withdraw on safety grounds is reinserted in the Final Order on its original bungline, while a crew that was simply never entered is reinserted four places lower in Summer Eights and six lower in Torpids. It is therefore theoretically possible that two crews should, according to the rules, be reinserted onto the same bungline: this motion set out what to do if such a clash occurred, though it was stressed that this was indeed unlikely and had yet to take place.

The new A3.18.b.ix. was also briefly discussed, with the proposers explaining that this is what had in fact been done for some years anyway. It was asked whether it was possible for a club to request that their crews not be renumbered in this way, i.e. that the lower boat be higher in the bumps charts. This is not currently possible, though can be requested for Rowing On crews in a particular edition of bumps if, say, a club's third eight qualifies with a faster time than its second eight.

Votes for: 55,
Votes against: 0,
Abstentions: 1,
Motion passed.

14. AOB

- **Nomination of provisional captains' representatives to review boards** – Joe Hitchen to speak
 - a. Seeking a volunteer from those present who will still be a Captain or Club President next academic year to be part of the summer discussions around the Godstow flag. This nomination is not intended to preclude further representations or proposals from the relevant clubs. Ideally this person should be from a Godstow club and not directly involved in any proposals themselves.
 - b. Noting that the terms of reference of the Sports Strategic Sub-Committee review group are still being written by the University, so it is unclear exactly what role this person would have (if any): seeking a volunteer from those present who will still be a Captain or Club President next academic year to co-ordinate Captains' representation on the wider rowing governance review.

The Captains' Representative to COUR reiterated that many captains had felt let down and not represented in recent events surrounding the Godstow flag, as set out in the minutes and appended letters of the meeting of 4th Week of Trinity Term. They felt that it was clear why these representatives should be nominated and that this was a step in the right direction.

- a. It was noted that any nominee should have in-depth experience of college rowing and ideally some of rowing at Godstow. It was stressed that not everyone on the working party had experience of the Godstow stretch, so bringing that knowledge was key. It was also stressed that the deadline for signing racking contracts with St Edward's School (SES), based at Godstow, would be kept in mind since this was the key deadline for many clubs. The solution reached would need to be approved by the University Sports Safety Officer and Director of Sport, but ideally also be agreed with SES and included in the contracts. The OURCs Secretary was

announced as the primary point of contact for the working party and it was requested that any proposals, including supporting data, be sent to them.

- b. It was reiterated that the terms of reference for the SSSC review had yet to be set, but it was expected to be wide ranging and cover, among other things, the governance of OUBC, the governance of OURCs, and the relationship between the two. With no terms of reference as yet, the role of a captains' representative did not yet formally exist; however, the captains were encouraged to nominate one in expectation, since otherwise an additional Captains' Meeting might have to be called to approve a nominee. It was generally agreed that the representative must represent all the captains rather than a subsection, or simply representing their own opinions. The idea of the captains' representative having their own working group with representatives of individual clubs was mooted, though any specifics ultimately left for discussion outside the meeting.

On a related note, it was observed that the OURCs Captains' Representative to COUR only held the role for one academic year and, with the next meeting of COUR expected before the next Captains' Meeting, this meant the office would fall vacant if a candidate was not now elected.

a. **Nomination of a captains' representative for Godstow flag working group:**

- Sascha Frey (St Hugh's)

Proposed: Ty Rallens (OURCs/Merton)

Seconded: James Hopkinson (OURCs/Queen's)

Votes for: 52,

Votes against: 0,

Abstentions: 4,

Motion passed: Sascha Frey nominated.

b. **Nomination of a captains' representative for the SSSC rowing governance review, should it request one, effective until the next Captains' Meeting:**

- Charles Orton (New College)

Proposed: Daniel Ortion (Merton)

Seconded: Catherine Dillman (St Edmund Hall)

Votes for: 50,

Votes against: 0,

Abstentions: 6,

Motion passed: Charles Orton nominated.

c. **Election of OURCs Captains' Representative to COUR for 2024-25**

- Robert Doane-Solomon (Pembroke)

Nominated: Sophia Ungermann (OURCs)
Seconded: Charles Orton (New College)

Votes for: 50,
Votes against: 0,
Abstentions: 6,

Robert Doane-Solomon re-elected.

- **Michaelmas Novice Regatta naming and the 2024/2025 cycle** – Q Sun to speak

It was announced that no bids had been received to run the next Michaelmas Regatta and the window would therefore be extended until 25th June since someone was needed to run it, be it one club or a consortium of two. Captains were asked to have a look at the bid guide and consider if they wanted to bid, emailing the Sabbatical Officer if they had any questions.

Captains asked whether it would be possible for OURCs to run the event in the absence of any bidders. OURCs representatives explained that it would likely not be manageable since they had a changeover of committee over the Long Vacation, in some years delayed until Michaelmas Term itself depending on when candidates came forward. Organising a major event in that transition period would be difficult for the committee. It was also stressed that the large multi-day events organised by OURCs, Torpids and Summer Eights, were very dependent on former committee members taking time off work to help run the event and this could not be relied upon for an additional event. The Sabbatical Officer, in charge of the paperwork for OURCs events, noted that, with their contract only starting in September, they had little to no spare capacity before the start of Michaelmas Term and paperwork for events was supposed to be submitted to the relevant authorities at least six weeks in advance.

The captains were also reminded of the ongoing online poll regarding the renaming of the Regatta, which had so far seen few responses, and were encouraged in the meeting to submit their votes. While not announced prior to the end of the meeting, *Tamesis Regatta* was ultimately selected as the preferred name.

- **Summer swim tests** – Samuel McLoughlin to speak

Captains were reminded that the swim test requirement still applied over the summer, though tests might be arranged in the University pool. In order to cut costs, it had been suggested that clubs might 'club' together to book the pool. Captains were invited to work out how many athletes they might have, with the Sabbatical Officer offering to help with some of the organisation if occurring before the end of June, when their contract expires. Other members of OURCs were willing to assist after that date and it was agreed that there would be a clear transfer of contact point at that time.

- **Statement from the OURCs Treasurer** – James Hopkinson to speak

The Treasurer reminded captains that Summer Eights had of course seen a lot of expenditures by OURCs and explained that they would distribute a Treasurer’s Report once everything had been resolved.

It was also noted that the purchase of a replacement cannon for bumps, as discussed in the meeting of 18th January, had yet to occur, but was still expected and would remain a significant expense, if one that should hopefully not be needed again for decades if not centuries.

The Treasurer also gave an update regarding the discussions around what should be done with fines money and was hopeful that the meeting with OUBC would be arranged in the coming weeks. They expressed their preference that the money go towards a fund for those needing swimming lessons to pass their swim test, though any proposals will have to be approved by the captains.

- **Amendment to the Code of Conduct: RowSafe Reference** – Samuel McLoughlin to speak
Simple majority to pass

Change:

2.4. Athlete Requirements

- a. All Member Clubs must ensure that their athletes are safe to go on the water. This involves:
 - i. ensuring that all athletes have passed a swim test in the last six years demonstrating their ability to meet the standards laid out in RowSafe, section 1.9, College Boat Clubs should follow the guidance provided by the Sabbatical Officer. All rowers and coxes should be swim tested at the first available opportunity and in any case before their sixth session on the water. No athlete who has yet to pass a swimming test may go out onto the water following their fifth session, or following the failure of such a test until they subsequently pass.

To (changes in red):

2.4. Athlete Requirements

- a. All Member Clubs must ensure that their athletes are safe to go on the water. This involves:
 - i. ensuring that all athletes have passed a swim test in the last six years demonstrating their ability to meet the standards laid out in RowSafe, section ~~1.9~~**3.6**, College Boat Clubs should follow the guidance provided by the Sabbatical Officer. All rowers and coxes should be swim tested at the first available opportunity and in any case before their sixth session on the water. No athlete who has yet to pass a swimming test may go out onto the water following their fifth session, or following the failure of such a test until they subsequently pass.

Proposed: Samuel McLoughlin (OURCs)
Seconded: Sophia Ungermann (OURCs)

The proposer apologised for only raising this item in the meeting itself. The agenda had been compiled at the back of a boathouse between races at Oriel Regatta and, in the excitement, this motion had been omitted. Given its succinct and seemingly inoffensive nature, it was hoped its raising might not delay attendees too long.

It was explained that, though discussed previously, this change had now been agreed by COUR who, while their consent was not strictly necessary, always took a keen interest in matters relating to swimming competency.

Votes for: 56,
Votes against: 0,
Abstentions: 0,
Motion passed.