

**RUGBY FOOTBALL UNION**  
**NATIONAL CLUBS ASSOCIATION**  
**CONSTITUTION**

**1. NAME**

The name of the Association shall be the Rugby Football Union National Clubs Association, (the Association).

**2. OBJECTS**

The objects of the Association are the promotion, encouragement and extension of Rugby Union Football and (without limiting the generality of the foregoing) the non-exclusive representation of the interests of the Clubs in Membership of the Association on all matters of mutual interest to them. The Members of the Association shall undertake to comply with RFU and World Rugby Rules, Bye-Laws and Regulations so far as they relate to NCA Clubs.

**3. MEMBERSHIP**

The Members of the Association shall be those Clubs qualified to participate in National Division 1 and National Divisions 2 North and 2 South of the English Clubs Rugby Union Championship (or any subsequent title of that competition) for the season following that year's NCA Annual General Meeting.

**4. SUBSCRIPTIONS**

The Members shall pay to the Association such subscription as shall be decided annually at the AGM.

**5. OFFICERS**

The Officers of the Association shall be the Chairman, the Secretary and the Treasurer, all of whom shall be elected annually at the AGM. An Officer must either be a member of a Member Club or have been a member of a Club which had been in membership of the Association within the preceding 12 months.

Nominations for Officers must be submitted to the Secretary in writing at least twenty-one (21) days before the AGM. Each nomination must be supported by signatures from six (6) Members of the Association.

**6. EXECUTIVE COMMITTEE**

The Executive Committee shall comprise: -

a) The Officers

b) One (1) representative from Division 1 and one (1) representative from Division 2 from each of the four geographic Divisions of the Rugby Football Union (RFU) elected from within their membership by those Members within each of the respective Divisions.

c) All members of the Executive Committee shall hold office from the end of one AGM until the succeeding AGM and shall be eligible for re-election.

d) A Representative of the RFU who shall be co-opted by the Executive Committee. This Representative shall be appointed by the RFU.

N.B. The Executive Committee shall have the power to co-opt any person or persons as from time to time are deemed appropriate. Such persons will have no voting rights.

## **7. MANAGEMENT**

The affairs of the Association shall be administered by the Executive Committee, which shall meet as often as the Chairman shall decide and in any event 4 times per year, or on the requisition of at least four members thereof and shall without limiting the generality thereof have the following powers and obligations: -

a) The power and authority to represent the interests of Members and to commit the said Members in all matters appertaining to the well-being of the Membership.

b) The power to call meetings of Members at any time that it considers necessary and to appoint the time and place of the AGM which shall be held at any time during the year but no later than 60 days of the official end of the season.

c) The power to carry out such tasks as are delegated to the Association by the RFU

d) The obligation to properly record and account for moneys received and paid by the Association in such form as may be properly audited.

## **8. EXECUTIVE COMMITTEE QUORUM**

A quorum at any meeting of the Executive Committee shall be a minimum of 51% of its members which shall include at least 1 representative from National Division 1 and 1 representative from either National Division 2 North or South.

## **9. EXECUTIVE COMMITTEE VOTING**

a) Each representative at any meeting of the Executive Committee shall have one vote (except in the case of co-opted representatives) and in the case of equality the Chairman (or acting Chairman) shall have a casting vote.

b) The Officers shall not be entitled to vote at Executive Committee Meetings except in the case of the Chairman as provided in Rule 9(a) and in the case of any Officer where he is a duly elected representative under Rule 6(b).

## **10. CHAIRMAN**

In the absence of the Chairman for any reason at General Meetings or Executive Committee meetings, members of the Executive Committee may appoint the Chairman of the meeting.

## **11. ANNUAL GENERAL MEETING**

11.1 The AGM will be chaired by the Chairman of the Association or in his absence a member of the Executive approved by the meeting and the business will be:

a) to receive, approve and adopt the Audited (if necessary or appropriate) Accounts of the Association for the year ended on the preceding 31st March;

- b) to receive the Annual Reports from its Officers;
- c) to elect the Officers for the ensuing year;
- d) to elect the Auditors for the ensuing year, if necessary or appropriate;
- e) to approve the Membership subscriptions for the ensuing year;
- f) to agree the policy of the Association on matters identified by the Executive Committee as relevant from time to time;
- g) to consider and vote on any resolutions proposed by a member club and seconded by at least two other member clubs. Such resolutions need to be made in writing and submitted to the Secretary no later than twenty-one (21) days before the AGM.

11.2 Each Member Club shall be entitled to send no more than two (2) Representatives to any General Meeting, of whom one only shall be entitled to vote in accordance with Rule 14.

11.3 Twenty-four (24) voting Representatives from the Members shall constitute a quorum and, in case of voting equality, the Chairman (not representing his own Club) shall have the casting vote.

11.4 In the event that the AGM is inquorate, the Secretary will write to all clubs within 14 days of the AGM listing all appointments made and resolutions discussed and asking clubs to respond in writing to the Secretary within 14 days indicating whether they accept or reject these appointments and resolutions. Appointments and resolutions will require a simple majority support of the clubs to be effective.

## **12. GENERAL MEETING**

A General Meeting shall be held at the discretion of the Executive Committee at a time and place to be decided by the Executive Committee. In the event a meeting is inquorate it shall be adjourned to a date (not less than 2 weeks and not more than 4 weeks from the date of the original meeting) fixed by the Chairman and notified to the Members. At any such adjourned meeting the quorum shall be fourteen (14).

## **13. EXTRAORDINARY GENERAL MEETING**

The Secretary, on receipt of a requisition signed on behalf of not less than fourteen (14) Members, shall within fourteen (14) days call an Extraordinary General Meeting, of which not less than twenty-one (21) days' notice shall be given to each Member. It should state the date, time and place of such a meeting and the object for which it is to be called. Any such requisition, as aforesaid, must specify the object for which the meeting is required and the resolution that is to be proposed thereat.

## **14. VOTING RIGHTS**

At any General Meeting referred to in Clauses 11, 12 or 13, each Member shall have 1 vote.

## **15. DIVISIONAL REPRESENTATIVES**

The Members of each Division shall form a Divisional Committee to discuss matters of mutual interest relevant to the Association and to that Division. Each Division shall have its own Constitution which shall be approved by and lodged with the Executive Committee.

## **16. NOMINATIONS TO THE RFU COMMITTEE AND SUB-COMMITTEES**

- a) The Members will elect a representative to serve on the RFU Council by postal/email vote in accordance with the appropriate RFU regulations.
- b) The Executive Committee shall nominate Representatives to serve for the succeeding year on such RFU Committees as the RFU shall from time to time require. The nominated Representative must either be a member of a Member Club or be a member of a Club which had been in membership of the Association within the preceding 12 months.
- c) The nomination of the Representative to serve on the RFU Council shall be made by and submitted to the RFU by the 1st April.
- d) Nominations to the Committees of the Union shall be made each year by the Executive Committee in accordance with any procedure or other provisions approved by the Association in General Meeting and submitted to the RFU as and when required.

## **17. RFU**

Neither the Association nor the Executive Committee shall have power to implement any course of action that (a) could affect any club in membership with the RFU which is not a member of the Association without the permission of the RFU; or (b) is inconsistent with the rules or regulations of the RFU.

## **18. AMENDMENTS TO RULES**

These rules may be changed only by majority vote of over 60% (sixty percent) of the Members present and voting at a General Meeting provided that at least twenty-one (21) days prior written notice of the proposed change has been given to the Secretary of every Member. All changes made under the provision of this Rule to be effective require the approval of the RFU under Rule 16.1(r))

## **19. GENERAL**

All matters for which no provision is made and the interpretation of these Rules shall be subject to the provisions of the RFU Rule 16.1(r))

MAY 2018