

Oxford Ramallah Twinning Constitution

(Adopted at the AGM on 16/5/2023)

1. NAME OF THE ORGANISATION

The name of the organisation shall be Oxford Ramallah Twinning (referred to hereafter as ORT).

2. AIMS AND OBJECTIVES

- a) ORT is established for the purposes of actively promoting the twinning partnership between the cities of Oxford and Ramallah by:
- i) Fostering cooperation and support between schools and institutions of higher education, cultural institutions, associations, clubs, societies and informal educational organisations
 - ii) Encouraging a greater understanding of each other's cultures, history and traditions
 - iii) Supporting environmental protection and sustainable development, and the local groups and community organisations which are active in these fields
 - iv) Encouraging the development of the local economy, particularly through activities which are based on sustainable development
 - v) Promoting human rights (as set out in the Universal Declaration of Human Rights and subsequent United Nations conventions and declarations), social inclusion and upholding the principles of dignity and respect as embodied in Oxford's status as a city of Sanctuary.
- b) ORT may encourage, promote and participate in events organised by Oxford's other twinning link organisations. It may also participate in events in Ramallah and in Oxford's other twin cities in support of their partnerships.
- c) ORT may arrange social, cultural or educational events in order to encourage its members and other interested people to meet together.
- d) ORT may co-operate or enter into partnership agreements with other organisations whose objectives include promoting town twinning activities, especially where this relates to Ramallah and Palestine.
- e) ORT is independent of Oxford City Council, but is tasked by the Council in performing this role on behalf of the Council. ORT works closely with both Oxford City Council's International Co-ordinator and the *Oxford International Links Committee* (OIL), to which ORT nominates three representatives, two of whom shall be voting members of OIL.

3. ORGANISATION AND MANAGEMENT

ORT shall consist of:

- a) an Association formed of personal members and members of other groups.

Membership will be open to persons who have an interest in supporting the objectives of ORT and the promotion of the human rights of people in Ramallah and Palestine. This includes people representing groups.
- b) the ORT Management Group. This Group will be responsible for organising and co-ordinating the finances of ORT and for co-ordinating the relevant civic programme. The Group will comprise of the Executive Officers of ORT (Chair, Treasurer and Secretary)

4. ORT EXECUTIVE COMMITTEE AND OTHER OFFICERS

The Executive Committee of the ORT shall be:

- (i) Chair
- (ii) Treasurer (for ORFA and ORT)
- (iii) Secretary

Each of these shall be elected at the Annual General Meeting.

In addition to these Executive Officers, further ordinary officers may be appointed to facilitate the work of ORT.

5. FINANCE

(i) ORT may be funded by grants from Oxford City Council, normally through the *Oxford International Links Committee*.

(ii) ORT may raise funds or seek sponsorship from other sources as it considers appropriate,

(iii) ORT will have the power to make donations and grants to organisations and individuals involved in exchange activities in furtherance of the primary purposes of the Link. Decisions on grants will normally be made by the ORT Executive Officers, but these must be reported to the next available Association General Meeting.

(iv) ORT through its Executive Officers will have the power to make payments towards expenses necessarily incurred by officers or members of ORT in carrying out duties and activities as approved by its members. Such payments must be reported to the next available Association General Meeting and recorded in the accounts.

(v) The income of ORT shall be applied solely towards the achievement of the Aims and Objectives of ORT as set out in Section 2.

(vi) The financial year will run from 2nd April to 1st April in each year.

(vii) The Treasurer shall maintain the accounts for ORT and shall deposit the funds of ORT in a bank or building society approved by the ORT officers, and shall present a statement of accounts and balance sheet for the previous year at each Annual General Meeting. The Treasurer for ORT will also be the treasurer for Oxford Ramallah Friendship Association (ORFA). This work will be completed in conjunction with ORFA.

6. ANNUAL GENERAL MEETING

ORT shall hold an Annual General Meeting normally within the period from 2nd April to 30th September of each year, the principal purpose of which shall be to elect its officers and to receive reports from the Officers, including a financial statement for the preceding year from the Treasurer.

7. VOTING AT ANNUAL AND GENERAL MEETINGS

Each individual member shall have one vote. Decisions will be expected to be made by consensus.

8. OTHER GENERAL MEETINGS

The Association shall hold at least three other General Meetings in a year for discussion of any matters relevant to ORT.

10. QUORUM FOR ANNUAL AND GENERAL MEETINGS

A quorum shall be a minimum of five, of whom one shall be either the Chair, Vice Chair or one of the other officers.

11. EXECUTIVE MEETINGS

Executive meetings will be convened, as necessary. The Executive will have powers to take decisions on day-to-day administrative matters and on the issue of grants and donations in accord with this Constitution. All major decisions taken will be reported to the next available Association General Meeting.

12. OXFORD CITY COUNCIL'S SAFEGUARDING & RISK ASSESSMENT POLICIES

ORT commits itself to supporting the City Council's Safeguarding and Risk Assessment policies.