

# NOTICE OF ANNUAL GENERAL MEETING

British Universities and Colleges Sport Ltd



**Registered address:** 20-24 King's Bench Street, London, SE1 0QX

**Charity number:** 1126863

**Company number:** 06483060

**Date:** 12 December 2023

**Time:** 13:45-16:00

**Location:** Senate Chamber, Trent Building, University of Nottingham, University Park Campus, Nottingham, NG7 2RD, United Kingdom

---

Notice is hereby given that the Annual General Meeting (AGM) of British Universities and Colleges Sport (BUCS) will be held on Tuesday 12 December 2023 from 13:45 to 16:00. The meeting will be held at the University of Nottingham in the Senate Chamber, Trent Building, NG7 2RD.

## Attending the Meeting.

---

provides Your attendance and participation are of great importance to the success of our AGM, and we highly encourage you to attend.

Please register to attend by completing the form [here](#).

The formal agenda and papers are available [here](#).

The AGM agenda will be as follows:

1. Welcome
2. Apologies
3. Minutes: Ordinary resolution vote to receive and approve that the minutes of the 2022 AGM be adopted a true record of the meeting.
4. CEO Update: To provide an update on the activities of BUCS since the previous AGM.
5. Annual report and accounts: To receive the Company's annual accounts for the financial year ended 31 July 2023 together with the directors' report and auditor's report on those accounts.
6. Articles of Association proposed amends: Special resolution votes to approve proposed amends to the BUCS Articles of Association.
7. Affiliation Fees: Ordinary resolution vote to approve the affiliation fee calculation, including the application of appropriate RPI for the 2024/25 season.
8. Board Trustees: Ordinary resolution votes to ratify the trustee appointments and tenure extensions since the 2022 AGM.
9. Member questions and any other business.

## Resolutions.

---

Member Representatives shall exercise the right of membership on behalf of their Member Institution and will consider and vote on the resolutions below. Voting on all resolutions will be conducted on a show of hands.

As soon as practicable following the meeting, the results of the voting will be announced and posted on BUCS' website.

Resolutions 1, 2, 3 and 4 will be proposed as ordinary resolutions and resolutions 5 and 6 will be proposed as special resolutions.

### Ordinary Resolutions

To pass the ordinary resolutions 1, 3 and 4 outlined below, a simple majority of the votes cast by the Member Representatives is required.

British Universities and Colleges Sport Ltd

Registered address: 20-24 King's Bench Street, London, SE1 0QX

Charity number: 1126863

Company number: 06483060

1. To receive and approve that the minutes of the 2022 adjourned AGM held on 13 December 2022 and the continuation of the 2022 AGM held on 31 January 2023 be adopted a true record of the meetings.
2. To receive the Company's annual accounts for the financial year ended 31 July 2023 together with the directors' report and auditor's report on those accounts.
3. To approve the affiliation fee calculation, including the application of appropriate RPI for the 2024/25 season
4. To ratify the trustee appointments and tenure extensions since the 2022 AGM.

### Special Resolutions

To pass the special resolutions outlined below, approval of 75% of the votes cast by the Member Representatives is required.

5. Amending Articles of Association.

THAT with effect from the conclusion of the AGM, the Articles of Association of BUCS be amended by:

Original Text	New Text
<p><b>1. <u>Defined Terms</u></b></p> <p>1.1 In these Articles, unless the context requires otherwise:</p> <p>"Nominations Committee" means the nominations committee for the Company established by the Board and which a majority of its committee members shall be Independent Directors. It shall be chaired by the Chair (except when it is dealing with the appointment of a successor to the Chair, when it shall be chaired by an Independent Director);</p>	<p><b>1. <u>Defined Terms</u></b></p> <p>1.1 In these Articles, unless the context requires otherwise:</p> <p>"Nominations Committee" means the nominations committee for the Company established by the Board and which a majority of its committee members shall be Independent Directors.</p>

6. Amending Articles of Association.

THAT with effect from the conclusion of the AGM, the Articles of Association of BUCS be amended by:

Original Text	New Text
<p>21.5. Subject to Article 21.7, the Board shall procure that no director (whether already holding office at the date of adoption of these Articles or whether appointed, elected or co-opted subsequently) shall hold office for more than two terms of three years, unless:</p> <p>21.5.1. a director is elected to the position of Chair, in which case they may hold office for three terms of three years; or</p> <p>21.5.2. in exceptional circumstances, where there is a requirement for continuity of particular skills and experience on the Board, the Board may, at its sole discretion, extend the term of office of a director by one year.</p>	<p>21.5. Subject to Article 21.7, the Board shall procure that no director (whether already holding office at the date of adoption of these Articles or whether appointed, elected or co-opted subsequently) shall hold office for more than three terms of three years, unless:</p> <p>21.5.1. in exceptional circumstances, where there is a requirement for continuity of particular skills and experience on the Board, the Board may, at its sole discretion, extend the term of office of a director by one year.</p>

### Appointing a Proxy.

If you are a Member Representative entitled to attend and vote at the AGM or a Member entitled to attend the AGM, but you are unable to attend, you are entitled to appoint a proxy to attend to exercise all or any of your rights. To do this, please complete the relevant proxy form [here](#) and return it to **Jess Melling, Head of Sport Governance** no later than 1:45pm on Sunday 10 December 2023.

**We want to hear from you.**

---

We want to remind you there is still time to submit your questions to the BUCS team to help us ensure that we are able to tailor the information provided to address your interests and concerns. You can access the submission form [here](#). The deadline for this is Monday 27 November 2023.

We would like to thank you for your ongoing support and look forward to welcoming you to our 2023 AGM. Your participation will help to ensure transparency, accountability, and the collective success of BUCS as we move into delivery of our new strategy.

If you have any questions, please contact the BUCS team by [email](#) or [phone](#).

Yours sincerely



Russell James  
**Senior Independent Director and Acting Chair of the Board of Trustees**  
*By order of the BUCS Board of Trustees*