

1 **STATUTES OF REGENT’S PARK COLLEGE, OXFORD (Charity No: 309710)**

2 *Approved by the Council of the College on 22 February 2014*

3 **PREAMBLE**

4 A Regent’s Park College, Oxford, (“the College”) is a Permanent Private Hall of The
5 University of Oxford (“the University”). The College admits men and women to all its
6 courses of study. It is in membership with the Baptist Union of Great Britain, which
7 recognises its course in Pastoral Studies for the purposes of accrediting ministers.
8 The College is ecumenical in spirit, and acts in accord with the equal opportunities
9 policies of the University with regard to the admission of undergraduate and
10 graduate students.

11 B The College was founded by Indentures of Lease and Release dated respectively 22
12 and 23 February 1810 and 29 and 30 March 1811. The latest Scheme made for the
13 College by the Charity Commission is dated 10 August 2011 (the “Scheme”). The
14 Scheme confirms the continuing role of the London Baptist Property Board as
15 Custodian Trustee of the College,

16 C The objects of the College are:

17 (1) To advance education for the public benefit through the provision maintenance
18 and support of a Permanent Private Hall licensed by the University of Oxford or a
19 College or Society within the University of Oxford or elsewhere, in which men and
20 women may:

21 (a) Engage in study (including for degrees, diplomas and certificates of the
22 University);

23 (b) Study theology and prepare for the ordained Christian Ministry, in
24 particular amongst Baptist Churches; and

25 (c) Engage in research.

26 The College, Permanent Private Hall or Society shall provide all its students with
27 higher education in the context of a community which offers opportunities to grow
28 in Christian Faith and Service, and to develop Christian thinking about academic
29 subjects and vocations in society.

30 (2) To advance Christian Faith and education anywhere in the world by encouraging
31 and supporting life-long Christian learning amongst members of Christian churches
32 and in particular among members of Baptist churches.

33 **STATUTES**

34 1. THE COUNCIL

35 **Composition**

36 1.1 *The Council* shall be a body representing a wide range of interests and
37 offering a variety of skills and knowledge helpful to the College in the
38 development of its strategy.

39 1.2 The Council shall comprise:

40 1.2.1 The Principal and all Fellows of the College, *ex officio*.

41 1.2.2 One Regional Minister appointed by each of the following
42 Regional Associations of the Baptist Union of Great Britain:
43 Southern Counties, Central, Heart of England and East Midland.

44 1.2.3 The Chairman, as appointed in paragraph 1.9; and the Treasurer,
45 as appointed in paragraph 1.11 *ex officio*.

46 1.2.4 Three student members, representing between them three
47 student groups within the college: undergraduates, graduates and
48 ministerial students. Normally these shall be the JCR President,
49 the MCR President, and the Convenor of the Ministerial
50 Association. Subject to 1.14 the student members shall be
51 permitted to vote at Council meetings.

52 1.2.5 The following representative members, each appointed for a
53 period not exceeding six years and eligible for re-appointment:

54 1.2.5.1 Two members appointed by the Baptist Union of Great
55 Britain;

56 1.2.5.2 Two members appointed by the Baptist Missionary
57 Society;

58 1.2.5.3 One member appointed by Southern Counties Regional
59 Association and living in Oxfordshire or Gloucestershire;

60 1.2.5.4 Two members appointed by the Particular Baptist Fund;

61 1.2.5.5 Three alumni of the college appointed by such
62 mechanism as shall be decided from time to time;

63 1.2.5.6 One member appointed by Georgetown College,
64 Georgetown, Kentucky, USA.

65 1.2.6 Not more than twenty-four members, of which no more than
66 twelve and not less than eight should be ministerial, each elected
67 for a period of six years and eligible for re-election.

68 1.2.7 Not more than three members co-opted by Council for a period of
69 three years, renewable.

70 1.2.8 One member, at the end of his or her final year at College, to be
71 appointed each year for a period of three years by the Junior
72 Common Room.

73 1.2.9 Any member of the Governing Body, not otherwise a member
74 (including co-opted members of the Governing Body).

75 1.2.10 Nominations for any of the members of Council specified
76 under 1.2.6 may be submitted by any one of the following:
77 individuals who have contributed to the annual fund of the
78 College during each of the preceding three years; Baptist
79 churches, or other congregations in membership of a Union or
80 Association affiliated with the Fellowship of Baptists of Britain and
81 Northern Ireland, which during the preceding year contributed a
82 donation to the College; and any member of the existing Council.

83 1.2.11 The elections shall be made by the Council in such manner as
84 it shall determine in its standing orders.

85 **Powers**

86 1.3 Council shall meet at least once a year.

87 1.4 The Council shall receive an annual report from the Governing Body and a
88 summary of the annual accounts.

89 1.5 In order to assist it in advising the Governing Body on the policy and
90 direction of the College from its wide experience the Council shall provide
91 a forum for discussion of significant issues in the life of the College.

92 1.6 The Council shall adopt such standing orders for the proper conduct of its
93 business as it shall from time to time determine.

94 1.7 The Council shall appoint auditors for the College.

95 1.8 The Council shall have the power of appointing 13 persons to the
96 Governing Body, these being:

97 1.8.1 *Four* Council members from among those elected as
98 representatives under 1.2.2, 1.2.5.1, 1.2.5.2 and 1.2.5.3, including
99 at least one each from the Baptist Union of Great Britain including
100 its regional Associations, and the Baptist Missionary Society;

- 101 1.8.2 *Nine* further Council members, including not less than four
102 ministerial and four lay people.
- 103 1.8.3 Members of the Governing Body elected by the Council shall
104 serve for 6 year terms, renewable.
- 105 1.9 The Council shall elect one of the members of the Governing Body (not
106 being a Fellow of the College) as Chairman of that Body *and* of the Council.
107 The Chairman shall be elected every three years, and the same person may
108 be appointed for three consecutive terms of office before a break in
109 service.
- 110 1.10 The Council may elect one of the members of the Governing Body (not
111 being a Fellow of the College) as Deputy Chairman of that Body *and* of the
112 Council. The Deputy Chairman shall be elected for a term of three years,
113 and the same person may be appointed for three consecutive terms of
114 office before a break in service.
- 115 1.11 The Council shall elect an Honorary Treasurer (“the Treasurer”) on the
116 nomination of the Governing Body. The Treasurer shall become *ex officio*
117 a member of the Governing Body and of the Council, and shall be subject
118 to re-election every three years.
- 119 1.12 Nominations for the four members of the Governing Body specified under
120 1.8.1 and the nine members of the Governing Body specified under 1.8.2
121 above may be submitted by any two members of the Council. Nominations
122 for the Chairman, Treasurer and Deputy Chairman may be submitted by
123 any two members of the Governing Body.
- 124 1.13 The elections shall be made by the Council, in such manner as it may
125 determine.
- 126 1.14 Meetings of the Council shall have a quorum of 20 members, and in any
127 case a majority shall not include those appointed according to paragraphs
128 1.2.1 and 1.2.4.

129

130 2. THE GOVERNING BODY

131 **Composition**

- 132 2.1 The Governing Body shall consist of:
- 133 2.1.1 The Principal and not more than *nine* Stipendiary Fellows;
- 134 2.1.2 *Thirteen* further members appointed from the Council as above,
135 including the Chairman and (if elected) Deputy Chairman;
- 136 2.1.3 The Treasurer;

137 2.1.4 The Governing Body shall have the power to co-opt up to two
138 further members for a maximum period of three years,
139 renewable, but only if it is convinced that they are needed for
140 specific purposes.

141 2.2 The three student representatives on Council shall also be invited to be in
142 attendance at meetings of the Governing Body.

143 **Powers**

144 2.4 The members of the Governing Body shall be the Trustees of the College.
145 To assist it in making decisions it shall actively seek the advice of the
146 Council.

147 2.5 The Governing Body shall determine the policy and direction of the
148 College, and shall have executive power in the governing of the College.
149 However, it shall delegate the day-to-day running of the College to the
150 Principal who will act on the advice and seek the consent of the Fellows'
151 Meeting.

152 2.6 The Governing Body shall appoint:

153 2.6.1 The Principal;

154 2.6.2 Stipendiary Fellows, being the Bursar, Tutorial Fellows and
155 Research Fellows.

156 2.6.3 In addition it may appoint Non-Stipendiary Fellows, Emeritus
157 Fellows and Honorary Fellows of the College.

158 2.6.4 It may delegate responsibility for the appointment of any Fellow
159 to an appointments committee of its members.

160 2.6.5 Lecturers and other members of staff shall be appointed by the
161 Principal in consultation with the Fellows' Meeting.

162 2.7 The Governing Body shall:

163 2.7.1 Make statutes (which must be approved by the Council)
164 consistent with the Charity Commission Scheme dated 10 August
165 2011 for the composition, powers, duties and functions of the
166 Council and the Governing Body (including method of
167 appointment and removal, eligibility, calling of meetings, quorum,
168 and other administrative provisions) and the general
169 administration of the charity.

170 2.7.2 Adopt such standing orders for the proper conduct of its business
171 as it shall from time to time determine.

- 172 2.7.3 Appoint such Committees as it considers necessary, with power to
173 co-opt to these committees members who are not members of
174 the Governing Body or of the Council, provided always that the
175 Chairman and a majority of each committee shall be members of
176 the Council. At the time of appointment, it should be made clear
177 what powers are being delegated to such committees. Subject
178 thereto, the Governing Body shall be entitled to exercise all the
179 powers of delegation conferred on the Trustees of charitable
180 trusts by the Trustee Act 2000, including the power to delegate
181 the management of investments to investment managers.
- 182 2.7.4 Approve College policies and codes in relation to the
183 employment, of academic and other staff,
- 184 2.7.5 Approve policies and codes for discipline in the College, and have
185 the power to appoint disciplinary committees and tribunals
186 relating to all students, or to delegate this power to appoint to
187 the Principal and / or the Fellows;
- 188 2.7.6 Receive and adopt College accounts and budgets;
- 189 2.7.7 Compile an Annual Report to present to the Council;
- 190 2.7.8 Exercise any other powers specified in the Charity Commission's
191 Scheme dated 10 August 2011.
- 192 2.8 The Governing Body shall ensure that members of the academic staff of
193 the College have freedom within the law to question and test received
194 wisdom, and to put forward new ideas and controversial or unpopular
195 opinions, without placing themselves in jeopardy of losing their jobs or
196 privileges.
- 197 2.9 Any member of the Governing Body may receive and retain the
198 remuneration and benefits (including e.g. any provision of housing) paid or
199 provided to him or her in respect of his or her employment by the College
200 notwithstanding that he or she is a charity Trustee; *provided that* he or she
201 is not remunerated for work done in his or her capacity as a charity
202 Trustee, and that the procedure in paragraph 2.10 is followed at any
203 meeting during which the matters to be discussed include the
204 appointment, reappointment, remuneration or other terms of
205 employment of that member or of any other employee or group of
206 employees with whom his or her terms of employment are or may be
207 linked. Where such matters do not concern the employment of the
208 Principal personally, he or she may remain present in the meeting to give
209 advice, but without the power to vote.
- 210 2.10 Whenever a member of the Governing Body has a direct personal interest
211 in a matter to be discussed at a meeting of the Governing Body or any
212 committee thereof, such member shall:

- 213 2.10.1 Declare an interest before discussion begins on that matter;
- 214 2.10.2 Be absent from the whole or part or parts of the discussion of that
215 matter as directed by the Governing Body;
- 216 2.10.3 Not be counted in the quorum for the relevant part of the
217 meeting; and
- 218 2.10.4 Refrain from voting on that matter.
- 219 2.11 The Governing Body shall meet once during each Term of the University,
220 or more often as required. There shall be a quorum at a meeting of the
221 Governing Body if there are at least 10 members present and in any case a
222 majority shall not include those appointed according to paragraph 2.1.1.
- 223 2.12 The Trustees must keep a proper record of their meetings.
224
- 225 2.13 The Trustees must promptly report any vacancy in the office of Trustee to
226 the body entitled to appoint the Trustee.
227
- 228 2.14 The Trustees must exercise their powers jointly, at properly convened
229 meetings.

230

231 3 THE PRINCIPAL

- 232 3.1 *The Principal* shall be appointed by the Governing Body of the College to
233 be responsible for all areas of the college's life, educational activities,
234 promotion and development.
- 235 3.2 The Principal shall be a Baptist member of a Church which is in
236 membership with a Baptist Union or Convention affiliated to the Baptist
237 World Alliance.
- 238 3.3 The Principal shall be accountable to the Governing Body of the College.
- 239 3.4 The Principal shall act in accordance with the conditions of the College's
240 licence as a Permanent Private Hall of the University, and in accordance
241 with the *Statutes, Decrees and Regulations* of the University of Oxford.
- 242 3.5 The Fellows shall all be responsible to the Principal, while being finally
243 accountable to the Governing Body.
- 244 3.6 The Principal shall not act in substantial matters without seeking and
245 giving due regard to the views of the Fellows' meeting.
- 246 3.7 The Principal shall share responsibility for the financial management of the
247 College with the Bursar, working in partnership with the Honorary
248 Treasurer.

249 3.8 The Principal shall delegate various functions of College management to
250 the Fellows of the College.

251 3.9 In case of prolonged illness or substantial absence of the Principal the
252 Chairman of the Governing Body shall designate a deputy. This shall be
253 subject to confirmation by the Governing Body as soon as is reasonably
254 possible. The deputy so nominated shall during any such prolonged illness
255 or substantial absence on terms set by the Governing Body act for the
256 Principal in all duties listed within these Statutes.

257

258 4 THE TREASURER

259 4.1 *The Treasurer* shall be responsible to the Governing Body for the
260 supervision of the financial management of the College. The Treasurer's
261 duties shall include, but are not limited to the following:

262 4.2 Giving financial information and advice to the Council, Governing Body, the
263 Principal and the Bursar;

264 4.3 Being responsible for the drawing up of annual financial statements and
265 the preparation of interim financial statements;

266 4.4 Giving general oversight to the management of College investments being
267 carried out by an investment manager;

268 4.5 Preparing budgets in consultation with the Principal and the Bursar. The
269 Treasurer's consent shall be required for any expenditure materially above
270 budget.

271 4.6 Giving a summary of the annual accounts to the Council.

272

273 5 FELLOWS

274 5.1 The Governing Body shall appoint all Fellows of the College, as specified in
275 2.6.2 and 2.6.3 above.

276 5.2 All persons to be appointed to Tutorial Fellowships or Research Fellowships
277 shall demonstrate an interest in exploring the Christian tradition in a manner
278 appropriate to their discipline, and a willingness to work together on inter-
279 disciplinary projects. These patterns of academic work shall characterise the
280 life of the college.

281 5.3 Among appointments to Tutorial Fellowships, there shall always be at least
282 four in theology, including:-

283 5.3.1 At least one Fellow in an area of Biblical Studies;

- 284 5.3.2 A Fellow in Pastoral Theology who shall be an ordained minister
285 accredited by the Baptist Union of Great Britain;
- 286 5.3.3 A Fellow in Christian Doctrine.
- 287 5.4 If there is no Fellow in Church History, the Governing Body shall make
288 adequate provision in another way to fulfil the College's commitment to
289 the study of Baptist history and heritage.
- 290 5.5 Those appointed to Tutorial Fellowships in Theology and Church History
291 will be expected to participate in some way in the pastoral course which
292 prepares candidates for the Christian ministry.
- 293 5.6 Those holding Tutorial Fellowships shall undertake such teaching and
294 administrative duties as the Principal shall require, and shall engage in
295 research relevant to their respective disciplines.
- 296 5.7 Appointments to the positions of Principal and Stipendiary Fellow shall be
297 subject to such conditions of salary, superannuation and other matters as
298 are contained in the contracts of employment offered by the College.
- 299 5.8 The Principal and the Stipendiary Fellows of the College shall be subject to
300 periodic review as shall be determined from time to time by the Governing
301 Body.
- 302 5.9 The Principal and the Stipendiary Fellows of the College, and all members
303 of academic staff, shall retire at the age determined by the Governing
304 Body from time to time in accordance with its policies relating to such
305 matters.
- 306 5.10 All non-stipendiary Fellows shall be appointed for a period not exceeding
307 five years renewable on such terms as may be determined by the
308 Governing Body.
- 309 5.11 Emeritus and Honorary Fellowships shall be appointed on terms agreed by
310 the Governing Body and in exceptional circumstances such appointments
311 may be terminated unilaterally by it.

312

313 6 THE FELLOWS' MEETING

- 314 6.1 The Fellows' Meeting shall consist of the Principal, Bursar and all Tutorial
315 Fellows of the College, together with any Research Fellows and Non-
316 Stipendiary Fellows as the Fellows' Meeting itself shall decide to include
317 within it.
- 318 6.2 The Fellows' Meeting shall meet as often as it considers necessary, and at
319 least four times per term, to transact business and to exercise a corporate
320 pastoral care in the College.

321 6.3 The Fellows' Meeting shall be chaired by the Principal or, in the absence of
322 the Principal, by a Fellow whom the Principal appoints as deputy for that
323 occasion.

324

325 7 PASTORAL TRAINING

326 7.1 The College shall be in membership with the Baptist Union of Great Britain,
327 and shall always offer a course of training approved by the Baptist Union
328 for the purposes of accreditation, by which men and women may prepare
329 for the ordained ministry among Baptists.

330 7.2 If the Governing Body so decides, this course may be combined or
331 integrated with courses for ordination offered by other denominations of
332 the Christian Church.

333 7.3 From time to time this course may be opened to individual candidates
334 from other Christian denominations.

335

336 8 AMENDMENT TO STATUTES

337 8.1 Any amendment to these Statutes shall require the vote of not less than
338 three quarters of those members who are present and voting at a meeting
339 of the Council convened by not less than 28 days special notice, containing
340 particulars of the proposed amendment.

341 8.2 No amendment shall be permitted which would cause the College to cease
342 to be a charity according to English law. Prior consent of the Charity
343 Commission shall be required for any amendment which would be
344 inconsistent with the Charity Scheme of 10 August 2011.

345 8.3 The quorum for any meeting of Council voting on an amendment shall be
346 one half of the current membership of Council, of whom a majority shall
347 not include those appointed according to paragraphs 1.2.1 and 1.2.4.

348 8.4 For the avoidance of doubt the College's Conflict of Interest policy shall
349 apply to any vote on the amendment of the Statutes.

350

351 **APPENDIX**

352 *Standing Orders for the Council*

- 353 1. The College Council shall meet at least annually.
- 354 2. The following rules shall apply to elections to the College Council *and* to elections
355 from the Council to the Governing Body of the College:
- 356 2.1 Every three years one-half of the elected members (as far as possible in
357 equal numbers ministerial and lay) shall retire and be eligible for re-
358 election.
- 359 2.2 Notice of the election with the names of the Council members *or* members
360 of the Governing Body due to retire shall be given to all members not less
361 than 50 days prior to the Council meeting.
- 362 2.3 Nominations together with the written consent of the nominee shall be
363 submitted to the Principal's office not less than 28 days before the
364 meeting of the Council at which the elections are to take place.
- 365 2.3.1 With regard to the elected members of the Council, nominations
366 shall be signed by any two existing members of the Council and/or
367 annual subscribers (within the terms of Statute 1.2.10) or signed
368 on behalf of any donating church (within the terms of Statute
369 1.2.10).
- 370 2.3.2 With regard to the elected members of the Governing Body,
371 nominations shall be signed by any two existing members of the
372 Council.
- 373 2.4 The names of those nominated and appointed shall be circulated with the
374 notice of the Council Meeting.
- 375 2.5 The election shall be by ballot of members present at the election. If there
376 is an uncontested election, or an election where the number of
377 nominations does not exceed the number of vacancies, each candidate
378 shall be required to gain at least 50% of the voting members present at the
379 election.
- 380 2.6 The election of members to the Governing Body shall precede the election
381 of the Chairman.
- 382 2.7 Any casual vacancy arising may be filled by an election held in accordance
383 with Standing Orders. The person so elected shall then serve the
384 remainder of the term of the member being replaced.
- 385 3. Nominations for the election of the Chairman of the Governing Body and of the
386 Council shall be submitted to the Principal's office not less than four weeks before
387 the meeting of the Council at which the elections are to take place. Nominations

388 shall be signed by any two existing members of the Governing Body, and shall be
389 accompanied by the written consent of the nominee. To be elected as Chairman a
390 person must first be a member of the Governing Body.

391 4. Meetings of the Council shall be called by prior written notice given by the Chairman
392 of the Council or by the Principal or at the written request of not less than 15
393 members of the Council; such notice must be given within 21 days of the meeting of
394 Council, or as provided under Statute 8 with regard to meetings called to amend the
395 Statutes.

396 ~~5.~~ Amendments to these Standing Orders shall be made by a majority vote of those
397 present at a meeting of the Council and convened by not less than 21 days special
398 notice containing particulars of the proposed amendment.

399

400 *Standing Orders for the Governing Body*

401 1. Meetings of the Governing Body shall be called by 21 days prior written notice given
402 by the Chairman or by the Principal or at the written request of not less than 6
403 members of the Governing Body.

404 2. The Stipendiary Fellows serving on the Governing Body shall be the Senior Tutor, the
405 Bursar, the Tutor for Pastoral Theology and up to six other Stipendiary Fellows
406 chosen by election by the Fellows' Meeting for renewable three year terms.

407 3. There shall be three Student Representatives invited to attend Governing Body:

408 3.1 The student representatives on the Governing Body shall normally be the
409 JCR President, the MCR President, and the Convenor of the Ministerial
410 Association, during their term of office. If the President of the Junior
411 Common Room is a graduate and/or ministerial student, then he/she shall
412 be the representative for one of those groups, as appropriate, and the
413 third representative shall be the most senior non-ministerial
414 undergraduate on the JCR Executive.

415 3.2 The Governing Body will look to the student representatives to play an
416 active role bringing the viewpoint of student members of the College to its
417 deliberations. However, since they are in attendance rather than in
418 membership of the Governing Body they will not play a part in the exercise
419 of its executive power and will have no vote. The Governing Body, at its
420 discretion, may decide that there are items of business from which the
421 student representatives need to be excluded such as, discussions and
422 decisions on the appointment, terms of employment, remuneration or
423 discipline of academic and non-academic staff of the College.

424 4. Any co-options to the Governing Body shall be for a period of three years and shall
425 be renewable.

- 426 5. Budgets shall be set as follows:
- 427 5.1 The Governing Body shall approve arrangements for budget holders.
- 428 5.2 There shall be an initial meeting between the Principal, Treasurer and
429 Bursar to set priorities and consider variations to the previous year's
430 parameters.
- 431 5.3 The Bursar shall then prepare draft budgets, in consultation with the
432 budget-holders.
- 433 5.4 The final version shall be agreed with the Principal and the Treasurer; if
434 agreement cannot be reached, this shall be reported to the Governing
435 Body when the budgets are submitted.
- 436 5.5 Budgets shall be submitted to the Governing Body by the Treasurer for
437 approval in Trinity Term each year.
- 438 5.6 Budget holders should be allowed to exercise 'virement'.
- 439 ~~6.~~ Amendments to these Standing Orders shall be made by a majority vote of those
440 present at a meeting of the Governing Body and convened by not less than 21 days
441 special notice containing particularly of the proposed amendment.