

Constitution for ICU SPF Cricket

1. Name

- 1.1 The club shall be a member of the Sports Committee.
- 1.2 The name of the Club shall be SPF Cricket, hereafter referred to as 'the club'.

2. Aims & Objectives

- 2.1 The aims and objectives of the Cricket Club shall be to:
 - a) Promote Cricket amongst the student body of Imperial College Union,
 - b) Represent Imperial College Union in national and local competitions at the highest standard achievable,
 - c) Ensure that a range of facilities and equipment exist to facilitate the game of Cricket, to an appropriate standard, at Imperial College,
 - d) Continually strive to improve the standard of Cricket at Imperial College, such that it aligns with the prestige of a top University, residing in a country who's national sport is Cricket,
 - e) Promote fraternity and merriment amongst the members through the organisation of appropriate social functions and tours,
 - f) Provide the members with the opportunity to train frequently through the Autumn, Spring and Summer Terms, at dedicated facilities across London and,
 - g) Promote inclusivity amongst the student body of Imperial College Union, by offering activities for all demographics and preferences.

3. Statement of Intent

- 3.1 The constitution, regulations, management and conduct of the club shall abide by all Imperial College Union Policy, and shall be bound by the Imperial College Union Constitution and Regulations.
- 3.2 The club stresses that it abides by the Imperial College Union Equal Opportunities Policy, and that club regulations pertaining to membership of the club and election to management of the club shall not contravene this policy.
- 3.3 The club shall also be governed by the Management Group Standing Orders where the Management Group is determined the New Clubs Committee in the first instance, then as per the Clubs & Societies Policy.

4. Membership

- 4.1 The following shall be eligible to become members of the club:
 - 4.1.1 ICU Full Members
 - 4.1.2 ICU Associate Members
 - 4.1.3 ICU Life Members
- 4.2 Any club member who is a full member of ICU shall be a 'full member' of the club, all other members shall be 'associate members' of the club.
- 4.3 All members shall join the club, a membership fee may be set by the club committee but shall not be less than that specified by the ICU Clubs & Societies Board.

5. Committee

- 5.1 President
- 5.2 Fixtures Secretary
- 5.3 Junior Treasurer
- 5.4 Secretary
- 5.5 Social Secretary

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- 5.6 Social Secretary - Duplicate
- 5.7 Women's Social Sec
- 5.8 1st team captain
- 5.9 2nd Team Captain
- 5.10 3rd Team Captain
- 5.11 Friendly XI Captain
- 5.12 Womens Team Captain
- 5.13 Training & Performance Secretary
- 5.14 Women's Club Captain
- 5.15 Sponsorship Secretary
- 5.16 Vice President
- 5.17 Tour Secretary

6. Management and Job Descriptions

- 6.1 The Chair shall represent the club on the Management Group Board, and shall be responsible for making sure that the club is run according to the club constitution and Imperial College Union's Code of Conduct for Clubs, Societies & Projects as far as can be reasonably expected.
- 6.2 The Chair and Treasurer shall sign an ICU Financial Responsibility form, and shall be aware of the ICU Financial Regulations.
- 6.3 The Treasurer shall carry out the day to day financial duties of the club.
- 6.4 The President shall shall act as the club's figurehead, represent the Cricket Club to Imperial College Union Athletic Clubs Committee with the Junior Treasurer, ensure that all members of the Cricket Club Executive Committee are fulfilling their responsibilities, delegate duties to other members of the Cricket Club Executive Committee as necessary, hold any vacant post until such time as a new election can be arranged, ensure that all members have read the Cricket Club's Code of Conduct, settle any disputes on the interpretation of the Code of Conduct and be ultimately responsible for the satisfactory execution of the business of the Cricket Club. Ultimately responsible a) for the club's financial stability, and b) the club's strategic outlook, and so must work closely with the Junior Treasurer and Vice President to achieve this.
- 6.5 The Fixtures Secretary shall shall be responsible for the satisfactory organisation of matches for all Cricket Club teams on a weekly basis, make travel arrangements for all fixtures and training sessions and liaise with the team captains to ensure that umpires are available for all home games that are arranged. Heavy involvement in the solicitation of Winter indoor fixtures, pre-season games for all squads, as well as friendly games organised frequently throughout the Summer. Answerable to ICU for any BUCS and LUSL fixture admin. Must also accept duties to perform as reasonably required by the President and Vice-President.
- 6.6 The Junior Treasurer shall shall manage the day-to-day running of the club's finances, with an eye to future forecasting and budgeting. On the day-to-day side, this individual must manage the execution of the club's outgoings (for instance, facility expenditure, league admin fees, equipment), whilst also maintaining and updating channels for the club's income (for example, Union Shop Products, Donations). Crucially, the Junior Treasurer must also procure and present the treasurer of Imperial College Union Athletic Clubs Committee with a detailed budget for the forthcoming academic year by a date specified by the Athletic Clubs Committee. This individual may also consider strategies to strengthen the club's financial position, and if necessary, accept duties to perform as reasonably required by the President and Vice-President.
- 6.7 The Secretary shall shall ensure the satisfactory day to day running of the Cricket Club, create and update multiple channels of communication with all members, chair all meetings of the Executive Committee, and Ordinary and Annual meetings of the Cricket Club members. The Secretary must be the point-of-contact for all external enquiries to the club, and direct these towards the most relevant member of the Executive Committee. The secretary will exercise a casting, but not original, vote whilst chairing these meetings, call for an Ordinary General Meeting upon receipt of a letter requesting one signed by at least ten members of the club, fulfil the position of Returning Officer at all Cricket Club Executive elections, ensure that adequate levels of Cricket kit and equipment are maintained by the Cricket Club to facilitate the game of Cricket at Imperial College and accept duties to perform as reasonably required by the President and Vice-President.

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- 6.8 The Social Secretary shall involve members from all years in the running of the club's social activity to promote continuity through the years, through regular, inclusive events.
- 6.9 The Women's Social Sec shall be responsible for recruiting female students to the club, whilst creating an inclusive, enjoyable environment for this demographic through regular club social events. These may be organised both in conjunction with, and separate to, the men's social activities.
- 6.10 The Social Secretary - Duplicate shall involve members from all years in the running of the club's social activity to promote continuity through the years, through regular, inclusive events.
- 6.11 The 1st team captain shall be responsible for the satisfactory organisation and performance of the Cricket Club 1st XI and assist in the satisfactory organisation of Cricket Club training unless directed otherwise by the President or Cricket Club Executive Committee.
- 6.12 The 2nd Team Captain shall be responsible for the satisfactory organisation and performance of the Cricket Club 2nd XI and assist in the satisfactory organisation of Cricket Club training unless directed otherwise by the President or Cricket Club Executive Committee.
- 6.13 The 3rd Team Captain shall be responsible for the satisfactory organisation and performance of the Cricket Club 3rd XI and assist in the satisfactory organisation of Cricket Club training unless directed otherwise by the President or Cricket Club Executive Committee. The committee member must look to provide students a gateway into both recreational, and competitive Cricket.
- 6.14 The Womens Team Captain shall be responsible for the satisfactory organisation and performance of the Cricket Club Women's XI and assist in the satisfactory organisation of Cricket Club training unless directed otherwise by the President or Cricket Club Executive Committee. The committee member must look to provide female students a gateway into both recreational, and competitive Cricket.
- 6.15 The Friendly XI Captain shall be responsible for the satisfactory organisation of the Cricket Club Friendly XI and assist in the satisfactory organisation of Cricket Club training unless directed otherwise by the President or Cricket Club Executive Committee. The committee member must look to provide students a gateway into recreational Cricket.
- 6.16 The Women's Club Captain shall act as the figurehead for all female members at the Cricket Club, ensure that all members of the Women's specific committee roles (Women's Team Captain, Women's Social Secretary) are fulfilling their responsibilities, delegate duties to other members of the Cricket Club Executive Committee as necessary, ensure that all members have read the Cricket Club's Code of Conduct, settle any disputes on the interpretation of the Code of Conduct and be ultimately responsible for the satisfactory execution of the business of the Cricket Club. This individual will take any day-to-day responsibilities pertaining specifically to the female members within the club, whilst regularly updating the President, followed by the wider committee.
- 6.17 The Training & Performance Secretary shall be responsible for a) the organisation of an annual training plan for all squads b) the management of external coaches to run these sessions and c) generating ideas and ambition for the club's performance across all squads. With respect to training, reporting to the Vice President and working alongside the Junior Treasurer, this individual will generate an annual training schedule, contact and book sessions with relevant facilities and finally continually manage relationships with all external providers. On coaching, this individual must run recruit/retain an instructor relevant qualifications and experience. Once acquired, this relationship must be managed, included but not limited to the provision of training plans. Finally, this member must produce and execute practical ideas to improve the club's performance on-pitch, including but not limited to influencing training plans, securing specialist equipment, planning new initiatives, and assisting team captains.
- 6.18 The Sponsorship Secretary shall be responsible for the procurement of sponsorship for the Cricket Club via the preparation of the Cricket Club's sponsorship proposal and the presentation of this proposal to possible sponsors, ensure that any sponsorship procured by the Cricket Club is made known to the treasurer of Imperial College Union Athletic Clubs Committee as well as the Imperial College Deputy President (Finance & Services), if necessary, liaise with the Honorary Treasurer to ensure that the sponsored amount is accurately reflected in the Cricket Club's financial account and accept duties to perform as reasonably required by the President.

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- 6.19 The Vice President shall strongly assist and advise the President in the day-to-day running of the club's activities. Shall be responsible for the day-to-day delegation and execution of tasks and strategies deemed necessary alongside the President. Held accountable for the quality of Cricketing experience provided to members, most significantly through a) the quality, frequency and location of training provided and b) longer-term projects which may contribute to the club's future expansion and success. This will require close liaison with a 'sub-team' consisting of the Junior Treasurer, Secretary and Training & Performance Secretary, although it is the Vice President who remains responsible at a high-level for the current provision of a strong yet inclusive Cricketing experience. Must also accept duties to perform as reasonably required by the President and Junior Treasurer.
- 6.20 The Tour Secretary shall be responsible for the organisation of the Cricket Club's Winter and Summer tours, including funding and tour logistics, liaise with all parties involved in the organisation and funding of the Cricket Club tour and accept duties to perform as reasonably required by the President and Vice-President.

7. Committee Meetings

- 7.1 Committee meetings shall be called by the Chair of the club and held at least monthly.
- 7.2 At least five College days' notice of a committee meeting must be given to the committee.
- 7.3 Only committee members may vote at a committee meeting, but full and associate members of the club may be invited and speak.
- 7.4 Quorum shall be two-thirds of the committee of the club.
- 7.5 Decision shall be reached by simple majority of the committee members present.

8. General Meetings

- 8.1 A general meeting may be called by the club Chair, quorum of the committee or by ten full members of the club; this must be submitted to the Chair in writing. The general meeting must be held within ten College days of receipt of the proposal.
- 8.2 General meetings may only be held during undergraduate term time.
- 8.3 At least five College days' notice of a general meeting must be given to the club membership.
- 8.4 Only full members of the club may vote at general meetings.
- 8.5 Quorum of the meeting shall be half of the full club members.
- 8.6 Decision shall be reached by a simple majority of the full members present.

9. Annual General Meeting

- 9.1 The AGM shall be held during the second term of the academic year, unless permission is obtained from the Deputy President (Clubs & Societies). The AGM shall have as its main business:
- 9.1.1 The presentation of the report of activities, including financial activities, for the past year.
- 9.1.2 The election of the committee for the next session.
- 9.2 An agenda giving notice of the AGM must be circulated to all club members at least ten College days in advance.
- 9.3 Nominations for club officers must be posted at least ten days in advance of the meeting and closed before the meeting.
- 9.3.1 Each nomination shall require one proposer and normally 4 seconders who shall be full members of the club.
- 9.3.2 In the event of there being no nomination for a post within the stipulated time then nominations may be accepted from the floor at the AGM.
- 9.4 The quorum of the AGM shall be half of the full members of the club.
- 9.5 In the event that no person is voted in to a post or of resignation from a position, the Chair will undertake the duties until such time as the post is filled. Elections to fill such a vacant post should take place at a general meeting and shall be subject to the same rules as per AGM.
- 9.6 Further guidance on elections can be found in the Election Regulations for Imperial College Union.

10. Finance

- 10.1 The club may receive grant from Imperial College Union and shall administer this and any self-generated income in accordance with the Imperial College Union Financial Regulations.

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- 10.2 The club Treasurer will provide the Treasurer of the Management Group with a detailed budget for the following academic year during the first half of the second term of the academic year.
- 10.3 Budgets for events shall be submitted to the Management Group Treasurer and/or the Deputy President (Finance & Services) for inspection and approval in accordance with the Financial Regulations no later than two weeks before the date of the event.

11. Health & Safety

- 11.1 The club acknowledges its duty of care to its members and will abide by Imperial College Union's Health & Safety Policy, and Imperial College Union's Code of Conduct for Clubs, Societies & Projects.
- 11.2 The club will submit an annual Risk Assessment to the Deputy President (Clubs & Societies) for its activities.

12. Additional Activities

13. Constitution

- 13.1 The Constitution shall only be altered by consent of two-thirds majority of the full members present at a general meeting. The Management Group shall approve any such alterations.
- 13.2 This Constitution shall be binding on the club officers and members, and all other constitutions are hereby revoked.
- 13.3 This Constitution has been approved in accordance with 13.1. above, and accepted as the Constitution for SPF Cricket on 23/05/2023 by Achal Srivastav and Vaibhav Chetty