

# Constitution for ICU ACC Sailing

## 1. Name

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

## 2. Aims & Objectives

- 2.1 2.1 The sailing club shall attend BUSA events, with the purpose of achieving BUCS points for the university2.2  
The sailing club shall attend British Universities Sports Association events, with the purpose of achieving BUCS points for the university.
- 2.3 The sailing club will attend events around the country organised by other universities, both for racing team members and social supporters/occasional sailors.
- 2.4 The sailing club shall organise social events for members to attend throughout the year.
- 2.2 2.2 The sailing club will attend non-BUCS events around the country organised by other universities, both for racing team members and social supporters/occasional sailors.
- 2.3 2.3 The sailing club will run a team racing competition in the second term called the Imperial Icicle
- 2.4 2.4 The sailing club shall introduce new people to the sport of sailing through the provision of RYA National Sailing Scheme courses and the provision of intermediate race training for those above an RYA level 2 standard.
- 2.5 2.5 The sailing club will introduce and train people in the sport of windsurfing through the provision of social windsurfing sessions and accredited courses. 2.6 The sailing club will attend Student Windsurfing Association events around the country with the purpose of improving access to the sport at all levels.

## 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 Commodore
- 5.2 President
- 5.3 Junior Treasurer
- 5.4 Secretary
- 5.5 Social Secretary
- 5.6 Race Captain
- 5.7 Development Officer

## 6. Management and Job Descriptions

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- 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.
- 6.5 The Commodore shall represent the sailing club on the ACC, and shall be responsible for making sure that the sailing club is run per the sailing club constitution and code of conduct as far as can be reasonably expected. The Commodore will be responsible for liaising with Wembley Sailing Club at the Welsh Harp Reservoir and University of London Sailing Club. They will also be responsible for the running of the Imperial Icicle team racing event held in the second term. The position of Commodore is not to be held jointly between individuals..
- 6.6 The Commodore shall and Treasurer shall sign an ICU Financial Responsibility form, and shall be aware of the ICU Financial Regulations. They will liaise before making any financial decisions..
- 6.7 The Junior Treasurer shall carry out the day to day financial duties of the sailing club. This will include the approval of the club finances but also ensure that the club retains a yearly profit. A suitable percentage of this profit should be placed into a DMF at the end of each academic year, for the purchase of new Firefly dinghies..
- 6.8 The Secretary shall be responsible for keeping the sailing club records in good order as well as carrying out publicity and sailing club communication duties. They will be responsible for the marketing of the society and running the social media and webpages for the club. .
- 6.9 The Race Captain shall be responsible for the training and selection of the sailing teams. Team selections will be made with consultation of the committee. They will be present at training every week and will be responsible for registering the teams for events and organising inter-university training..
- 6.10 The Development Officer shall be responsible for the training of beginner and intermediate sailors. They shall be responsible for arranging RYA courses for members, organising the dinghy instructors and ensuring the provision of intermediate race training. They shall liaise with the race captain to ensure the smooth progression of intermediates into team racing. They will assist with the running of training when required..
- 6.11 The Social Secretary shall be responsible for the organisation of social events throughout undergraduate term time. They shall organise the social events for the Imperial Icicle event..

## 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:

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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.

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 ACC Sailing on 13/08/2025 by Henry Hollingworth and Stefaniia Medvetskaia