



CSC Cymru  
Wales ACO

## Wales Association of Cricket Officials CONSTITUTION

### **1 TITLE**

- 1.1 The title shall be 'The Wales Association of Cricket Officials' (hereinafter referred to as "the Association").

### **2 AIMS AND OBJECTIVES**

#### **2.1 Aims**

- 2.1.1 To promote in Wales, the interests of cricket officials in particular, and cricket in general, in co-operation with all appropriate local bodies and national associations and, where appropriate, similar bodies in other counties. The Association shall take account of and apply all ECB directives, regulations and guidance.

- 2.1.2 In pursuit of its aims the Association shall affiliate to Cricket Wales (CW) or other the governing body for the time being of cricket in Wales and shall pay such annual subscription as may be demanded

#### **2.2 Objectives**

- 2.2.1 To recruit and retain Umpires and Scorers and to provide a structured programme to meet their training needs.
- 2.2.2 To provide a programme to develop, maintain and improve competence.
- 2.2.3 To facilitate smooth progression between grading levels.
- 2.2.4 To seek to ensure a minimum number of Umpires and Scorers to cover the agreed requirement.
- 2.2.5 To identify and provide additional training to fast-track talented Umpires and Scorers
- 2.2.6 To provide adequate trainers, assessors and verifiers for all of the above.

### **3 MEMBERSHIP**

- 3.1 All members of the England and Wales Cricket Board Association of Cricket Officials (ECB ACO) who have chosen Wales as the county board or, as default, have a postal address within Wales, are automatically members of the Association. The ECB ACO will, from time to time, provide a definitive list of members
- 3.1.1 Local groups, e.g. associations, branches, panel etc., can affiliate to the Association. Specified responsibilities can be delegated to such bona fide groups. Such groups should apply for affiliation, which shall be considered on its merits by the Association Committee. Any appeal against a decision can be made to CW.

### **4 SUBSCRIPTIONS**

- 4.1 The ECBACO will provide, through CW, a proportion of Annual subscription paid by the ECB ACO members who are linked to the county (CW).

- 4.2 If appropriate, subscriptions for members and affiliate groups shall be determined annually.

## **5 OFFICERS**

5.1 The officers shall be elected annually and shall be:

- 5.1.1 Chairman
- 5.1.2 Secretary
- 5.1.3 Treasurer
- 5.1.4 Education /Training Officer
- 5.1.5 Appointments/Allocation Officer
- 5.1.6 Scorers Representative
- 5.1.7 Welfare Officer
- 5.1.8 Development Officer
- 5.1.9 Young Officials Officer
- 5.1.10 Women & Girls Officer

5.2 Any, but not all, of the offices may be vested in the same person when deemed expedient by the members

5.3 Retiring Officers shall be automatically nominated for re-election.

### **5.4 Responsibilities**

#### **5.4.1 Chairman**

5.4.1.1 To conduct each meeting in accordance with good practice. The Chairman will normally represent the Association on appropriate county, regional and national bodies but may nominate a deputy to attend in his stead.

#### **5.4.2 Secretary**

- 5.4.2.1 To conduct all Association correspondence
- 5.4.2.2 To keep minutes of all Committee and General Meetings.
- 5.4.2.3 To notify all members of meetings

#### **5.4.3 Treasurer**

- 5.4.3.1 To maintain the Association's accounts
- 5.4.3.2 To receive all monies due to the Association from whatever source.
- 5.4.3.3 To pay all accounts
- 5.4.3.4 To ensure that the Association's accounts are available for inspection by the Committee, CW and ECB ACO as required.

#### **5.4.4 Education/Training Officer**

- 5.4.4.1 To co-ordinate all ECB training courses and Examinations for umpires and scorers within the county.
- 5.4.4.2 To represent the County on appropriate county, regional and national bodies but may nominate a deputy to attend in his stead
- 5.4.4.3 To ensure all relevant information is passed on to tutors, assessors and verifiers within the Association.
- 5.4.4.4 To ensure all necessary training and examination material is available as and when required.
- 5.4.4.5 To liaise with CW on financial matters relating to training

#### **5.4.5 Appointments/Allocations Officer**

- 5.4.5.1 To liaise with the ECB Umpires Manager and the Regional Appointment Co-ordinator for the appointment of umpires to matches under the auspices of the ECB and any related competitions.
- 5.4.5.2 To liaise with the appointed umpires on all aspects of their duties.

#### **5.4.6 Scorers Representative**

- 5.4.6.1 To represent the county on appropriate county, regional and national bodies but may nominate a deputy to attend in his stead.

#### **5.4.7 Sub-council members of Cricket Wales**

- 5.4.7.1 To represent the Association at council or Area Board meetings of Cricket Wales and report back to the committee.

#### **5.4.8 Development Officer**

- 5.4.8.1 To represent the County on appropriate county, regional and national bodies but may nominate a deputy to attend in his stead
- 5.4.8.2 To monitor the performance of umpires and scorers and, with the Education Officer, to arrange the training of assessors and observers

#### **5.4.9 Welfare Officer**

- 5.4.9.1 To liaise with the Welfare Officer of CW to ensure compliance by the Association with all Child Protection Requirements
- 5.4.9.2 To sit on CW's Welfare Council
- 5.4.9.3 To attend such training as may be required by CW
- 5.4.9.4 To monitor compliance by the members
- 5.4.9.5 For the avoidance of doubt, the Welfare Officer is answerable to and reports to the Welfare Officer of CW.

#### **5.4.10 Young Officials Officer**

- 5.4.10.1 To promote and co-ordinate the training and mentoring of all Young Officials, defined as those under the age of 21
- 5.4.10.2 To liaise with the other officers and ECBACO to further that purpose

#### **5.4.11 Women & Girls Officer**

- 5.4.12 To promote and co-ordinate the training and mentoring of Women & Girls
- 5.4.13 To liaise with the other officers and ECBACO to further that purpose.

### **6 MANAGEMENT**

- 6.1 The affairs of the Association shall be managed by a Committee which shall be the final authority on the interpretation and application of Association policy.

### **7 COMMITTEE**

- 7.1 The Committee shall consist of the Officers and members elected under paragraph 7.2. The committee shall be elected at the Annual General Meeting.
- 7.2 If not otherwise represented, each affiliated association, branch, panel etc. shall be entitled to appoint one member to the committee.
- 7.3 The Committee shall meet as often as necessary for the conduct of the Association's affairs and shall have the power to co-opt members if and when required.
- 7.4 In the event of a vacancy occurring between Annual General Meetings, the Committee will have the power to fill that vacancy with a member of its selection.

- 7.5 The Committee may create sub-committees for specific purposes. The membership of such sub-committees shall consist of one or more of the members of the Committee and such co-opted members as the Chairman shall authorise.
- 7.6 All Officers and Committee members, including co-opted members, shall be members of the Wales Association of Cricket Officials. Two Officers and two other Committee members shall form a quorum for a Committee meeting. There shall be no quorum for sub-committees.
- 7.7 The Committee shall be entitled to appoint members of Boards, Committees, or Councils of Cricket Wales on which representatives of the Association may be entitled to or be invited to sit.

## **8 MEETINGS**

- 8.1 The Annual General Meeting shall be held in the first quarter of each year for the following purposes:
- 8.1.1 To receive reports for the past year.
- 8.1.2 To receive accounts for the past financial year ended 31<sup>st</sup> December
- 8.1.3 To elect Officers and Committee members
- 8.1.4 To transact any other business of which proper notice has been given or which may be allowed by the Chairman.
- 8.2 Resolutions for consideration at the Annual General Meeting shall be proposed and seconded by current members and sent in writing to the Secretary not later than 14 days before the meeting. Both the proposer and seconder(s) must append their ECB ACO membership number to the proposal in order that their current membership can be authenticated.
- 8.3 Nominations for Officers and members of the Committee shall be proposed and seconded by current members and shall reach the Secretary not later than 14 days before the meeting. Both the proposer and seconder(s) must append their ECB ACO membership number to the proposal in order that their current membership can be authenticated.
- 8.4 An Extraordinary General Meeting may be called by the Committee or on the written request of at least eight current members of the Association, whose request to the Secretary shall state the purpose for which the meeting is to be called. All members requesting such a meeting must append their membership number to the request in order that their current membership can be authenticated.
- 8.5 No business shall be conducted at an Extraordinary General meeting other than that for which the meeting was called.
- 8.6 Twelve members shall form a quorum at an Annual or Extraordinary General Meeting.

## **9 NOTICE OF MEETINGS**

- 9.1 28 days' notice of an Annual or Extraordinary Meeting shall be given to members by the Secretary, to include nominations of Officers and members of the Committee. The notice will be distributed via the secretaries of affiliated associations, branches, panels etc., and where publication dates permit via the Association's newsletter.
- 9.2 7 days' notice shall be given of Committee meetings by the Secretary.
- 9.3 An Agenda for the Annual General Meeting shall be distributed to members via the secretaries of affiliated associations, branches, panels etc., and will also be available directly from the secretary and available on the day of the meeting.

## **10 VOTING**

- 10.1 At an Annual or Extraordinary General meeting a simple majority of members present shall carry a vote, except for a resolution calling for an amendment to the Constitution which shall require a majority of two-thirds of members present

10.2 Members not present shall also be eligible to vote by such method as may from time to time be prescribed by the Committee.

## **11 WELFARE**

11.1 The Association adopts as part of its Constitution and will comply with, apply and enforce the ECB "Safe Hands" Policy and the Cricket Wales Child Welfare Policy for the time being in force.

## **12 ACCOUNTS**

12.1 A bank account shall be kept in the name of the Association at a bank to be approved by the Committee, into which all monies shall be paid by the Treasurer other Officer responsible.

12.2 Accounts for payment shall be authorised by the initiating Officer. Cheques shall be signed by any two of the Officers.

12.3 Where possible payments by members should be made by cheque to 'Wales ACO' or by bank transfer to the Association's account.

12.4 The accounts of the Association shall be kept by the Treasurer and shall be verified annually in such manner as the Committee think fit. For the purpose of such verification the accounts shall be closed on 31<sup>st</sup> day of December each year.

## **13 WINDING UP**

13.1 In the event of the Association being wound up a final statement of the accounts shall be prepared and audited.

13.2 If the final statement of accounts reveals a surplus, it shall be given to some other body concerned with cricket officials

## **14 THE CONSTITUTION**

14.1 Alterations to the Constitution shall only be made at a General Meeting. Notice of the proposed alteration, duly seconded, shall be given in writing to the Secretary not less than 14 days before the date of the meeting.

14.2 Every member and affiliated association, branches, panel etc., shall be entitled to a current copy of the Constitution on application to the secretary.

14.3 Where not otherwise provided for in this constitution, the guidance of the ECBACO and CW shall apply.

*Version 6*

This constitution was last amended at the AGM of the Association on 26<sup>th</sup> January 2020.