

CONSTITUTION OF THE ENGLAND & WALES CRICKET BOARD (CHESHIRE) COUNTY ASSOCIATION OF CRICKET OFFICIALS

Version 1 October 2024

INTRODUCTION

This constitution was adopted on 18th November 2024 on the amalgamation of the Cheshire Association of Cricket Officials (CACO), the Cheshire County Cricket League Umpires and Scorers Association (CCCLUSA) and the Cheshire Cricket League Umpires and Scorers Association (CCLUSA)

This document comprises the constitution plus associated appendices. The appendices do not form part of the constitution. Rather they detail the methods of working and/or accepted arrangements between the Cheshire Association of Cricket Officials, ECB ACO, County Cricket Boards and the Cheshire County Cricket League and Cheshire Cricket League. They may be amended without requiring a change to the Constitution.

N.B. It should be noted that anywhere in this document:

- The term 'in writing' is deemed to include, but not be limited to, email, other digital media, publication on the England & Wales Cricket Board Association of Cricket Officials' and County ACO websites, publication in the England & Wales Cricket Board Association of Cricket Officials' magazine and updates, or notification by post.

1. Title

Cheshire Association of Cricket Officials (CACO) hereafter referred to as the 'Association'.

2. Structure

2.1 County ACOs are members' organisations in each County Board area in England and Wales.

2.2 The County ACOs are organised by geographical area into Regions within England and Wales.

2.3 County ACOs are led by a committee.

2.4 County ACOs work closely with other cricketing bodies within their geographical area, including County Cricket Boards and Cricket Leagues.

3. Aims and Objectives

3.1 To help ensure that every cricket match played within the recreational game and its county has access to the appropriate officials.

3.2 To provide opportunities for members to develop and demonstrate their skills as officials in as far as their desire and ability allow.

3.3 To promote the development of cricket officials through education, training, appointments and continuous professional development.

3.4 To help ensure that the Laws, playing regulations, and any ECB directives, policies and guidance are complied with in every cricket match.

3.5 To promote the interests of cricket officials in the county and to support organisations elsewhere in England and Wales where appropriate.

3.6 To provide a supportive and inclusive environment for members.

4. The role of the County ACO

4.1 To promote the role of cricket umpires, scorers and other officiating roles to the population in the county to encourage those interested to become actively involved.

4.2 To strive continuously to improve ECB ACO's organisation, processes, systems and culture to support County Cricket Boards' and ECB's corporate objectives.

4.3 To ensure that ECB Policies and procedures are adhered to.

4.4 To provide an open and transparent environment which enables all officials to develop and reach the level of officiating that their ability and desire allow.

4.5 To support the provision of a comprehensive range of services that meets the expectations and requirements of its membership.

4.6 To assist the County Cricket Board in reviewing the performance of the County ACO and its Committee members and to agree objectives for the forthcoming period.

4.7 To work collaboratively with the ECB, Cheshire Cricket Board, Cheshire County Cricket League and Cheshire Cricket League to appoint umpires.

5. Planning and Review of County ACO activities

5.1 The Chairman of the Association and the nominated member of the County Cricket Board Management Team shall carry out an annual review of the performance of the Associations' team and volunteer workforce during the fourth calendar quarter of the year.

5.2 They shall agree a plan for the next annual period that reflects the updated priorities of the County Cricket Board's overall plan for the sport and the implementation of ECB ACO's agreed strategy and policies.

5.3 The County Cricket Board shall make available to the Association: systems, support and the financial management, administrative and generic management services needed for the Association to achieve the aims and objectives of as defined in paragraph 3. Proposed changes to these capabilities shall be agreed with the Association at the relevant level in advance of any change being made.

5.4 The County Cricket Board shall agree an annual budget with the Association to enable the Association to achieve the aims and objectives defined in paragraph 3.

6. Membership

6.1 Membership is open to all interested parties.

6.2 On joining the ECB ACO, the Member will stipulate who their “home county” will be, for the purposes of receiving the benefits of membership

6.3 Members may belong to more than one County ACO or other subgroups/organisations operated by the ECB ACO for the purposes of receiving officiating opportunities, however their home county will deliver their benefits of membership.

6.4 A member resigning from ECB ACO will automatically cease to be a member of the County ACO(s) of which they have been members.

6.5 The ECB ACO Disciplinary and Appeals Procedure shall apply to all members of the Association.

7. The County ACO Committee

7.1.1 The Association shall be administered by a County Committee comprising the following officers:

- A Chair
- A Deputy Chair (optional)
- A Secretary
- A Treasurer
- A County Appointments Officer
- A County Development Officer
- A County Education Officer
- A County Scorer's Officer

- A Membership Services Officer
- A President
- Up to Three (3) co-opted positions, by the committee, to reflect the membership of the Association. (Representatives of Women's Cricket/Disability Cricket/BAME)

7.1.2 These positions will be appointed by the Members of the Association at the Annual General Meeting and may be re-elected when their term expires.

7.1.3 Counties may elect or co-opt additional officers and establish teams, sub-committee and sub-County local committees as needed to achieve the aims and objectives of ECB ACO as defined in paragraph 3.

8. Committee Roles and Responsibilities

8.1 The responsibilities of the County ACO Committee are outlined in Appendix 1

8.2 The roles and responsibilities of the County ACO Committee members are outlined in Appendix 2

9. Inclusion and Diversity

9.1 The Association Committee shall encourage and seek to achieve a representative and inclusive membership of the committee.

9.2 The Association shall commit to and identify appropriate actions to progressing towards greater diversity in general including, but not limited to gender, ethnic diversity, age, disability and skills, showing consideration for its local demographics and own priority activity.

10. Indemnity

10.1 The Association Committee and sub-committee members to whom responsibility has been delegated by the Association Committee will be indemnified in the same manner and to the same extent as described for Management Committee members in the ECB ACO National Constitution.

11. General Meetings

11.1 Annual General Meeting of the Association.

11.1.1 An Annual General Meeting of the Association shall be held after the close of the financial year: (31st October)

- a) To receive the report from the Chairman
- b) To receive written reports from the other Officers on the committee
- c) To receive a financial statement of the Association
- d) To receive and announce the result of any ballot of members present.
- e) To transact other business of which proper notice has been given

11.1.2 A General Meeting will ordinarily take place face to face, the committee may in exceptional circumstances decide to hold a general meeting via electronic means over video platforms (not hybrid).

11.1.3 Members shall be given notice in writing of an Annual General Meeting, together with the agenda including notice of any known motions for debate, not less than 28 days before the date of the meeting.

11.1.4 Further motions to be submitted to the Annual General Meeting, unless proposed by the Association Committee, may be proposed by any members of the Association. Such motions must be seconded by at least one member of the

Association and must reach the Chairman of the Association, or their nominated representative, in writing not later than 21 days before the date of the meeting.

11.1.5 Such further motions shall be notified to members not later than 14 days before the meeting

11.1.6 Any plan the ECB may have to dissolve or materially change the ECB ACO shall be put as an Extraordinary Motion as defined at Paragraph 11.2 of this Constitution.

11.1.7 Any motion on the agenda for the Annual General Meeting may, at the discretion of the Association Committee, be decided by a ballot in writing.

11.1.8 At an Annual General Meeting, the quorum shall be no fewer than 15% of members of the Association.

11.1.9 At an Annual General Meeting all members of the Association present who are eligible to do so shall have one vote.

11.1.10 At an Annual General Meeting a simple majority of those members voting shall be required to carry a motion, subject to Paragraph 11.1.9 of this Constitution.

11.1.11 For a change to the Constitution to be carried, at least two-thirds of the votes cast by members need to be in favour.

11.2 Extraordinary Motion

11.2.1 A motion for consideration outside the Annual General Meeting, known as an Extraordinary Motion, may be put by the Association Committee or on the written request of no fewer than 25% of members of the Association.

11.2.2 An Extraordinary Motion may, at the discretion of the Association Committee, be decided by email, a postal ballot or at an Extraordinary General Meeting.

11.2.3 The rules for calling an Extraordinary General Meeting and for the quorum at such a meeting shall be the same as those for an Annual General Meeting.

11.2.4 For an Extraordinary Motion to be carried, at least two-thirds of the votes cast need to be in favour.

12. Sub Committees

12.1 The Association Committee shall nominate a chairman for each Sub-Committee established under the terms of paragraph 7.1.3 above. That person shall be appointed at the first County ACO Committee meeting after the Annual General Meeting.

12.2 At a meeting of any Sub-Committee the appointed members who are present at the meeting shall each have one vote. In the event of an equal number of votes the Sub-Committee Chair shall have a second and decisive vote.

12.3 Any Association Committee member shall be entitled to attend any of the Sub-Committee meetings as an observer but shall have no voting rights at that meeting.

12.4 The minutes of all Sub-Committee meetings shall be lodged with the Chair, or nominee, for distribution to Association Committee members.

13.Discipline and Appeals Procedures

13.1 Complaints raised by ECB ACO members against other ECB ACO members will be subject to the Discipline and Appeals Procedures described in the National ECB ACO Constitution.

13.2 Complaints raised by Clubs and Leagues against officials will be managed by the Association Committee who may use the services of the respective League Discipline Officer or County Cricket Board.

13.3 On all matters where the constitution and rules of the Association are silent, the committee of the Association may take any action that is fair, reasonable and proportionate.

Appendix 1

Responsibilities of the Association Committee

1. To help ensure the implementation of ECB ACO strategy within their County
2. To help ensure compliance with all ECB and ACO policies in their County
3. To organise and chair an Annual General Meeting of members in their County
4. To provide their members with the expected level of service including education, accreditation and appointments within their County
5. To provide on-going education and member meetings across the year to provide community to their members
6. To effectively manage the ECB Umpire Progression Pathway within their County
7. To liaise with their County Board to establish a budget and operating plan that enables the ACO to deliver its aims and objectives
8. To liaise with their County Board and Local Leagues to help ensure that the appropriate officials are available for every match in the County.
9. To communicate effectively with members.

Appendix 2

Roles and Responsibilities of Members of the Association Committee

Chair

1. To maintain the Association Constitution aligned to and accomplishing the objectives of the national model County Constitution provided by ECB ACO
2. To work with the County Cricket Board to create a budget and plan that enables the County ACO to support cricket locally and to support the implementation of ECB ACO aims and objectives.
- 3 To manage the business of the Association.

Deputy Chair.

- 1 To deputise for the Chair in his/her absence. The Deputy Chair will be an elected member of the Association committee or elected by the members at a general meeting of the Association Annual Meeting.

Secretary

- 1 The secretary shall be responsible for convening meetings and administering such decisions that the Association may make including the archiving of minutes and communicating to members.
- 2 The secretary shall be responsible for all correspondence on behalf of the Association except where provided for otherwise.

Treasurer

- 1 To maintain an accurate record of the Associations financial affairs.
- 2 To maintain a bank account(s) and receive all monies due to the Association and making all payments due by the Association.
- 3 To present an independently examined set of accounts at the Annual General Meeting.
- 4 The financial year shall end on the 31st October.

County Development Officer

1. To ensure all those expressing an interest in promotion through the ECB Umpire Progression Pathway are given the necessary support and observations/reports required
2. To ensure every member is aware of their individual development needs and is helped to develop and reach the level of officiating that their ability and desire allow.

County Education Officer

1. To deliver CPD training events for ACO Members within their County.

County Appointments Officer

To lead a team appointing members of the Association to:

- CCCL and CCL competitions.
- CCB and ECB competitions.
- National competitions when requested by the Regional Appointments Officer.

County Scorer's Officer

1. To recommend the appropriate candidates for consideration for appointments to selected regional and national fixtures
2. To manage the recruitment, retention and ensure there are sufficient training events provided to deliver the required number of appropriately skilled scorers in the County
3. To promote and support the use of ECB provided scoring systems.

Membership Services Officer

- 1 To act as the single point of contact with the National ACO for the membership list.
- 2 To provide analysis of the membership data as required by the Association Committee.

- 3 To provide a communications channel between the Association Committee and the membership.

President

The Association may elect a President at the Annual General Meeting. The role of President is an honorary position. The President may attend meetings of the Associations' Committee, but he/she will not be eligible to vote.

Appendix 3

Rules of the Association

1 Members of the Association will be expected to act ethically and to observe the 'Spirit of Cricket' as set out in the preamble to the MCC Laws of Cricket. This will apply on all occasions when a member is officiating or in the role of official or officer of the Association. This will include the conduct at meetings, written communication and the use of social media.

Notwithstanding the provisions of Paragraph 6.5 the Association Committee may take any action that is fair, reasonable and proportionate to deal with a failure to comply with this provision.

Similarly, the Chair may take any action that is fair, reasonable and proportionate to ensure that the routine business of a meeting may be conducted.

2 The Association will work collaboratively with the Cheshire County Cricket League and the Cheshire Cricket League and maintain a panel of umpires to officiate in all league and cup competitions.

3 Membership of the panel will be by invitation and open to members of the Association who can demonstrate an ongoing commitment to continuous professional development and with regard to their personal ability to perform officiating duties in a safe and responsible manner. A panel administration fee, to be determined by the Association Committee will be paid annually

4 The Association will appoint one or more persons to undertake the role of Appointments Secretary to manage the appointments system. (See appendix 2)

5 Appointments for League fixtures will be made using the WTU facility.

6 Panel members may indicate a preference at the start of each season to receive appointments solely in the Cheshire Cricket League. Membership of the panel is on the understanding that members will accept appointments offered by the Appointments Secretary, however, wherever it is reasonable to do so, the Appointments Secretary will take into account individual requirements.

The Appointments Secretary decision is final.

7 The Association Committee will collate fair play marks on behalf of the respective Leagues. Captain's marks will be collated to assist the Appointments Secretary and County Development Officer in undertaking their responsibilities. The Association Committee may appoint a member of the Association to undertake these roles and report quarterly to the Committee.