



The Constitution of Inner Temple's Debating Society

1. Membership

- 1.1 All student members of The Honourable Society of the Inner Temple ('Inner Temple') shall be eligible to be members of the Debating Society ('the Society').
- 1.2 Upon joining Inner Temple as a student member, all students will be given the opportunity to opt into membership of all student societies.
- 1.3 Membership shall terminate upon the sooner of the following:
 - 1.3.1 the commencement of the second six months of pupillage,
 - 1.3.2 the passage of six years from the date of the member joining the Inn,
 - 1.3.3 the resignation of the member by notice in writing to the Secretary of the Society with a copy to the Education and Training Department,
 - 1.3.4 the removal of membership under clause 8.
- 1.4 The Education and Training Department will maintain the definitive list of current members of all student societies.

2. Duties and Responsibilities of Members

- 2.1 In joining the Society, members agree to be bound by the provisions of the following policies and Codes of Conduct of the Inner Temple:

[Volunteers and Participants Code of Conduct](#)

[Equality and Diversity Policy](#)

[Conflict of Interests Policy](#)

[Social Media Policy](#)

[Complaints Policy](#)

[Anti-Bribery](#)

- 2.2 If a member of the Society fails to attend a pre-booked event without good reason, the Sub-Treasurer has the discretion (without any input from the Committee) to issue a formal warning and/or suspend the member from future events.

3. Administration

- 3.1 The Society shall be run by a committee of students ('the Committee') selected annually as provided for below, subject to the general oversight of the Inner Temple Bencher (designated Master of Debating) and the Student Engagement and Support Committee ('SESC').



3.2 The Committee shall comprise a President and other officers as provided for in Schedule I.

4. Selection of President and Other Officers

4.1 The President and other officers shall be selected annually in such manner as may be approved from time to time by the Master of Debating.

4.2 The duties and responsibilities of the President and Other Officers shall be as specified in Schedule II.

4.3 If the President or any other officer is unable or unwilling to perform their duties, they may be removed from office by the Master of Debating, acting with the concurrence of the SESC.

4.4 The Master of Debating may make such provision as they see fit for the performance of the removed officer's duties during the remainder of their period of office.

5. Term of Office

5.1 The President and other officers shall hold office from 1 October until 30 September in the following year.

5.2 No role on the Committee shall be occupied by the same individual(s) for a period exceeding two consecutive years, however no one shall serve on any committee for more than three years, except in exceptional circumstances.

6. Obligations of the Committee

6.1 The Committee is expected to run the following events each year:

6.1.1 *The Intervarsity Debate - Harrison Plate (for universities and law schools)*

6.1.2 *The Rawlinson Cup (for Inner Temple students)*

6.1.3 *The Inter-Inn Debating competition (when it is Inner Temple's turn to host)*

6.2 The Committee may, at its discretion, also run:

6.2.1 *The Public Speaking Competition (for Inner Temple students)*

6.2.2 *The Debating Shield (for Inner Temple students)*

6.2.3 *One or more training programmes*

6.2.4 *Such other competitions as it deems appropriate.*

6.3 The Committee is required to select teams to compete in such national and international competitions as it deems appropriate, and to make provision for



training and funding entrance fees and the expenses of travel and accommodation.

6.4 The Committee must arrange training sessions and provide other opportunities for students to develop their debating skills.

7. Financial support

7.1 The Society will receive an annual subvention from Inner Temple which is to be managed by the Committee in accordance with its budget.

7.2 Matters of funding and financial accountability shall be in accordance with the procedures agreed with the Education and Training Department from time to time. The current procedures are reproduced in Schedule III.

8. Removal of membership

8.1 Membership of student societies is a privilege and liable to be removed if its continuance is not conducive to the wellbeing of the Society or the reputation of the Inn.

8.2 The Master of Debating, acting with the concurrence of the SESC, shall be at liberty to remove any student from membership of the Debating Society. In consideration removal of membership, regard shall be had to Inn's policies as set out in clause 2.1 above.

9. Amendment

9.1 This Constitution, including the Schedules thereto, may be amended by the Committee at any time by instrument in writing made with the concurrence of the Master of Debating following consultation with SESC.



Schedule I

The Committee of the Debating Society shall comprise the following officers:

Two Co-Presidents

Treasurer

General Secretary

Social Secretary

Competitions Officer

EDI Officer

General Committee Members, as the Co-Presidents see fit.

Schedule II

The duties and responsibilities of the President and Other Officers shall be as follows:

Co-President

- a) The Co-Presidents of the Society will be the main point of contact between the Inn and the Society.
- b) They will run the weekly training sessions.
- c) They will make sure the committee runs smoothly.
- d) They will, with the Competitions Officer, select teams for competitions and organise internal competitions.
- e) They will pick the committee for the year they are in charge and arrange for the selection of the Co-Presidents for the following year.

Treasurer

- a) The Treasurer of the Society will be responsible for ensuring that all transactions (incoming/outgoing) whether made directly through the Inn or the online expense platform are clearly recorded and maintained in a single spreadsheet. A copy of this document should be stored on the Society's Google Workspace to allow transparency with all committee members.
- b) The Treasurer will also be responsible for ensuring that any relevant information about finance is updated in the Society's handover document(s) if necessary.
- c) The Treasurer is responsible for managing the Society's finances, which are used for hosting events, sending students to tournaments, both nationally and internationally, and other expenses throughout the year.

General Secretary

- a) The Secretary is responsible for organising the Society's committee meetings and monitoring the society's membership and inboxes.
- b) They will also be responsible for key communications from the Society.

Social Secretary

- a) They oversee organising the Society's social events throughout the year and, with the General Secretary, are responsible for monitoring social media.



Competitions Officer

- a) They are responsible for organising member's participation in internal and external competitions.

Social Media Officer

- a) The Social Media Officer is responsible for maintaining the Society's social media presence.
- b) The Social Media Officer should focus on increasing the Society's social media presence further by developing a stronger branding package and increasing our student engagement.

EDI Officer

- a) They are responsible for ensuring that all the Society's sessions, competitions, and events are accessible and inclusive.

General Committee Members

- a) They are responsible for supporting the other officers and co-presidents where necessary and/or required.



Schedule III

The funding of the Debating Society and matters concerning financial accountability shall be as follows:

- I. The annual grant will be allocated by the Inn based on the approved annual budgets established by the SESC, Finance Committee and Executive committee at the end of each year for the year ahead.
- II. The annual grant will be available from January to December of each year. Any funds left over that year will not automatically roll over.
- III. The Society is expected to operate within the annual grant each year and only commit to activities that meet the objectives of this constitution.
- IV. Annual budget planning will begin in May. The Society will review expenditure and income to date and put forward a forecast of overall spending in the current year, their proposed budget for the following year and any budget proposals to the SESC in the October meeting.
- V. Any financial proposals affecting the annual grant of the Society must be approved by the SESC in the October meeting to allow time for approval from the Finance Committee and Executive.
- VI. Before presenting any financial proposal, the Society must consult with their Master of Activity, Education Engagement Co-Ordinator and the Director of Education.
- VII. Where the Society's event is held internally and incurs a cost from the catering of the event an invoice will not be produced, the cost of the event will be charged internally. The Event Manager from the Inn's Catering team should provide the Society with the final cost of the event for their records. The Education Engagement Co-Ordinator will be responsible for following up on this if the information is not given in a timely manner post-event.
- VIII. If the Society makes any external purchases of goods or services, an invoice should be produced and addressed to the Inn in the following way: *The Inner Temple Debating Society, The Honourable Society of the Inner Temple, Crown Office Row, EC4Y 7HL.*
- IX. If the Society's event is held in an external venue whether the space is free or incurs a hire fee, the Master of Activity should be consulted before any agreement is made to avoid any conflicts of interests.
- X. The Master of Activity must also approve all international travel/accommodation and any volunteers' gifts that exceed £25 each, to uphold the Inn's [anti-bribery policy](#).