

# **WINDANG**

BOWLS CLUB LTD



# **BY-LAWS**

Dated: 30th June 2023  
(Board Approved)

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## **1. BY-LAWS OF WINDANG BOWLS CLUB LTD**

- 1.1 The Board of Directors shall have full power from time to time to make, repeal and amend all such By-Laws (not inconsistent with these rules) as they shall think expedient for the internal management and well being of the Club. All By-Laws made by the Board under this Rule shall be posted in some conspicuous part of the Club premises and shall be binding upon the members until repealed by the Board.

Without limiting the generality of the foregoing:

- 1.2 To create sections for the conduct, management and control of all or any game or sporting activity in which the Club from time to time is engaged or interested and to define and limit the persons (being members of the Club) eligible for membership of all or any such sections and to fix or approve any supplemental subscription or any change (whether annual or special) for membership of such sections or any of them and from time to time to prepare or approve and amend rules and by-laws for the control and regulation of such sections and the conduct and activities thereof and also to terminate and dissolve any such section or to reconstitute the same on a similar or different basis.
- 1.3 For the purpose of this sub-clause to permit any such section to adopt a name distinctive of such section (provided it be described as a section of the Club) and to become affiliated with any body controlling the game terms and conditions (not inconsistent with these articles or the Registered Clubs Act) as such controlling body may from time to time require, and to pay on behalf of the Club capitation fees to any such controlling body or as required by such body.
- 1.4 Subject as hereinafter provided the Constitutions and Rules of each section may be amended from time to time by a majority of the members at a General Meeting.
- 1.5 Any disciplinary action by the section in respect of any member of such section shall at once be reported to the Board together with the reason thereof and recommendation as to further action (if any) to be taken by the Board.
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## **2. SUSPENSION OR TERMINATION OF MEMBERSHIP**

- 2.1 The Board shall have power to reprimand, fine, suspend, accept the resignation of or expel any member who in its opinion:
- a. Has infringed any Rule or By-Laws; or
  - b. Has acted prejudicially to the interests of the Club; or
  - c. Has been guilty of misconduct on the Club premises or elsewhere; or
  - d. Is considered to be not desirable as a member of the Club; or
  - e. Is an alien enemy of the reigning monarch.
- 2.2 The Board shall have the power to suspend or expel any member:
- a. If he becomes or be made bankrupt or insolvent or makes any general assignment of his property or enter into any general composition for the benefit of or with his creditors; or
  - b. If he can be convicted of a felony or misdemeanour.
- 2.3 Every person ceasing to be a member of the Club whether by retirement, expulsion, death, neglecting to pay the entrance fee or subscription or otherwise shall forfeit all rights as a member of the Club but shall remain liable for any monies due or payable under the provisions of Clause 8 of the Memorandum of Association.
- 2.4 No member shall be expelled without first being called before the Board by notice, in writing, signed by the CEO stating the date, hour and place of the meeting of the Board, and the substance of the charge or complaint, and that his attendance is required and further that if he fails to attend at the time and place mentioned the charge or complaint will be heard and dealt with. The Board of Directors will decide on the evidence before it, his absence notwithstanding, and any decision of the Board on such hearing or any adjournment thereof shall be final. No member shall be expelled unless at least five (5) members of the Board shall be present to hear the charge or complaint and at least two-thirds of the Board then present shall vote for such expulsion. The Board shall not be bound to assign any reason for its decision, provided that, if in the opinion of the President or Vice-President the conduct of a member shall have been such as might warrant the Board taking action under the Rules of the Club, the President or Vice-President as aforesaid may forthwith suspend such member from privileges of the Club until such time as the Board of Directors shall have considered such conduct. The President or



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Vice-President as the case may be shall however, forthwith cause preliminary enquiries to be made and make a full report to the Board.

- 2.5 The following course of action may take place regarding disciplinary action.
- a. Management to initiate action based upon investigation of the charge and to advise the member accordingly.
  - b. The member is to be advised by mail.
  - c. Suspension shall commence on either the date advised in person or from the date the letter was sent.
  - d. The member shall retain the right to appeal their sentence to the Board, in writing, within seven (7) days and must be advised of such right.

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### **3. OPENING AND CLOSING TIMES**

The Club premises shall be open for the reception of all members at such time as the Board shall determine.

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### **4. DRESS**

The Board shall prescribe the requirements for dress rules, which apply to all members and guests.

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## **5. BOWLING SECTION MANAGEMENT**

**THE BOARD OF DIRECTORS, RESERVE THE RIGHT, AT THEIR DISCRETION, TO CHANGE, MODIFY, ADD, OR REMOVE PORTIONS OF THESE TERMS AT ANY TIME.**

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### **5.1 FULL BOWLING MEMBERSHIP**

A person who applies for Full Bowling Membership must:

- a. Be deemed competent by the Bowls Coordinator and/or Bowls Coach at the time of application and confirmed as a full bowling member at the next board meeting.
  - b. Actively and regularly participate in bowls activities at Windang Bowling Club.
  - c. Fulfil all Bowls NSW Clearance and Transfer Regulations and requirements.
  - d. Be responsible for any membership and transfer fees upon application.
  - e. Abide by all Club ByLaws, Regulations and Policies.
  - f. Full Members wishing to transfer from Windang Bowling Club to another Bowling Club must fulfil all of their financial obligations to the Club before Clearance will be granted. Clearance may not be granted if any obligations are outstanding.
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#### **5.1.1 ANNUAL MEMBERSHIP FEES**

Annual Membership Fees for full bowling members are determined by the Board of Directors. These fees include membership to Bowls NSW, and Illawarra Zone 16 Bowling Association, or Illawarra District Women's Bowling Association (IDWBA), a prerequisite to play in organised association events in NSW.

Fees are subject to change from time to time.

**5.1.2 RENEWING MEMBERS**

All renewing members shall pay the full membership fee.

**5.1.3 NEW MEMBERS**

All new full bowling members (new bowlers, transferring bowlers) shall pay the full membership fee.

The Board of Directors shall determine an applicable fee for members who join at the end of the current playing season.

Transferring bowlers will also pay the BowlsNSW transfer fee.

**5.1.4 JUNIOR MEMBERS**

No membership fees are required for juniors, those under 18 years of age.

**5.1.5 LIFE MEMBERS**

No membership fees are required for Life Members.

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## **5.2 LAWN BOWLS AT WINDANG**

The management of Lawn Bowls at Windang Bowls Club Ltd requires a combination of appointed positions and elected committee members. This will be known as the Bowls Committee. As part of the Bowls Committee we have certain responsibilities and owe certain duties to the club and to its members.

The Bowls Committee works together as a team, to enhance our club, and provide a bowling environment where everyone can enjoy this great game, regardless of background, age or ability.

To ensure the smooth running of all aspects of the game, at all levels, the Bowls Committee should understand their roles and responsibilities outlined in this document.

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## **5.3 THE BOWLS COMMITTEE**

The Bowls Committee is in place to oversee and administer the core bowling activities of the Club.

The Bowls Committee shall consist of the following positions:

1. Bowls Manager.
  2. Men's Bowls Organiser.
  3. Women's Bowls Organiser.
  4. Match Committee (2 men & 2 women).
  5. Selection Committee (2 men & 2 women).
  6. Welfare Officer (If Required).
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### **5.3.1 OBJECTIVE OF THE BOWLS COMMITTEE**

The objectives of the Bowls Committee are as follows;

- a. To promote, oversee, organise and operate the Bowls activities and events of the Club in alliance with the strategic objectives of the club.
- b. To ensure the various Bowls Committees (Selection and Match) are performing as required under these By-Laws.
- c. To ensure the club has enough volunteers to cover the bowls requirements for Umpiring, Coaching, Junior Development, Special Bowls Events, Social Bowls and Barefoot Bowls.

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### **5.3.2 APPOINTMENT AND ELECTION OF THE BOWLS COMMITTEE.**

#### **APPOINTED POSITIONS**

As of the next AGM the following positions on the Bowls Committee shall be appointed annually by the Board in accordance with these By-Laws.

- a. The Bowls Manager.
- b. The Men's Bowls Organiser.
- c. The Women's Bowls Organiser.

#### **ELECTED POSITIONS**

As of the next AGM the following positions on the Bowls Committee shall be elected annually by the Members in accordance with these By-Laws, after calling for nominations from full bowling members, and consist of:

- a. The Match Committee (2 x men & 2 x women).
  - b. The Selection Committee (2 x men & 2 x women).
  - c. The Welfare Officer (If Required).
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### **5.3.3 BOWLS ORGANISER**

There will be a Men's and a Women's Bowls Organiser, appointed by the current Board of Directors that will comprise of two (2) members made up of the following:

- a. 1 x male Bowls Organiser.
- b. 1 x female Bowls Organiser.

The Bowls Organiser must be a full bowling member of Windang Bowling Club who has Windang as their declared Club for the current season.

A Life Member can also be a Bowls Organiser.

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### **5.3.4 MATCH COMMITTEE**

There will be a Match Committee, elected by the members that will comprise of four (4) members made up of the following:

- a. 2 x male Match Committee Members..
- b. 2 x female Match Committee Members.

The four (4) members on the Match Committee must be full bowling members of Windang Bowling Club who have Windang as their declared Club for the current season.

A Life Member can also be a member of the Committee.

A Match Committee Member cannot play for another bowling club whilst being on the Match Committee at Windang Bowling Club.

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### **5.3.5 SELECTION COMMITTEE**

There will be a Selection Committee, elected by the members that will comprise of four (4) members made up of the following:

- a. 2 x male Selection Committee Members.
- b. 2 x female Selection Committee members.

The four (4) members on the Selection Committee must be full bowling members of Windang Bowling Club, who have Windang as their declared Club for the current season.

A Life Member can also be a member of the Committee; and

A Selection Committee Member cannot play for another bowling club whilst being on the Selection Committee at Windang Bowling Club.

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### **5.3.6 MEN'S AND WOMEN'S WELFARE OFFICER**

The Board at its discretion shall appoint a Welfare Officer if required.

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#### **5.4 ROLES AND RESPONSIBILITIES**

The overall responsibility of the Bowls Operations Committee is the administration of all bowls activities in the Club.

This includes, but may not be limited to:

- District, Zone, State or National Events.
  - Pennants.
  - Club Championships.
  - Club & Special Events.
  - Interclub Events.
  - Junior Bowls.
  - Social Bowls.
  - Barefoot Bowls.
- 
- a. Meet on a monthly basis, or otherwise required, or requested by the Bowls Manager.
  - b. Arrange all club fixtures for the season, ensure all programs, calendars, entry forms, procedures for entry and the conduct of events are carried out in accordance with guidelines as detailed in these By-Laws.
  - c. Submit all club fixtures for approval to the Board of Directors.
  - d. Liaise with club staff (CEO, Manager, Supervisor, Greenkeeper, Functions Coordinator, Catering) to ensure all bowls events operate effectively.
  - e. Liaise with Illawarra Zone 16, Illawarra Women's District Bowls Assoc, Bowls NSW and Bowls Australia as required.
  - f. Management of Pennants
    - Player gradings.
    - Player participation records.
    - Player Communication.
    - Liaison with Zone, District & State regarding all Pennant issues.
    - Bowlslink Competitions Management.
  - g. Encourage member participation in all bowls events and activities.
  - h. Promote Windang Bowling Club especially in terms of bowls participation and to attract and encourage new bowlers. This could be through digital and/or social media.



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- i. BowlsLink Membership and Competitions Administration.
  - j. Registrations and Transfers.
  - k. Ensure all club and association event winners are recorded and updates available for the digital honour board and the club website, on an annual basis.
  - l. Provide a monthly bowls report to the Board of Directors.
  - m. Act as delegate(s) to Illawarra Zone 16 or IDWBA as per Constitution and Regulations.
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#### **5.4.1 BOWLS MANAGER**

The Bowls Manager:

- a. Reports directly to the CEO.
  - b. Provides overall leadership and direction to bowls at the Club.
  - c. Is a BowlsLink Membership and Competitions Administrator.
  - d. Provides administrative support to all levels of bowls, including but not limited to Coaching, Umpires and Junior Committees, Grant Applications, Funding and Sponsorship opportunities.
  - e. Communicates closely with Bowls Organisers and Committees.
  - f. Promotes Bowls Communications - Website, Social Media, Local Media Outlets.
  - g. Updates Club Bowls Records and Digital Honour Board.
  - h. Will liaison with District, Zone, State & National Bowls Authorities.
  - i. Will act in an advisory capacity to the Selection Committee regarding player's correct eligibility in grading, rules, cards, official result sheets, trials and any other information or needs to ensure the smooth operation of the Pennant season.
  - j. Attends any Bowls Committee Meetings.
  - k. Liaise with the Green Keeper at the Club in relation to all matters in connection with play on the greens.
  - l. Will be responsible for ensuring that liaison occurs between the men and women bowlers.
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#### **5.4.2 BOWLS ORGANISER**

The Bowls Organiser:

- Reports to the Bowls Manager.
- Is a BowlsLink Membership and Competitions Administrator.

The role of the Bowls Organiser is to:

- Submit the Yearly Program to the Bowls Manager for Board approval.
- Ensure draws are communicated via notice board, and forwarded to Bowls Manager for Website and Social Media publishing.
- Keep records of player achievements, annually.
- \*Oversee the Match and Selection Committees.
- \*Communications and Publicity Officer.
- \*Zone or IDWBA delegate.
- Liaison with Zone or District & State Authorities.
- Forward Social Bowls Prizewinner results to admin, and keep accurate records.

\* These roles may be delegated to a suitable candidate.

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#### **5.4.3 MATCH COMMITTEE**

The Match Committee reports to the Bowls Organisers.

The role of the Match Committee is to:

- a. Prepare the Yearly Program of events as soon as practical.
- b. Conduct Club Championship and Event draws.
- c. Prepare cards for all events.
- d. Communicate with the Bowls Organiser and/or Greenkeepers on game requirements.
- e. Develop and update the conditions of play for events and bowls related policies where relevant.
- f. Designate the formats for all bowls events held at the club.
- g. Schedule and Coordinate Social Bowls events to suit the needs of the membership.

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- h. Arrange umpires and controlling bodies to be present at games where required.
  - i. Update Championship results as soon as practical.
  - j. Ensure that all events are played within the spirit of the game.
  - k. Ensure that all matches conducted on behalf of Bowls NSW (State Competitions) are conducted under the current State Conditions of Play and the Laws of the Sport.
  - l. Keep cards until the conclusion of an event especially for State events which are kept until after the State events.
  - m. Ensure that Conditions of Play for club/district events and tournaments are published in advance.
  - n. Manage entries and set deadlines for events.
  - o. Ensure entries for competitions include the name of the competition, format (knockout, round robin, sets play, sectional), date, time, closing date, venue, dress requirements, fees, special conditions.
  - p. Keep records of entry forms
  - q. Call the cards at events.
  - r. Alert players to the Conditions of Play before an event.
  - s. Update scores and results for events, where applicable.
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#### **5.4.4 SELECTION COMMITTEE**

The role of the Selection Committee is to:

- a. Nominate the Pennant grades for the club to submit each year.
- b. Develop and update the Club Selection Policy.
- c. Adhere to the Selection Policy.
- d. Call for written notice of members interested in playing pennant for the club.
- e. Select team members for Pennant Competitions.
- f. Select players for Club representative fixtures and other events.
- g. Hear appeals related to selection decisions and deal with them in an objective, fair and equitable manner as per the current Selection Policy.

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- h. Attend games to observe players skills levels and temperament on the green.
  - i. Conduct trials for players before selection occurs, where applicable.
  - j. Organise training sessions, in consultation with a coach, for players to improve and practice skills, where relevant.
  - k. Develop ways to improve team spirit and compatibility.
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#### **5.4.5 WELFARE OFFICER**

The role of the Welfare Officer is to conduct welfare checks and follow-ups with ill members.

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#### **5.5 VACANCIES**

In the event of a Vacancy occurring in any of the Bowls Committees. The Board of Directors, at its discretion, may appoint a suitable replacement. The person so appointed shall hold office until the next annual general meeting.

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## **6. BOWLS OPERATIONS POLICIES**

All Full Bowling Members are expected to abide by these By-Laws and any Policies listed below:

- a. [Player Code of Conduct](#)
- b. [Incentives and other Payments](#)
- c. [Conditions Of Play - Club Events.](#)
- d. [Selection Policy.](#)
- e. [Bowls Attire Policy.](#)
- f. [Smoke Free Greens Policy.](#)
- g. [Extreme Weather Guidelines.](#)

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## **7. PLAYER CODE OF CONDUCT**

This code of conduct applies to anyone who takes part in any of the following lawn bowls events at Windang Bowling Club.

- a. Barefoot Bowls
- b. Roll Up or practice
- c. Social Bowls
- d. Club Championships
- e. Pennants
- f. District, Zone and State Championships

### **7.1 GENERAL**

This Code of Conduct is to be followed on all occasions and in all places when playing the game of lawn bowls at Windang Bowling Club, or where the player can be seen to be a member of Windang Bowling Club and includes the venue of play which means the green, surrounds and clubhouse of the place where the player is about to, or is competing, or has competed.

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## **7.2 BAREFOOT BOWLS**

- a) Attire – Neat and casual.
- b) Foot wear – Bare Feet, thongs or shoes with flat soles only.
- c) Children must be supervised at all times.
- d) Footwear must always be worn when entering the club.
- e) Strictly no driving (Bowling at full speed).
- f) Avoid “dumping” or bouncing the bowls.
- g) No shot putting or over arm bowling.
- h) No standing or playing in the sand ditches.
- i) No sitting on the edge of the bank.
- j) No standing on the plinth (edge of the green).
- k) No eating, drinking on the green.
- l) No running, jumping or any behaviour that may harm others or the bowling greens.

The Bowls Coordinator and/or organisers are to ensure that all Barefoot Bowlers are aware of this Code of Conduct prior to any Barefoot Bowls games taking place.

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## **7.3 ROLL UP OR PRACTICE**

- a. Attire – Neat and Tidy - Refer to Attire Policy.
  - b. Prior to roll up - check with the green keeper or bowls coordinator on green/rink availability and direction of rollup.
  - c. No roll ups or practice on greens with “**GREEN CLOSED**” signs installed.
  - d. Avoid “dumping” of bowls.
  - e. No eating or drinking on the green.
  - f. Ensure all mats and jacks are returned to the storage box.
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#### **7.4 SOCIAL BOWLS**

- a. Players or teams are to enter their names on the online booking system via the bowls website, alternatively players may place their name or team on the nomination sheets provided.
- b. Social bowls nomination sheets may have a spares list for single name entries. The Match Committee shall do their best to get all players a game, however, in some cases this may not be possible.
- c. Nominations close 9:00am and 12:30pm respectively. The Match Committee reserves the right to accept or reject entries as deemed appropriate.
- d. Depending on player numbers it may be necessary for players to move teams or withdraw. The Match Committee reserves the right to change teams/players as deemed appropriate.
- e. Players should contact the Match Committee or Bowls Organiser as soon as practicable if they cannot attend.
- f. Failure to attend without sufficient notice on multiple occasions may result in disciplinary action.
- g. Avoid “dumping” of bowls.
- h. No eating or drinking on the green.
- i. No smoking on green or surrounds as per [Club Smoke Free Greens Policy](#).
- j. Ensure jack markers are in a safe place.
- k. Ensure all scoreboards are reset to zero at the end of the game.
- l. Ensure all shade cloths are retracted.
- m. Ensure all mats and jacks are returned to the storage box.
- n. Ensure any sand is removed from the edge of the green surface.
- o. Only approved artificial devices shall be used on the green.

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#### **7.5 COMPETITION**

During any competition, players are expected to maintain at all times a high standard of sportsmanship and fair play. This will of necessity include:

- a. Always playing to the best of their ability and where appropriate to perform as part of a team.
- b. Abiding by the Laws of the Game, its Regulations and Conditions of Play as specified by the Controlling Body.

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- c. Respecting and accepting without question any ruling given by the Umpire (Subject to the right of appeal given by the Laws).
  - d. Not to take any general illicit substances and in particular to comply with any Regulations adopted by Windang Bowling Club in regard there to.
  - e. Present themselves for competition in an acceptable physical and mental condition and standard of appearance.
  - f. Maintain towards opponents an attitude of respect and politeness.
  - g. Understand the consumption of alcohol is a matter of personnel choice, but ensure that such does not adversely affect team performance
  - h. Abiding by the Dress Codes as in Conditions of Play
  - i. Be aware of the itinerary, the event and arrive on time for all games, practice session and other commitments
  - j. Be responsible for all expenses other than those covered by Windang Bowling Club under the [Incentive and Other Payments Policy](#).

This Code of Conduct has been adopted by Windang Bowling Club and requires every player who intends to play in any club championship event at Windang Bowling Club or intends to represent Windang Bowling Club in a pennant competition or Zone and State Championship accept these conditions as a means of entry to that event.

Players placing their name on any nomination sheet (online or printed) agree to abide by this Code of Conduct.

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## **7.6 CLUB CHAMPIONSHIPS**

- a. Attire – Club Uniform – [Refer to Bowls Attire Policy](#).
- b. Prize Money is allocated as per the [Incentives and other payments Policy](#).
- c. No smoking on green or surrounds as per [Club Smoke Free Policy](#).
- d. All club championships will be run in accordance with the current BOWLS NSW Conditions of Play (COP), and/or [Conditions of Play - Club Events](#), and the Laws of the Game of Bowls
- e. Team nomination sheets will be posted as early as possible and will align with the current yearly program for the club. In the case of unforeseen circumstances, the match committee reserves the right to alter the dates if necessary (in accordance with current COP) to have the competition come to a successful conclusion.



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### **7.6.1 CLUB CHAMPIONSHIPS - PLAYER OBLIGATIONS.**

Any player who intends to compete in any Club Championship at Windang is expected to follow the guidelines listed below:

- a. Check dates prior to entering events.
- b. Check draws, taking note of opposition and play-by dates.
- c. Organise games on or before the play-by date and enter events on the “club championship” list. Ensuring any games outside the **“normal play days and times”** are approved.
- d. Organise markers in singles. In the event of “double header” games, losing singles players will mark the next round.
- e. Ensure score cards are filled out correctly, confirming score, entering finish time and signed.
- f. Ensure jack markers are returned to a safe place.
- g. Ensure all scoreboards are reset to zero.
- h. Ensure all mats and jacks are returned to the storage box.
- i. Return scorecards and player name signs to the controlling body.

#### **NORMAL PLAY DAYS AND TIMES ARE:**

- a. Wednesday 9:30am
- b. Friday 9:30am
- c. Thursday 9:30am
- d. Saturday 9:30am and 1:00pm
- e. Sunday 9:30am and 1:00pm

Any games scheduled outside these days and times must be approved by a member of the match committee at least 48 hours in advance.

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### **7.6.2 CLUB CHAMPIONSHIPS - RESCHEDULING OF MATCHES**

If a player or team drawn to play cannot do so, a forfeit will apply unless:

A Substitute and/or Replacement Player is used in accordance with the laws.

The opponents, by mutual arrangement, and with the consent of the Controlling Body, agree to and do play the match prior to the scheduled

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date. Rescheduled games are to be noted on the sheet provided at the club.

If the Controlling Body gives its consent and the match is then not able to be completed before the next scheduled round, the player(s)/team(s) that were originally unable to play on the scheduled date shall be deemed to forfeit that match.

Players are encouraged to play their games whenever possible.

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## **7.7 REPRESENTING WINDANG BOWLING CLUB - PLAYER OBLIGATIONS.**

When representing Windang Bowls Club all Full, Life and Junior Members will:

- a. Comply with the Club's dress regulations in the [Bowls Attire Policy](#).
  - b. Comply with the rules and regulations of Illawarra Zone 16, IDWBA, BowlsNSW, Bowls Australia and the Laws of the Game of Bowls.
  - c. Use their best endeavours to compete in each game in which they, or a team are a member, are entered to compete.
  - d. At all times, when representing the Club in relation to the sport of lawn bowls, whether on the playing field or otherwise, and at all times when wearing the uniform of the Club, conduct themselves in a manner that promotes the interests, and upholds the values of the Club and promotes the sport of lawn bowls.
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### **7.7.1 DISTRICT, ZONE AND STATE CHAMPIONSHIPS**

Players are responsible for:

- a. Entering their names on the nomination sheets provided, prior to closing dates.
- b. Entering their name/team via BowlsLink.
- c. All nomination and entry fees.
- d. Confirming all play dates, start times and venues.
- e. Organising their own transport to/from venues.

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Travel and Accommodation for State Championships is covered under the current [Incentive and other Payments Policy](#). Players are required to comply with any travel and accommodation requirements made by the club. Any request for variation requires Board approval.

\*Accommodation may be arranged for partners as per Windang Bowling Club's *Incentive and other Payments Policy*.

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### **7.7.2 PENNANTS**

Players are responsible for:

- Ensuring they abide by the Windang Bowling Club Selection Policy.
  - Attending training sessions and trial games whenever possible.
  - Confirming their selection in pennants each week by checking the pennant notice board.
  - Confirming their availability on the team sheet. If players are unavailable they should contact the Bowls Coordinator or Selectors as soon as possible.
  - Electing a team captain.
  - Confirming their transport requirements on the team sheet and organising their own transport to/from venues.
  - Ensuring transport for team managers has been arranged and that managers arrive at the venue no later than 40 minutes prior to start times.
  - Meeting at Windang Bowling Club at the designated time prior to departing to the venue club.
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## **8. INCENTIVES AND OTHER PAYMENTS**

**ALL PAYMENTS ARE SUBJECT TO BOARD APPROVAL. SITUATIONS MAY OCCUR THAT ARE NOT COVERED BY THIS DOCUMENT. ANY PAYMENT IN THIS CASE, SHALL BE AT THE BOARD'S DISCRETION.**

This document applies to all bowls related payments for Windang Bowling Club.

### **8.1 ELIGIBILITY**

Unless otherwise specified, this incentive scheme is only available to:

- a. All financial Full Bowling Members of Windang Bowls Club Ltd.
- b. All Junior Bowling Members of Windang Bowls Club Ltd.

To qualify for the following Incentive Payments:

- a. PENNANT INCENTIVE.
- b. TOURNAMENT INCENTIVE.
- c. DISTRICT/ZONE/STATE/NATIONAL CHAMPIONSHIP INCENTIVE.
- d. REPRESENTATIVE HONOURS.

Players **MUST:**

- a. Have Windang Bowling Club as their declared club.
  - b. Be available to play Pennants and/or District/Zone and Club Championships for Windang Bowling Club for the current season.
  - c. When required, and subject to qualification, represent Windang Bowling Club at the highest level possible. This includes District/Zone/State Championships.
  - d. Failure to comply with any of Windang Bowling Club Policies may result in forfeiture of all, or a portion of any Incentive Payments.
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**8.2 PENNANT INCENTIVE**

**8.2.1 OPEN GENDER PENNANTS**

**TRAVEL TO/FROM VENUES**

Players are responsible for any travel costs involved during the ordinary Pennant Season. This includes all Sectional and Post Sectional Play.

**OPEN GENDER PENNANT FINALS - BONUS PAYMENTS \***

The following bonus payments are available to all Players, Reserves and Side Managers, who participate in the Illawarra Zone 16 Single Gender or Open Pennant Competitions.

<b>OPEN GENDER PENNANT INCENTIVE</b>		
LEVEL 1	ZONE PENNANT PLAYOFFS - QUALIFIER	\$50
LEVEL 2	ZONE PENNANT GRAND FINAL - RUNNER UP	\$100
LEVEL 3	ZONE PENNANT GRAND FINAL - WINNER	\$200

**\*ONLY ONE PAYMENT IS TO APPLY FOR THE HIGHEST LEVEL ACHIEVED.**

- a. Levels 1 & 2: Paid on Presentation Night.
- b. Level 3: Paid prior to the State Pennant Finals.

**8.2.2 SINGLE GENDER PENNANTS**

**TRAVEL TO/FROM VENUES**

Players are responsible for any travel costs involved during the ordinary Pennant Season. This includes all Sectional and Post Sectional Play.

**SINGLE GENDER PENNANT FINALS - BONUS PAYMENTS \***

The following bonus payments are available to all Players, Reserves and Side Managers, who participate in the IDWBA Single Gender Pennant Competitions.

<b>SINGLE GENDER (MEN'S) PENNANT INCENTIVE - ILLAWARRA ZONE 16</b>		
LEVEL 1	ZONE PENNANT PLAYOFFS - QUALIFIER	\$50
LEVEL 2	ZONE PENNANT GRAND FINAL - RUNNER UP	\$100
LEVEL 3	ZONE PENNANT GRAND FINAL - WINNER	\$200

<b>SINGLE GENDER (WOMEN'S) PENNANT INCENTIVE - IDWBA</b>		
<b>LEVEL 1</b>	IDWBA PENNANT FINALIST	\$50
<b>LEVEL 2</b>	IDWBA PENNANT FLAG - WINNER	\$100
<b>LEVEL 3</b>	REGIONAL FINAL - WINNER	\$200

**\*ONLY ONE PAYMENT IS TO APPLY FOR THE HIGHEST LEVEL ACHIEVED.**

- a. Levels 1 & 2: Paid on Presentation Night.
- b. Level 3: Paid prior to the State Pennant Finals.

### **8.2.3 STATE PENNANT FINALS - (OPEN OR SINGLE GENDER).**

#### **TRAVEL**

For all nominated players, reserves and side managers, shared accommodation and travel (as deemed appropriate by the Board of Directors) will be arranged and paid by the club. Partners who accompany will be required to pay a proportionate share of the accommodation and travel costs.

#### **STATE PENNANT FINALS - BONUS PAYMENTS \***

The following bonus payments are available to all Players, Reserves and Side Managers, who participate in Bowls NSW State Single Gender Pennant or Open Pennant Competitions.

*These payments are in addition to the Zone/Regional Pennants Bonus Payments above.*

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<b>BOWLS NSW STATE PENNANT (OPEN OR SINGLE GENDER) INCENTIVE</b>		
<b>LEVEL 1</b>	QUARTER FINALIST	\$50
<b>LEVEL 2</b>	SEMI FINALIST	\$100
<b>LEVEL 3</b>	STATE PENNANT FLAG - RUNNER UP	\$200
<b>LEVEL 4</b>	STATE PENNANT FLAG - WINNER	\$300

**\*ONLY ONE PAYMENT IS TO APPLY FOR THE HIGHEST LEVEL ACHIEVED.**

All payments shall be made on Presentation Night.

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**8.3 TOURNAMENT INCENTIVE**

This tournament incentive applies to any tournament with a total prize money of \$1200 or more, (outside of Windang Bowling Club).

All players in a team must have Windang Bowling Club as their declared club for the current season.

A Junior Bowler may be part of a composite team to be eligible for this incentive.

Tournament entry fees are the responsibility of the player(s).

Should a player or players of Windang Bowling Club finish Winner or Runner Up in an eligible tournament, they will be entitled to a bonus payment of 25% of the prize money earned (capped at \$1000 per player/per event).

This Tournament Bonus payment is capped at \$10,000 per financial year (Excluding Pennant Payments).

Applicants have 30 (thirty) days from the date of the tournament to apply for this incentive. Applications made after this time frame will not be accepted.

It is the responsibility of the player(s) to:

(a) Provide written evidence (endorsed by the tournament director) to support their application.

(b) Apply for this Incentive through the Bowls Coordinator.

Once approved, payment will be made in a reasonable time frame.

#### **8.4 IDWBA DISTRICT - CHAMPIONSHIP INCENTIVE**

##### **ENTRY FEES**

Players are responsible for all entry fees, including entry fees paid via the Bowlslink system.

##### **TRAVEL TO/FROM VENUES**

Players are responsible for any travel costs involved during all District, Regional Championships.

Any player representing Windang Bowling Club in the current season, and making the finals of the Championships listed below will receive the following incentive payments per player.

<b>IDWBA CHAMPIONSHIP INCENTIVE</b>			
<b>IDWBA - 1</b>	<b>MINOR SINGLES</b>	RUNNER UP	\$50
		WINNER	\$100
<b>IDWBA - 2</b>	<b>OPEN &amp; SENIOR</b>	SINGLES, PAIRS, TRIPLES, FOURS - RUNNER(S) UP	\$50
		SINGLES, PAIRS, TRIPLES, FOURS - WINNER(S)	\$100
<b>REGIONAL</b>	<b>OPEN &amp; SENIOR</b>	SINGLES, PAIRS, TRIPLES, FOURS - RUNNER(S) UP	\$100
		SINGLES, PAIRS, TRIPLES, FOURS - WINNER(S)	\$200

**\*ONLY ONE PAYMENT IS TO APPLY FOR THE HIGHEST LEVEL ACHIEVED.**

- a. IDWBA - 1: Paid on Presentation Night.
- b. IDWBA - 2: Regional Runner(s) Up - Paid on Presentation Night.
- c. IDWBA - 2: Winners - Paid prior to the State Championships.



## 8.5 ILLAWARRA ZONE 16 - CHAMPIONSHIP INCENTIVE

### ENTRY FEES

Players are responsible for all entry fees, including entry fees paid via the Bowlslink system.

### TRAVEL TO/FROM VENUES

Players are responsible for any travel costs involved during all Zone Championships.

Any player representing Windang Bowling Club in the current season, and making the finals of the Zone Championships listed below will receive the following incentive payments per player.

<b>ILLAWARRA ZONE 16 CHAMPIONSHIP INCENTIVE</b>		
<b>RUNNER(S) UP</b>	<b>STATE, SENIOR, JUNIOR, &amp; OPEN RESERVE</b> (SINGLES, PAIRS, TRIPLES, FOURS.) <b>STATE MIXED PAIRS - ZONE QUALIFYING.</b> <b>STATE ROOKIES - (SINGLES &amp; PAIRS.) - ZONE QUALIFYING</b>	\$100
<b>WINNER(S)</b>	<b>STATE, SENIOR, JUNIOR, &amp; OPEN RESERVE</b> (SINGLES, PAIRS, TRIPLES, FOURS.) <b>STATE MIXED PAIRS - ZONE QUALIFYING</b> <b>STATE ROOKIES - (SINGLES &amp; PAIRS.) - ZONE QUALIFYING</b>	\$200

### **\*ONLY ONE PAYMENT IS TO APPLY FOR THE HIGHEST LEVEL ACHIEVED.**

- a. Zone 16 Runner(s)Up: Paid on Presentation Night.
- b. Zone 16 Winner(s): Paid prior to the State Championships.

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**8.6 ILLAWARRA ZONE 16 - SOUTH PACIFIC CARNIVAL**

**ENTRY FEES**

Players are responsible for all entry fees, including entry fees paid via the Bowlslink system.

**TRAVEL TO/FROM VENUES**

Players are responsible for any travel costs involved during the Zone 16 South Pacific Carnival.

**INCENTIVE PAYMENT**

The following payment applies to all players, representing Windang Bowling Club in the Illawarra Zone 16 South Pacific Carnival. Does not apply to a composite team.

A \$100 bonus payment per player per event shall apply for the Runner(s) Up in the current South Pacific Carnival Singles, Pairs, Fours, Mixed Pairs.

A \$200 bonus payment per player per event shall apply for the Winner(s) of the current South Pacific Carnival Singles, Pairs, Fours, Mixed Pairs or for Player of the Carnival.

Once approved, payment will be made in a reasonable time frame.

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**8.7 BOWLS NSW - STATE CHAMPIONSHIP INCENTIVE**

**ENTRY FEES**

Players are responsible for all entry fees, including entry fees paid via the Bowlslink system.

**ACCOMODATION, TRAVEL AND EXPENSES**

Accommodation, travel and/or any “out of pocket expenses” shall be at the discretion of the Board of Directors. Partners who accompany will be required to pay a proportionate share of the accommodation and travel costs.

**INCENTIVE PAYMENT**

The following payment applies to all players representing Windang Bowling Club in any Bowls NSW State Championship.

A \$150 bonus payment per player shall apply for the Runner(s) Up of the State Championship.

A \$300 bonus payment per player shall apply for the Winner(s) of the State Championship.

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**8.8 BOWLS NSW - STATE CHAMPION OF CHAMPIONS INCENTIVE**

**ENTRY FEES**

Players are responsible for all entry fees, including entry fees paid via the Bowlslink system.

**ACCOMODATION, TRAVEL AND EXPENSES**

Accommodation, Travel and/or any “out of pocket expenses” shall be the responsibility of the player(s).

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**INCENTIVE PAYMENT**

The following payment applies to all players representing Windang Bowling Club in any Bowls NSW State Champion of Champion event.

A \$300 bonus payment per player shall apply for the Runner(s) Up of the State Champion of Champions.

A \$600 bonus payment per player shall apply for the Winner(s) of the State Champion of Champions.

Players may choose to take an advance on their Club Championship Prize Money if required.

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**8.9 BOWLS NSW - STATE CARNIVAL INCENTIVE**

**ENTRY FEES**

Players are responsible for all entry fees, including entry fees paid via the Bowlslink system.

**ACCOMMODATION, TRAVEL AND EXPENSES**

Accommodation, Travel and/or any “out of pocket expenses” shall be the responsibility of the player(s).

**INCENTIVE PAYMENT**

The following payment applies to all players representing Windang Bowling Club in any Bowls NSW State Carnival.

A \$150 bonus payment per player shall apply for the Runner(s) Up of the State Carnival.

A \$300 bonus payment per player shall apply for the Winner(s) of the State Carnival.

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## **8.10 BOWLS AUSTRALIA - NATIONAL EVENTS INCENTIVE**

### **ENTRY FEES**

Players are responsible for all entry fees, including entry fees paid via the Bowlslink system.

### **ACCOMMODATION, TRAVEL AND EXPENSES**

Accommodation, travel and/or any “out of pocket expenses” shall be at the discretion of the Board of Directors. Partners who accompany will be required to pay a proportionate share of the accommodation and travel costs. Does not apply to a composite team.

### **INCENTIVE PAYMENT**

An incentive payment for any [National Event](#) shall be at the discretion of the Board of Directors. Does not apply to a composite team.

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## **8.11 WORLD BOWLS - INTERNATIONAL EVENTS INCENTIVE**

### **ENTRY FEES**

Players are responsible for all entry fees, including entry fees paid via the Bowlslink system.

### **ACCOMMODATION, TRAVEL AND EXPENSES**

Accommodation, travel and/or any “out of pocket expenses” shall be at the discretion of the Board of Directors. Partners who accompany will be required to pay a proportionate share of the accommodation and travel costs. Does not apply to a composite team.

### **INCENTIVE PAYMENT**

An incentive payment for any [World Bowls International Event](#) shall be at the discretion of the Board of Directors. Does not apply to a composite team.

**8.12 REPRESENTATIVE HONOURS**

**THIS PAYMENT APPLIES TO FULL BOWLING MEMBERS SELECTED IN THE FOLLOWING CATEGORIES:**

<b>REPRESENTATIVE HONOURS</b>			
<b>LEVEL</b>	<b>REPRESENTATION</b>	<b>INITIAL PAYMENT</b>	<b>ALLOWANCE PER DAY</b>
<b>Level 1</b>	<b>Illawarra Zone 16.</b> Open, Senior, U25, U18 Sides.	\$250	\$60
<b>Level 2</b>	<b>NSW City/Country.</b> Open, Senior, U25, U18 Sides.	\$500	\$80
<b>Level 4</b>	<b>NSW State Squad.</b> Men's & Women's Sides. Disability Side. Senior Men's & Women's Sides. U18 Boys & Girls Sides.	\$1000	\$100
<b>Level 5</b>	Australian National Squad	\$2000	\$200

**INITIAL PAYMENT**

As per Schedule 1, an initial **once only** payment (per year) will be paid to players on the first time they are selected at each representative level. The total amount paid for the year shall be equivalent to the highest level achieved.

This incentive also applies to Junior Members (boy or girl) of Windang Bowling Club.

*Only one payment is to apply for the highest level achieved.*

*Once approved, this payment will be made in a reasonable time frame and prior to the Representative Event.*

### **DAILY ALLOWANCE**

If a player is selected on more than one occasion in one year, only the daily allowance will be paid during the Representative event. This is to assist the player with out of pocket expenses during the event.

Once approved, this payment will be made in a reasonable time frame and prior to the Representative Event.

**ACCOMMODATION AND TRAVEL COSTS ARE NORMALLY COVERED BY THE ZONE, STATE OR NATIONAL AUTHORITY. PARTNERS WHO ACCOMPANY PLAYERS ARE EXPECTED TO ADHERE TO THE RELEVANT AUTHORITY'S REQUIREMENTS.**

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**BY-LAWS OF WINDANG BOWLS CLUB LTD****8.13 CLUB CHAMPIONSHIPS****8.13.1 ENTRY FEES**

As of July 1st 2023, entry fees for any Club Championship shall be \$10 per player per event.

**8.13.2 CLUB CHAMPIONSHIP PRIZE MONEY**

As of July 1st 2023, Championship Prize Money shall be scaled, based on the number of player entries in singles events, and team entries in team events.

SINGLES - PRIZE MONEY PER PLAYER						
Tier	1		2		3	
Entries	2 - 8		9 - 16		17 & Over	
Winner - Runner Up	W	R/U	W	R/U	W	R/U
Major Singles	\$200.00	\$100.00	\$400.00	\$200.00	\$600.00	\$300.00
Minor Singles	\$100.00	\$50.00	\$200.00	\$100.00	\$300.00	\$150.00
Senior Singles	\$100.00	\$50.00	\$200.00	\$100.00	\$300.00	\$150.00
Consistency Singles	\$100.00	\$50.00	\$200.00	\$100.00	\$300.00	\$150.00

PAIRS - PRIZE MONEY PER PLAYER						
Tier	1		2		3	
Entries - Teams	2 - 8		9 - 16		17 & Over	
Winner - Runner Up	W	R/U	W	R/U	W	R/U
Major Pairs	\$100.00	\$50.00	\$200.00	\$100.00	\$300.00	\$150.00
Minor Pairs	\$50.00	\$25.00	\$100.00	\$50.00	\$150.00	\$75.00
Major Minor Pairs	\$50.00	\$25.00	\$100.00	\$50.00	\$150.00	\$75.00
Senior Pairs	\$50.00	\$25.00	\$100.00	\$50.00	\$150.00	\$75.00
Mixed Pairs	\$50.00	\$25.00	\$100.00	\$50.00	\$150.00	\$75.00
Club Selected Pairs	\$50.00	\$25.00	\$100.00	\$50.00	\$150.00	\$75.00

TRIPLES - PRIZE MONEY PER PLAYER						
Tier	1		2		3	
Entries - Teams	2 - 8		9 - 16		17 & Over	
Winner - Runner Up	W	R/U	W	R/U	W	R/U
Club Triples	\$50.00	\$25.00	\$100.00	\$50.00	\$200.00	\$100.00
Club Selected Triples	\$50.00	\$25.00	\$100.00	\$50.00	\$150.00	\$75.00

FOURS - PRIZE MONEY PER PLAYER						
Tier	1		2		3	
Entries - Teams	2 - 8		9 - 16		17 & Over	
Winner - Runner Up	W	R/U	W	R/U	W	R/U
Club Fours	\$50.00	\$25.00	\$100.00	\$50.00	\$200.00	\$100.00
Mixed Fours	\$50.00	\$25.00	\$100.00	\$50.00	\$150.00	\$75.00
Club Selected Fours	\$50.00	\$25.00	\$100.00	\$50.00	\$150.00	\$75.00

All Prize Money will be paid during the end of season presentation.



**8.14 BOWLS COMMITTEE HONORARIUMS**

Honorariums for Match & Selectors Committees shall be at the discretion of the Board of Directors.

**WINDANG BOWLS CLUB HONORARIUMS 2023-2024**

<b>WINDANG BOWLS CLUB HONORARIUMS 2023-2024</b>			
<b>NO</b>	<b>OFFICE</b>	<b>PER YEAR</b>	<b>COMMENTS</b>
<b>1</b>	MEN'S BOWLS ORGANISER	\$500.00	Plus Controlling Body payment (Membership Points)
<b>2</b>	WOMEN'S BOWLS ORGANISER	\$500.00	
<b>3</b>	MATCH 1	\$250.00	
<b>4</b>	MATCH 2	\$250.00	
<b>5</b>	MATCH 3	\$250.00	
<b>6</b>	MATCH 4	\$250.00	
<b>7</b>	SELECTOR 1	\$100.00	Plus Pennant Incentive \$\$
<b>8</b>	SELECTOR 2	\$100.00	
<b>9</b>	SELECTOR 3	\$100.00	
<b>10</b>	SELECTOR 4	\$100.00	
<b>11</b>	CLUB UMPIRES		Umpires Payment (Points)
<b>12</b>	CLUB COACHES		Coaches Payment (Points)
	<b>TOTAL</b>	<b>\$2,400.00</b>	

**8.14.1 BOWLS ORGANISER**

\$500 (Payable at Presentation) per year plus Controlling Body fees where applicable.

**8.14.2 MATCH COMMITTEE**

\$250 (Payable at Presentation) per year plus Controlling Body fees where applicable.

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### **8.14.3 UMPIRES AND CONTROLLING BODY**

Umpires and Controlling Body receive a payment of \$20 for a half-day session (AM or PM). If an umpire is required to officiate at an AM and PM session on the same day, the payment will be \$50 a day and lunch will be provided. Payment shall be via the points system on their membership card.

This payment applies to Club Tournaments, Club Championships, District and Zone Championships or State and National Championships held at Windang only.

The Bowls Manager, Bowls Organiser, Match Committee, or an Umpire may be a Controlling Body.

Only one Controlling Body is required for most events. Where 3 greens are in use, two Controlling Bodies are permitted.

Where District, Zone or State supply a Controlling Body, A Windang representative assisting shall be classed as a Controlling Body.

### **8.14.4 SELECTION COMMITTEE**

\$100 Per year plus equivalent Pennant Incentive per grade (Payable at Presentation).

### **8.14.5 CLUB COACHES**

Where an accredited, and approved coach, coaches a new member and the member signs up as a full bowling member at Windang, the Coach shall receive \$50 in points on their membership card.

The Coach must carry out a minimum of 3 coaching sessions and provide the members coaching plan, endorsed by the Bowls Manager before payment will be processed.

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**8.15 SOCIAL BOWLS****8.15.1 SOCIAL BOWLS GREEN FEES**

Green Fees for Social Bowls or other organised events are determined by the Board of Directors and shall be paid by all participants on the day.

This includes:

- a. Board of Directors
- b. Full Bowling Members
- c. Junior Bowling Members
- d. Life Members
- e. Committee Members
- f. Bowling Visitors

**8.15.2 SOCIAL BOWLS PRIZE MONEY**

Social Bowls Prize Money shall be set by the Board of Directors and may be reviewed, altered or amended at any time. Social Bowls Prize Money shall be scaled, based on the number greens utilised as per the scale below.

<b>SOCIAL BOWLS PRIZE MONEY - PER PLAYER</b>		
<b>PRIZE</b>	<b>1 GREEN</b>	<b>2 OR MORE GREENS</b>
<b>WINNER</b>	\$30	\$50
<b>RUNNER UP</b>	\$20	\$30
<b>THIRD</b>	NIL	\$10
<b>OUT OF THE HAT</b>	\$10	\$10

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## **9. CONDITIONS OF PLAY - CLUB EVENTS**

These conditions of play apply to any Social Bowls and Club Championship Event held at Windang Bowling Club.

### **9.1 CLUB EVENTS**

- a. Minor Singles & Pairs Events.
- b. Major Minor Pairs.
- c. Senior Singles & Pairs.
- d. Mixed Pairs & Fours.
- e. Consistency Singles.
- f. Club Selected Events.
- g. Any Social Bowls.

These Conditions of Play do not apply to the Association Events listed below. Association Events are governed by the Bowls NSW Conditions of Play. Refer to BOWLS NSW [General Conditions of Play](#).

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### **9.2 ASSOCIATION EVENTS**

- a. State Pennants
  - b. Club Major Singles, Pairs, Triples & Fours
  - c. State Championships
  - d. State Senior Championships
  - e. State Junior Championships
  - f. Reserve Championships
  - g. Inter-Zone Sides Championships
  - h. Senior Inter-Zone Sides Championship
  - i. Junior Inter-Zone Sides Championship
  - j. Champion of Club Champions Singles & Pairs
  - k. State Mixed Pairs
  - l. Rookies Singles and Pairs
  - m. Australian Indoor Singles Championship (NSW Qualifying)
  - n. State Over 40s Pairs
  - o. State Carnival
  - p. Such other events as may be declared as Championship Events by Bowls NSW.
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### **9.3 SOCIAL BOWLS**

Social Bowls Days shall normally be run as described below. The Controlling Body may change any aspect of Social Bowls as required. The controlling body on the day reserves the right to alter any of these conditions when play is affected by inclement weather.

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#### **9.3.1 WEDNESDAY**

Entry – Open Nominated teams.  
Attire – mufti – *refer to Attire Policy*.  
Format – triples.  
Number of bowls – 3.  
Number of ends – 18.  
Green fees & Prize Money as determined by the Board of Directors.  
Prizes awarded – Out of the Hat.  
Dead ends – No dead ends – jack re - spotted on tee (2 m mark).

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#### **9.3.2 THURSDAY**

Entry – Single Name Entry.  
Attire – mufti – *refer to Attire Policy*.  
Format – triples or pairs.  
Green fees & Prize Money as determined by the Board of Directors.  
Prizes awarded – Out of the Hat.  
Dead ends – No dead ends – jack re - spotted on tee (2 m mark).

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#### **10.3.2 FRIDAY**

Entry – Open Nominated teams.  
Attire – mufti – *refer to Attire Policy*.  
Format – pairs.  
Number of bowls – 4.  
Number of ends – 18.  
Green fees & Prize Money as determined by the Board of Directors.  
Prizes awarded – Out of the Hat - Hi Margins on last Friday of the month.  
Dead ends – No dead ends – jack re - spotted on tee (2 m mark).

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### **9.3.3 SATURDAY – NOMINATED**

Entry – Open Nominated Teams

Attire – Any club uniform – *refer to Attire Policy.*

Format – triples.

Number of bowls – 3.

Number of ends – 20.

Green fees & Prize Money as determined by the Board of Directors.

Prizes awarded – random draw (Hi Margin, Random Margin, OOTH).

“Out of the Hat” on Club Selected days (last Saturday of the month).

Dead ends – No dead ends – jack re - spotted on tee (2 m mark).

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### **9.3.4 SATURDAY – CLUB SELECTED**

Entry – Single Name Entries

Attire – Any club uniform – *refer to Attire Policy.*

Format – triples.

Number of bowls – 3.

Number of ends – as determined by the Match Committee.

Green fees & Prize Money as determined by the Board of Directors.

Prizes awarded – random draw (Hi Margin, Random Margin, OOTH).

“Out of the Hat” on Club Selected days (last Saturday of the month).

Dead ends – No dead ends – jack re - spotted on tee (2 m mark).

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### **9.3.5 CHANGES TO PLAYING FORMATS FOR SOCIAL BOWLS.**

Players may request a change to the format on their rink if they:

- a. Have physical or medical conditions that limit their ability. E.G. 4 bowl pairs to 3 bowl pairs.
- b. Are playing in a Zone or State Event that requires practice.

The Match Committee and/or Controlling Body reserve the right, at their discretion to alter the format as required.

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### **9.3.6 GREEN FEES**

Green Fees for Social Bowls or other organised events are determined by the Board of Directors and shall be paid by all participants on the day.

This includes:

- g. Board of Directors
- h. Full Bowling Members
- i. Junior Bowling Members
- j. Life Members
- k. Committee Members
- l. Bowling Visitors

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### **9.4 CLUB CHAMPIONSHIPS AND COMPETITIONS**

The Board of Directors shall approve the Yearly Bowls Program, all Club Championships, Competitions, Tournaments and Special Bowls Days.

Championships shall be played in accordance with:

- a. [The Laws of the Sport of Bowls.](#)
- b. [Bowls NSW General Conditions of Play.](#)
- c. [Windang Bowls Club Conditions of Play for Club Events.](#)

The Club shall conduct Championships annually. Notification of all Club Championships, District and Zone Championships are by way of the notice board and Bowls Website where applicable.

To enter and play in a Windang Bowling Club Championship Event, a player shall:

- a. Be a Bowls NSW registered Member of Windang Bowls Club.
- b. Be Cleared to play at Windang Bowls Club.

Situations may arise with regard to newly transferred members and junior members entering Windang Bowling Club Minor Championships. It is up to the discretion of the Match Committee whether they allow any player

to enter and play in these Club Events. The Match Committee's decision is final.

## **9.5 EVENTS**

Events under the control of Windang Bowls Club may be classed as:

- a. OPEN GENDER.
- b. SINGLE GENDER (MEN'S).
- c. SINGLE GENDER (WOMEN'S).

An Open Gender Club Championship is open to any eligible member of Windang Bowls Club.

A Single Gender Men's Club Championship is open to any eligible male member of Windang Bowls Club.

A Single Gender Women's Club Championship is open to any eligible female member of Windang Bowls Club.

The Match Committees reserve the right to determine the classification of any event controlled by Windang Bowls Club. All decisions made by the Match Committee are subject to Board approval.

For certain Competitions, Tournaments, Special Days and Social Bowls, eligible members may be a member from another affiliated Bowling Club.

Below is a list of typical Club Championship Events, governed by these Conditions of Play:

- a. Minor Singles.
- b. Minor Pairs.
- c. Minor Triples.
- d. Minor Fours.
- e. Senior Singles.
- f. Senior Pairs.
- g. Major Minor Pairs.
- h. Mixed Pairs.
- i. Mixed Fours.
- j. Consistency Singles.
- k. Club Selected Pairs



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- l. Club Selected Triples.
  - m. Club Selected Fours.

It is at the discretion of the Match Committee, whether these events are scheduled into the yearly program. A change in format may be required based on the number of entries and time available.

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## **9.6 MAJORS**

A player shall be classified as a Major if they fulfil the following requirements.

- a. The player has won a MAJOR SINGLES or MAJOR PAIRS at any bowling club within any State or Territory of the Commonwealth of Australia or in any other country.
  - b. The player has won a ZONE OR STATE OPEN SINGLES OR OPEN PAIRS.
  - c. Is in the opinion of the Match Committee, eligible to participate in MAJOR CHAMPIONSHIPS.
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## **9.7 MINORS**

Upon request, The Match Committee may review and change the Major Minor Status of any player. Any decision by the match Committee shall be final and not subject to appeal.

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### **9.7.1 MINOR SINGLES**

Format - 25 up.

A player is eligible to participate in a MINOR SINGLES Championship if they fulfil the following requirements:

- a. Has not won a MAJOR SINGLES or MAJOR PAIRS at any bowling club within any State or Territory of the Commonwealth of Australia or in any other country.
- b. Has not won a ZONE OR STATE SINGLES Championship.
- c. Has not won a MINOR SINGLES championship at Windang Bowling Club. *This does not include Windang Women's Bowling Club or District Minor Singles.*
- d. Is in the opinion of the Match Committee, eligible to participate in the MINOR SINGLES championship.

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### **9.7.2 MINOR PAIRS**

Format - 4 bowls x 21 ends.

A player is eligible to participate in a MINOR PAIRS Championship if they fulfil the following requirements:

- a. Has not won a MAJOR SINGLES or MAJOR PAIRS at any bowling club within any State or Territory of the Commonwealth of Australia or in any other country.
  - b. Has not won a ZONE OR STATE PAIRS Championship.
  - c. Has not won a MINOR PAIRS championship at Windang Bowling Club.
  - d. Is in the opinion of the Match Committee, eligible to participate in the MINOR PAIRS championship.
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### **9.7.3 MINOR TRIPLES**

2 bowls x 25 ends.

A player is eligible to participate in a MINOR TRIPLES Championship if they fulfil the following requirements:

- a. Has not won a MAJOR SINGLES or MAJOR PAIRS at any bowling club within any State or Territory of the Commonwealth of Australia or in any other country.
- b. Has not won a ZONE OR STATE TRIPLES Championship.
- c. Has not won a MINOR TRIPLES Championship at Windang Bowling Club.
- d. Has not won a CLUB (MAJOR) TRIPLES Championship at Windang Bowling Club.
- e. Is in the opinion of the Match Committee, eligible to participate in the MINOR TRIPLES championship.

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### **9.7.4 MINOR FOURS**

2 bowls x 21 ends.

A player is eligible to participate in a MINOR FOURS Championship if they fulfil the following requirements:

- a. Has not won a MAJOR SINGLES or MAJOR PAIRS at any bowling club within any State or Territory of the Commonwealth of Australia or in any other country.
- b. Has not won a ZONE OR STATE FOURS Championship.
- c. Has not won a MINOR FOURS Championship at Windang Bowling Club.
- d. Has not won a CLUB (MAJOR) FOURS Championship at Windang Bowling Club.
- e. Is in the opinion of the Match Committee, eligible to participate in a MINOR FOURS championship.

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### **9.7.5 MAJOR MINOR PAIRS**

Format - 4 bowls x 21 ends.

- a. A winning MINOR playing in this event is eligible to play in this event the following year, BUT MUST COMPETE AS A MAJOR.
- b. The winning MINOR player is eligible to play in MINOR SINGLES and MINOR PAIRS the following year.
- c. To balance the number of majors and minors for the championship, the Match Committee reserves the right to change the status of players as required.
- d. Only 1 substitute per team is permitted.
- e. A major player may be substituted by an eligible major or minor player.
- f. A minor player may only be substituted by an eligible minor player.
- g. An eligible substitute may play in **any** position.

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## **9.8 SENIOR EVENTS**

### **9.8.1 SENIOR SINGLES**

Format - 25 up.

### **9.8.2 SENIOR PAIRS**

Format - 3 bowls x 21 ends.

A player is eligible to participate in a Senior Singles or Pairs Championship if they have reached the age of 65 on or before the first round played.

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**9.10 MIXED EVENTS**

**9.10.1 MIXED PAIRS**

- a. Pairs teams consist of 1 x female and 1 x male player.
- b. Players may play in any position.
- c. Format - 4 bowls x 21 ends.
- d. Dead Ends replayed.

**9.10.2 MIXED FOURS**

- a. Fours teams consist of 2 x female and 2 x male players.
- b. Players may play in any position.
- c. Format - 2 bowls x 21 ends.
- d. Dead Ends replayed.

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**9.11 SUBSTITUTIONS - MAJOR MINOR PAIRS, SENIOR PAIRS, MIXED EVENTS.**

**9.11.1 MAJOR MINOR PAIRS**

- a. Only 1 substitute per team is permitted.
- b. A major player may be substituted by an eligible major or minor player.
- c. A minor player may only be substituted by an eligible minor player.
- d. An eligible substitute may play in any position.

**9.11.2 SENIOR PAIRS**

- a. Only 1 substitute per team is permitted.
- b. A player is eligible to substitute in the Senior Pairs Championship if they have reached the age of 65 on or before the first round played.

**9.11.3 MIXED PAIRS**

- a. Only 1 substitute per team is permitted per round.
- b. A male player may only be substituted by an eligible male player.
- c. A female player may only be substituted by an eligible female player.
- d. An eligible substitute may play in any position.

**9.11.4 MIXED FOURS**

- a. 1 male and 1 female substitute is permitted per round.
  - b. A male player may only be substituted by an eligible male player.
  - c. A female player may only be substituted by an eligible female player.
  - d. An eligible substitute may play in any position.
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## **9.12 WOMEN'S BOWLING CLUB STANDING ORDERS**

### **9.12.1 ORDER OF PRECEDENCE**

The Order of Precedence for Events are:

1. All Championships
2. Special Days
3. Competitions
4. Social Bowls

The Club shall conduct Championships annually, commencing the first Tuesday after recess – Major Singles, Fours, Pairs, Triples Championships. All competitions, including Consistency Singles, Minor Singles will be conducted if a minimum of four (4) entries are received and if time permits.

If involved in I.D.W.B.A. or BOWLS NSW fixtures, the player shall not be listed to play in any Club Championship or Competition. Eliminated players are to be given reasonable time, i.e. One day prior and one day after for safe travel. This does not include District V District matches.

### **9.12.2 ENTRY FEES**

Players are responsible for any State (including BowlsLink), Zone, or District entry fees. Fees are to be paid to the Match Committee before entries are submitted.

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### **9.12.3 PLAY OR FORFEIT DAYS**

- a. All Championships & Consistency games shall be played on the specified Tuesday or the Saturday before to allow for juniors/workers. All games are to commence no later than 1pm.
- b. Mutual agreement games may be played under special circumstances on the Thursday before if the Match Committee agrees.

### **TUESDAY BEING THE PLAY OR FORFEIT DAY**

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- c. Any games rescheduled for Saturday are subject to approval by the Bowls Organiser. Approval shall be based on rink availability, and the impact on any concurrent events of higher precedence.
  - d. If play is abandoned due to inclement weather, games shall be rescheduled by the Match Committee.
  - e. Once the game is agreed upon the "Play or Forfeit" rule applies.
  - f. The Match Committee must be notified five (5) days before commencement date.
  - g. If play is called off for the day, no further competition or social play is allowed that day.
  - h. If in the opinion of the Match Committee the occasion demands, they shall change the green for play and alter the day or time set down to play any match.
  - i. On special days, in the event of more teams being submitted than required or visiting teams arriving without notification, last on the list of Windang Ladies will be omitted if no other solution is possible. Visitations & Special Days all players are included in the prizes.
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#### **9.12.4 GENERAL CONDITIONS**

- a. When forfeiting a match in Club Championships or Competitions, Players must notify the Chairperson of Match and opposition. Should a player, team or side fail to appear 30 minutes after the specified start time, the match shall be awarded to the opponents.
- b. When forfeiting a match in District Games, players must notify:-
  - a. Chairperson of the District Match Committee.
  - b. Controlling Body of the club where the match convened.
  - c. The opponent(s).



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- c. When forfeiting a match at State level, players must notify the controlling body, refer (Conditions of Play for Association Events and State Championships).
  - d. Failure to comply with all conditions of play shall render players liable to a penalty and/or fine for Club, District and State Games.
  - e. All awards for Club Championships and Competitions shall be awarded on presentation day.
  - f. Championships and Competitions will be played in accordance with the [BOWLS NSW General Conditions for All Events](#).

Singles Championships & Minor Singles -25 Shots up  
Pairs Championships & Minor Pairs- 18 Ends  
Two Bowl Triples Championships - 21 Ends  
Fours Championships - 21 Ends  
Consistency Singles - 151 Points.

- g. Minor Singles - Entries restricted to players who have not won a Championship or Minor Singles Competition. Eligibility is at the close of entry.
  - h. Consistency Singles - This is played on the open draw system between two players only. The Jack is placed on a disc, if the Jack is moved it must be replaced. If a drawn game, an extra end or ends must be played.
  - i. All entrants in the Singles Championships, Minor Singles and Consistency Competition are required to mark a game for each event they have entered.
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### **9.12.5 CLUB SELECTED COMPETITIONS**

- a. Club Selected Competitions will close 2pm on the Thursday before the Tuesday of play, minimum number of teams four (4).
  - b. Equal number of players will be taken from the list. Those that remain on the list will be reserves.
  - c. At 2pm. an equal number will be classed as intended players and must report on the day of play or notify the Chairperson of Match who will arrange a reserve, to replace such player.
  - d. If no reserve available by the start of play there will be a bye, odd players will be unable to play. These will be the last names on the list.
  - e. Players report to Selectors by 9.00am, for 9.30 start. No roll up permitted.
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### **9.12.6 SOCIAL PLAYERS POINT SCORE**

Social players point score during Pennants one (1) point for attendance, three (3) points for a win and four (4) points for four or more shots per game.

### **9.12.7 SOCIAL BOWLS**

- a. Social Bowls – names must be in one (1) hour before play commences i.e. 8.45am. However if there is a swinging lead the first player to arrive late will be allowed to play to even the teams for the benefit of their game. Any other players who arrive late will be asked to stay until the cards are read in case someone does not turn up.
- b. Club members playing matches at home are required to pay Club fee for afternoon tea.
- c. All non players who wish to join the players for afternoon tea are also required to pay club fee and have their names in by 8.45am. All players must pay whether they stay for afternoon tea or not.
- d. If Play is abandoned for the day a minimum of 10 ends must be played to constitute a game.

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- e. The Selection Committee, or deputy, will be at the club at 8.15am on Thursdays, if inclement weather makes play uncertain. Members must not phone before this time on play days.
  - f. Winners will be decided by the President picking a card three (3) blue cards – Highest Margin, Lowest Margin & three (3) points for a win and one point for each end. This will be done after all cards are in.
  - g. When championships are played on social bowls day the prize money will be awarded by lucky rink number, this also includes Windang Pennant Players + loser prize money.
  - h. The last Thursday in each month – Skips will choose rinks and blue cards will be used.
  - i. At least three (3) Selectors to attend each week. If three (3) are not available, someone from the Match Committee shall make up the number.
  - j. Tuesday Social Bowls – Out of the Hat, alternating pairs and triples.
  - k. Green fees & Prize Money as determined by the Board of Directors.
  - l. At least one (1) Selector to attend each Tuesday.
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### **9.12.8 LEAVE OF ABSENCE**

The Management Committee may grant leave of absence of Members of all Committees.

The Committee member should endeavour to have their form requesting leave of absence in the hands of the Secretary two week (if possible) prior to leave.

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### **9.12.9 ROSTER**

- a. To be decided by the incoming Executives as soon as possible after the Annual General Meeting.
- b. A roster comprising:
  - Two (2) Committee Members
  - Four (4) Members selected by V.P. on the Annual roster system.
- c. Members arrange their own replacement if they are unable to attend.
- d. Members on roster to report by 7.30am.
- e. Players are expected to clear their own tables on play day, and also replace chairs.

### **9.12.10 EXPENSES**

Expenses are covered in the [Incentives and Other Payments Policy](#).

### **9.12.11 BADGES OF OFFICE & CHAMPIONSHIP/COMPETITION BADGES.**

- a. Presentations to Officers and all Committees, as approved, shall be at the Annual General Meeting.
- b. Badges must be returned to the Secretary on the Thursday before the Annual General Meeting. All folders and books held by Officers to be returned if not re-elected.
- c. Each Singles Badge shall be presented to the winner on the day of the final and held until Presentation Day when it will be replaced by a Permanent Badge.

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## **10. SELECTION POLICY**

### **10.1 BACKGROUND**

Team selection is a vital process in the development and smooth running of the club, with the aim being that selection decisions are vindicated in successful club performances on the greens.

Responsibility for the selection process falls to club members who devote a great deal of their time on a voluntary basis to the sport for the benefit of club members.

The selection process needs to be fair, informed and unbiased. Selection will be based on clear criteria that are communicated to all players prior to the season commencing.

Whilst the aim of the Selection Committee is to be objective in their appraisal of players, an element of subjectivity will always be present in the selection process. At times the subjective opinion of the Selection Committee may differ from that of an individual player. Player unavailability due to illness, holidays, etc, is one such element that requires selectors to manage changes in teams. Players may sometimes find themselves moved due to the need to balance teams around availability.

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### **10.2 PURPOSE**

To provide a transparent selection process, establish the basis of selection decisions and bowlers' rights in relation to such decisions.

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### **10.3 OBJECTIVE**

To ensure that competitive and compatible teams are selected to represent Windang Bowling Club in all pennant competitions.

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#### **10.4 PRINCIPLES**

The following guiding principles apply to this selection policy:

- a. All members / players are to be informed of the Selection Policy.
- b. The selection process will be transparent at all times, and all aspects of the selection policy will be impartial and consistent.
- c. Each player will be treated equally and without bias or discrimination.
- d. Players will be selected on ability and compatibility to play in the highest grade that they are capable of playing, within the guidelines of this policy.
- e. It is recognised that there is a level of subjectivity required by the Selection Committee and as such, the expectations of both the club and individuals will not always be achievable.
- f. Management of expectation is a critical element of the selection process and it is the responsibility of the Selectors to communicate to players the reasons for decisions and to provide players with constructive feedback if and when requested.

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#### **10.5 SELECTION COMMITTEE**

The Selection Committee shall comprise a chairperson and the number of selectors as determined by the Board of Directors. Selectors may be elected or appointed as required.

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#### **10.6 ROLE OF SELECTORS**

Selectors are responsible for all selection decisions. These decisions must be based on the club's goals and the selection criteria in an impartial and non-discriminatory manner.

Selectors must communicate with players who have been promoted or relegated and provide honest and open feedback. (If possible, this is to be done prior to teams being announced).

## **10.7 CLUB BOWLING GOALS / PENNANT SELECTION GOALS**

The goals of the club are to strive to:

- a. Field the best possible teams, selected from our diverse membership of competitive and social bowlers.
- b. Provide opportunities for club members to participate in pennant competition at a level that is applicable to their ability and development,
- c. Assist members to improve their bowling development,
- d. Achieve excellence in lawn bowls and,
- e. Be the most successful club in the Illawarra.

The selection committee is to assist the club to achieve these goals when selecting their teams.

## **10.8 SELECTION CRITERIA**

As a general guideline, the best players will be selected on ability for each team, with the following factors taken into account when selecting teams:

### **10.8.1 FINANCIAL**

To be eligible for selection, players must be full financial members of the Windang Bowling Club.

### **10.8.2 PERFORMANCE**

Ability, competitiveness and current form in all aspects of play will be taken into account.

### **10.8.3 FEEDBACK**

Based on observation by selectors, information gathered from skippers and other experienced bowlers in the team, and analysis of information gathered from Team and Side Performance Data (available on our bowls website).

#### **10.8.4 TEAM BALANCE AND COMPATIBILITY**

Player interaction with other team members is an important factor in selection, however it needs to be recognised that teams and sides need to be balanced to provide the best possible chance of success for the club. Selectors are trying to choose compatible players for a team event, to find the best possible combination to provide the best possible outcome. (This could mean that some selection changes may appear at the individual level, to be unwarranted.)

Players' individual preference for who they may wish to play or not play with, or a particular position they may wish to play in, will not necessarily be a factor in selection.

#### **10.8.5 EXPERIENCE**

Experience in playing in a particular position or role may be a factor for a particular selection decision.

#### **10.8.6 AVAILABILITY**

The ideal situation would be for all players to be available for every pennant game, however in reality, players will be unavailable due to illness, holidays, and other commitments. If a player is unavailable to play, they will not automatically be selected back in the position that they were playing in previously. Selectors will make their decision based on the needs of the team and the form of the player who came into the team. Players are requested to list any unavailability dates on the club noticeboard as early as possible.

#### **10.8.7 COMMITMENT / PRACTICE ATTENDANCE**

Players are encouraged to show commitment towards the goals of Windang Bowling Club's pennant success (see above), including a commitment to regular training and practice sessions. At least one practice session per week is advised.



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### **10.8.8 ATTITUDE**

This includes players' attitudes towards the club, fellow players and members of the club. This will focus on the effort at training and match days, attendance and their contribution to team spirit / performance. This also includes abiding by our club's Code of Conduct on and off the field, including exhibiting good sportsmanship.

### **10.8.9 FITNESS**

Players should maintain an appropriate level of fitness to the level of bowls that they are playing. Players may be precluded from selection if there is a concern about their fitness or their ability to compete safely, or if their participation poses a risk to others.

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## **10.9 SELECTION PROCESS**

Selection committees will meet at an agreed time, at least weekly during the pennant season, and as often as is necessary prior to the season commencing.

Players will be informed of the dates, location and criteria for team selection. (ie. this policy will be available to all members and will be addressed at a number of times during the season).

As a general rule, team selections will be completed no later than Wednesdays by 7.00pm.

Teams will be posted on the club noticeboard and on our bowls information website, following selection.

Members who wish to discuss their own selection with the selectors, must contact the Chairperson and make an appointment to raise this personally with the full selection panel. Appointment times: To be confirmed by the relevant selection committees. (See Appendix page.)

Both players and selectors are required to respect this policy.

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Players are not to raise selection issues with individual selectors or at times other than the times above.

Any player who does not follow this directive will be reported to the Board and the Player Infringement process will be enacted. (See below.)

Selectors will also refrain from instigating informal discussions with players regarding their selection, unless there has been a Selection Committee direction to do so.

If a player believes he/she has not been treated in accordance with the selection policy and their concerns have not been resolved by a discussion with the Selection Committee, a formal appeal in writing may be made to the Board.

The only grounds of appeal against a selection decision will be where an aggrieved player can provide evidence that the decision of the selectors is not in accordance with the stated selection criteria, or the selection is based on information that is factually incorrect, or the selection was influenced by bias and the decision is grossly unfair or unreasonable.

Selection criteria will be reiterated during the season so that players are clear about how teams competing in the finals will be chosen.

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## **10.10 PERFORMANCE DATA**

Selectors will gather appropriate data to aid selection through the following sources:

### **10.10.1 OBSERVATION**

Selectors are able to observe player performance:

- a. In Pennant games - selectors have the opportunity of playing with and observing the performance of bowlers in the grade they themselves are selected to play in.
- b. During practice and coaching sessions at the club.

- c. Whilst players are always encouraged to improve their bowling by participating in club or zone events, it must be noted that selection for Windang Bowling Club pennant teams will be based upon performance in that particular pennant competition.

#### **10.10.2 CONSULTATION**

Members of the selection panels are encouraged to consult with:

- a. The skippers of that grade and / or
- b. Random experienced players in each / any of those teams.

#### **10.10.3 POST-GAME TEAM MEETINGS**

To enhance the quality of the feedback to selectors from teams, skips are encouraged to hold a brief after-game team meeting to:

- a. Share their thoughts about their own performance.
- b. What could be done to improve?
- c. How well did they work as a team?
- d. Did they have fun?

#### **10.11 PLAYERS' ROLE**

Players are encouraged to:

- a. Make yourself familiar with the selection criteria and clarify any concerns with the club prior to commencement of the pennant season.
- b. Strive to improve your bowling performance.
- c. Talk with your skipper, team-mates and team manager about your game performance and seek feedback about how to improve.
- d. Participate in team and individual practice and/or make an appointment with the club coach(s) to address any bowling concerns.
- e. Set yourself improvement goals and work towards them.

- 
- f. Attend structured coaching sessions (organised by the club coach as required).
  - g. Discuss your team's efforts with each other with the objective of continuous improvement and to enable feedback to selectors.
  - h. Regularly attend practice sessions. Club practice sessions will be scheduled on Friday afternoon / evening, however the greens are open for individual or group practice throughout the week. (Unless greens are closed by the GreenKeepers).
  - i. Participate in competition, club and team events whenever possible.

### **10.12 INFRINGEMENT PROCESS**

- 10.12.1 As per the club's Code of Conduct, any player who chooses not to follow the guidelines as set out in this policy will have the following infringement process enacted upon them.
  - 10.12.2 First offence: The player will be given a verbal warning from the Bowls Manager
  - 10.12.3 Second Offence: The player will be given an official warning in writing from the Bowls Manager after consultation with the Board.
  - 10.12.4 Third Offence: The player will be suspended for the remainder of the Pennant Season by the Bowls Manager after consultation with the Board.
  - 10.12.5 The level of infringement will be decided by the Bowls Manager after consultation with the Board, which may escalate the infringement to a suspension from the club, or suspension from subsequent pennant seasons.
  - 10.12.6 For example:
    - a. Not following the Selection Policy may result in a first offence.
    - b. Verbal abuse of a selector may result in a second offence.
    - c. Physically assaulting another player or member may result in a third offence, suspension, criminal charges and disciplinary action from Bowls NSW.
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**10.13 SELECTION POLICY APPENDIX**

**10.13.1 SELECTION COMMITTEE**

The Selection Committee shall be elected by the members.

**10.13.2 SELECTION TIMES**

As determined by the current Selection Committee.

Teams shall be posted on the pennant notice board and bowls website.

**10.13.3 MEMBER APPOINTMENTS**

Members who wish to discuss their own selection with the selectors, must contact the Chairman and make an appointment to raise this personally with the full selection panel.

Members who cannot make the normal appointment time may request an appointment date/time that is agreeable to the player and selection committee.

**10.13.4 APPOINTMENT TIMES**

As determined by the selection committee.

**10.13.5 APPOINTMENT VENUE**

To encourage openness and transparency, the scheduled appointments shall be held at the club. The venue for appointments arranged outside of these times shall be at a place that is agreeable to the player and selection committee.

**10.13.6 STRUCTURED PENNANT TRAINING**

As determined by the Bowls Coordinator, Club Coach & Selection Committee.

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## **11. BOWLS ATTIRE POLICY**

**THE FOLLOWING DRESS REGULATIONS ARE THE MINIMUM REQUIREMENT WHEN BOWLING ON GREENS AT WINDANG BOWLING CLUB AND APPLIES TO ALL BOWLERS USING THE GREENS.**

In the interest of sun safety, Windang Bowling Club strongly recommends the wearing of suitable protective clothing appropriate for the local climate.

### **11.1 DEFINITIONS**

#### **11.1.1 MINIMUM**

Minimum Club Dress Regulations apply.

#### **11.1.2 NEAT AND TIDY**

Clean, neat and tidy clothing.  
No Singlets.  
No Work Wear.

#### **11.1.3 MUFTI**

Clean, neat and tidy clothing.  
Collared polo t-shirt, BA logo optional.  
Socks with approved bowls shoes.  
BA approved thongs/sandals.  
No work-wear.

#### **11.1.4 ANY CLUB UNIFORM**

Polo shirts must have a BA logo.  
Bowls shorts or trousers.  
Socks with shoes.  
BA approved thongs/sandals.

## 11.1.5 CLUB UNIFORM

### UPPER BODY

- Shirt - Windang Bowls Club Shirt (Royal Blue, Sky Blue and White).
- Jacket – Windang Bowls Club Jacket or Hoodie (Royal Blue, Sky Blue and White).
- Jumpers, Hoodies & Vests - Royal Blue or White preferred (BA approved).
- Wet Weather Gear - Royal Blue or White preferred.

### LOWER BODY (BA Logo optional)

- Royal Blue Bowls Trousers.
- Royal Blue Bowls Shorts.
- Royal Blue Bowls Skirts.
- Royal Blue Bowls Skorts.
- Royal Blue Bowls Tights.
- Footwear – Approved Bowls Shoes or thongs/sandals.
- Socks with shoes.

### HEADWEAR

- Cap – Windang Bowls Club Cap preferred.
- Hats – Royal Blue or White wide brimmed hat, slouch hat, bucket hat or beanie, or any suitable headwear as required.

## WINDANG BOWLING CLUB UNIFORM



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## **11.2 SOCIAL BOWLS EVENTS**

### **11.2.1 BAREFOOT BOWLS**

Attire - Minimum.  
Footwear - Bowling Greens - barefoot or thongs, flat soled shoes only.  
Headwear - Any.

### **11.2.2 ROLL UPS**

Attire - Neat and tidy.  
Footwear - Flat soled shoes or bowls shoes.  
Headwear - Any.

### **11.2.3 SOCIAL BOWLS – WEEK DAYS**

Attire - Mufti.  
Footwear - Approved bowls shoes.  
Headwear - Any.

### **11.2.4 SOCIAL BOWLS – SAT PM**

Attire - Any club uniform, bowls associated shirts, Windang Club Championship shirts or shirts approved by the Match Committee.  
Footwear - Approved bowls shoes.  
Headwear - Any club cap, wide brim hat, bucket hat or beanie, or any suitable headwear as required.

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### **11.3 CHAMPIONSHIPS**

#### **11.3.1 CLUB CHAMPIONSHIPS - WINDANG EVENTS**

Any Club Windang Uniform or Creams. This includes markers.

Shirt must have a BA approved logo.

Applies to the following events:

Minor Singles, Pairs, Triples & Fours.

Major Minor Pairs.

Senior Singles & Pairs.

Mixed Pairs & Fours.

#### **11.3.2 CLUB CHAMPIONSHIPS - ASSOCIATION EVENTS**

All players must wear their current pennant club uniform.

In open gender or mixed events, players should be dressed the same, however with mixed gender teams, players of the respective gender should be dressed the same.

Markers may wear any Windang club uniform or creams.

#### **11.3.3 PENNANTS**

Pennant Players and Managers must wear the current club pennant uniform.

#### **11.3.4 ZONE AND STATE CHAMPIONSHIPS**

Players must wear the current club pennant uniform.

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#### **11.4 EXEMPTIONS**

Players should be dressed the same when representing the Club or when playing in association events. However, situations may arise when a bowler is dressed in attire that falls outside these guidelines.

These include but may not be limited to the following:

- (a) New Bowler starting out,
- (b) Insufficient Club Clothing supplies
- (c) A Visitor wishing to play bowls.
- (d) Bowler filling in on short notice.
- (e) Themed bowls games,
- (f) Personal or medical reasons.

The bowls coordinator and/or match committee reserves the right to approve attire in this case as long as the attire meets Windang Bowling Club minimum dress requirements.

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## **12. SMOKE FREE GREENS POLICY**

### **12.1 PHILOSOPHY**

Windang Bowling Club recognises that exposure of non-smokers to environmental tobacco and e-cigarette smoke is irritating and hazardous to health and that non-smokers should be protected.

Legislation and the legal duty of care also provide clear reasons to have a smoke-free organisation. Under common law Windang Bowling Club has a legal duty to ensure that employees, visitors and members are not exposed to potentially harmful situations.

Occupational health and safety legislation requires employers to keep workplaces they are in charge of safe and without risk to the health of any person. Windang Bowling Club also recognises that outdoor smoke-free areas help to reduce cigarette-butt litter and provide a substantial cost saving through reduced clean-up costs and reduced fire risk.

Accordingly, the following Policy has been developed by Windang Bowling Club to enable players, coaches, team managers and all other officials and spectators to participate in the game of bowls in a smoke-free, healthy and safe environment.

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### **12.2 INTERPRETATION**

Unless the context otherwise requires, the terms “controlling body”, “the green”, “the bank” and “the end” shall have the same meaning as in the *Laws of the Sport of Bowls in Australia*.

“Smoking” shall mean smoking tobacco or other harmful substances, e-cigarettes and/or “vaping”.

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### **12.3 APPLICATION**

This Policy is binding on all Members and has the same effect as a provision of the Windang Bowling Club Constitution. This Policy also applies to all employees and visitors to Windang Bowling Club.

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### **12.4 SMOKE - FREE AREAS**

The following areas shall be smoke-free at all times:

- a. The green;
- b. The bank;
- c. All indoor areas;
- d. All covered and enclosed outdoor areas;
- e. All outdoor dining areas;
- f. All al-fresco dining areas; and
- g. Within four (4) metres of any building entrance.

For the avoidance of doubt, clause 4.1 shall apply to any player, umpire, measurer, law umpire, Member, visitor, spectator or any other person, whether or not acting in an official capacity.

In addition to the requirements under clause 4, all outdoor areas shall be smoke-free for the duration of any event held exclusively for children under the age of 18.

For the avoidance of doubt, subject to clause (3), smoking at any organised bowls event at Windang Bowling Club shall only be permitted in designated outdoor smoking areas.

Events covered under this policy are:

- a. Social Bowls;
  - b. Visitations by other Clubs;
  - c. Tournaments and Carnivals;
  - d. Championship events (Club, Zone, State, National).
  - e. "Roll Ups" and Barefoot Bowls are not covered under this policy. During these events, smoking is permitted in the "normal" designated smoking areas.
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## **12.5 PENALTIES**

The following penalties shall apply to any player found to be in breach of clause 4 of this Policy.

### **12.5.1 FIRST OFFENCE**

The Controlling Body shall advise the person of the Policy and the requirement to adhere to its contents.

### **12.5.2 SUBSEQUENT OFFENCE(S)**

On the second occasion, the person will be given an official warning by the Controlling Body. The skip of the team and manager/Coach in a sides game shall also be advised of the warning.

### **12.5.3 REPEATED OR FLAGRANT BREACHES**

In respect of the person or the person's team, failure to comply with the Policy may result in the following:

### **12.5.4 SOCIAL BOWLS, VISITATIONS, TOURNAMENTS AND CARNIVALS.**

Suspension from participating in any equivalent bowls event for a period as determined by the Match Committee.

### **12.5.5 CLUB CHAMPIONSHIPS.**

After consultation with the Controlling Body, The Umpire shall declare the end completed and award the opponents the number of shots as the number of bowls used in that game.

On the next occasion, and after consultation with the Controlling Body, The Umpire shall award the game to the opponent.

### **12.5.6 ZONE, STATE AND NATIONAL CHAMPIONSHIPS.**

If an incident or incidents occur at zone or state level or by people operating at zone or state level, the complaint should be reported to and handled by the Controlling Body in accordance with this Policy.

An incident or incidents that occur at the national level, as well as repeated breaches of this Policy will be dealt with by BA as the national body.

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Penalties for any Member or other person found to be in breach of this Policy during Zone, State and National Championships shall be applied at the sole discretion of the Controlling Body, in accordance with the Laws of the Sport of Bowls in Australia.

If the offender is an independent party (not associated with a person or a team participating in the game then in play), then the Controlling Body shall advise the person of the Policy and the requirement to adhere to its contents.

If the offender repeatedly or flagrantly breaches this Policy, the Controlling Body shall refer the incident to the licensee to take appropriate action.

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## **12.6 REPORTING**

Any person may report an incident if they feel there has been a breach of this Policy by a person or persons.

In the first instance, complaints should be reported to the Controlling Body.

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### **13. EXTREME WEATHER GUIDELINES**

Bowls NSW has a responsibility to take a positive leadership role in educating and increasing the awareness of its participants towards the dangers of physical activity in the heat and during extreme weather conditions.

The [Bowls NSW Extreme Weather Guidelines Policy](#) should always be read in conjunction with the Club's Policy.

Club Windang strives to ensure that all its members participate in the game of bowls in the safest environment possible with minimum risk of harm.

The decision whether to suspend or discontinue play remains the discretion of the controlling body. Club Windang provides this policy for use during all events held at Windang Bowling Club.

At all events where members of Windang Bowling Club are the controlling body, the following methods will be used to monitor and manage hot weather.

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#### **13.1 MONITORING DEVICES AND REFERENCES**

- a. [C87030 Lacrosse Wireless Colour Weather Station – located in the bowls coordinator's office & TX141TH-BCH Wireless Outdoor Temperature Sensor – located above the mat/jack box](#)
  - b. [KT-908 Digital Thermometer](#)
  - c. [Heat Stress Index](#)
  - d. [Hot Weather Guidelines - Sports Medicine Australia](#)
  - e. [Bureau of Meteorology \(BOM\) Website - www.bom.gov.au](#)
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### **13.2 MONITORING AND MANAGING HOT WEATHER**

- a. Before the start of the event, the controlling body will monitor the expected temperatures for the duration of the event. Recommended reference – [BOM Website](#).
- b. Before the start of play each day, the temperature will be monitored and an announcement to all players will be made warning them of the expected extreme temperatures if appropriate. Players will also be made aware that the weather policy may be invoked during the event.
- c. Should a player appeal to the umpire that the weather is too hot, the umpire shall inform the controlling body. The controlling body shall check the Heat Stress Index on the Wireless Weather Station and refer to the [Heat Stress Index Table](#).
- d. If the heat stress index is in the “yellow” zone, players will be encouraged to take regular breaks as required, in a shaded area and to drink water.
- e. If the heat stress index is in the “red” zone, play shall be suspended as per 3.6 below. When the heat stress index decreases to the “yellow” zone, play should resume.
- f. The Hi temp limit on the Wireless Weather Station is set to 37 degrees Celsius. When the temp reaches 37 degrees Celsius, an alarm will sound. Play will then be suspended by the controlling body and all the players will complete the end they are currently playing and move from the green to a cool shady area. If the end is declared dead, the end will be replayed if and when the game is restarted.
- g. When the temperature has fallen below 36 degrees Celsius, play should resume.
- h. Players, officials and spectators should at all times be encouraged to wear hats or other sun protection. It is recommended that a hat be part of any uniform and sunscreen be worn as appropriate.



**13.3 HEAT STRESS INDEX**

# Heat Stress Index

click here		RELATIVE HUMIDITY (%)												
for (F°)		40	45	50	55	60	65	70	75	80	85	90	95	100
T E M P E R A T U R E  (C°)	27	27	27	27	27	28	28	28	29	29	29	30	30	31
	28	28	28	28	29	29	29	30	31	32	32	33	34	35
	29	29	29	29	30	31	32	32	33	34	36	37	38	39
	30	30	31	31	32	33	34	35	36	38	39	41	42	44
	31	31	32	33	34	35	37	38	39	41	43	45	47	49
	32	33	33	35	36	38	39	41	43	45	47	50	53	56
	33	34	36	37	38	41	42	44	47	49	52	55	58	
	34	36	38	39	41	43	46	48	51	54	57			
	36	38	40	42	44	47	49	52	56					
	37	41	43	45	47	51	53	57						
	38	43	46	48	51	54								
	39	46	48	51	54									
	40	48	51	55										
	41	51	54											
42	54													
43	58													

Caution	Extreme Caution	Danger	Extreme Danger
Fatigue possible	Sunstroke, muscle cramps, and/or heat exhaustion possible	Sunstroke, muscle cramps, and/or heat exhaustion likely	Heat stroke or sunstroke likely

**13.4 LA CROSSE FORECAST STATION**

**LA CROSSE<sup>®</sup>**  
**TECHNOLOGY**

TX141TH-BCH



**13.5 KT-908 DIGITAL THERMOMETER**

