



# WEST PENNANT HILLS SPORTS CLUB

## MEN'S BOWLS SECTION REGULATIONS

### 1. INDIVIDUAL RESPONSIBILITIES OF THE MANAGEMENT COMMITTEE

#### a. Duties of the President

- i) To preside at all meetings (except sub-committee meetings). He is, ex officio, a member of all sub-committees.
- ii) To nominate candidates for all sub-committee positions, appointed by the Management Committee.

#### b. Duties of the Senior Vice President

- i) To assist the President in the performance of his duties whenever called upon to do so,
- ii) To preside over the Committee meetings in the absence of the President.

#### c. Duties of the Vice President

- i) To assist the President in the performance of his duties whenever called upon to do so.
- ii) To preside over the committee meetings in the absence of the President and Senior Vice President.

#### d. Duties of the Secretary

- i) To carry out all duties and instructions that the Management Committee shall direct.
- ii) To convene and attend all meetings of the Management Committee and of members, taking minutes of the business transacted, and record and distribute copies of the minutes accordingly.
- iii) To conduct, keep and produce the correspondence in connection with the Men's Section.
- iv) To post on the notice board all notices required to be posted either by the Constitution, the Regulations or as directed by the Management Committee.
- v) To generally perform and carry out all duties pertaining to the office of Committee Secretary for the benefit of the Men's Section and well-being of its members.

#### e. Duties of the Treasurer

- i) To ensure that all green fees and levies are collected.
- ii) To ensure all sponsorship funds are collected.
- iii) To deliver all moneys received to the cashbox for banking as soon as practicable [or his designate].
- iv) To control and arrange disbursement of minor expenses from monies collected on bowls days or refer to the Sports Club Administration office for payment by the Sports Club, after approval by appropriate office bearers.
- v) To provide correct accounts and records showing the financial affairs of the Men's Section in consultation with the Sports Club Administration.
- vi) To submit a full and complete statement of all moneys received and disbursed on behalf of the Men's Section to each monthly meeting of the Management Committee.

#### f. Duties of the Bowls Coordinator

- i) To set out the program of club competitions for the year in conjunction with the Match/Greens Committee. This includes mixed championships in consultation with the Women's Section.
- ii) To assist in the arrangement of competitions matches.
- iii) To ensure individuals and/or team captains confirm availability of selected players in team events.
- iv) To notify players in internal & external competitions of changes of times or dates.

- v) To post on the notice board all forms and notices apart from those under the responsibility of the Secretary.
- vi) To furnish match results to media and/or recorders.
- vii) To keep Association and club competition sheets on notice board up to date.
- viii) To call the game cards prior to play on each playing day.

## g. Duties of Committee Members

- i) To carry out any duties as directed by the Committee

## 2. SUB-COMMITTEES

All sub-committees are accountable to the Management Committee through the chair of the sub-committee.

At its first meeting after election, the Management Committee shall appoint from the President's nominees, sub-committee chairs and assistants for the sub-committees.

### a. Match/Greens Committee

(also referred to as the Controlling Body, see section 5a 'Conditions of Play')

#### Formation/Structure

Will consist of:

- i) The Bowls Coordinator
- ii) At least Four (4) additional club members

#### Responsibilities

- i) To prepare Annual Program and Conditions of Play for the following year and present these to the Management Committee for approval following the AGM.
- iii) To review and maintain the Conditions of Play to meet the requirements of the section.
- iv) To administer all games played on our greens by Men's Section including championships.
- v) To control all Men's Section Club competitions, entries, handicaps, draws and playing dates, and if not otherwise provided for, all competitions and events played on the Club greens in accordance with clause 5 - Conditions of Play.
- vi) To administer all tournaments held at WPH including:
  - a. Turn-Around-Triples (TAT)
  - b. Men's Koala Carnival
- vii) To administer all mixed championships
- viii) To provide two representatives to the Mixed Bowls committee (joint with Women's section) to coordinate special mixed events held on public holidays and any other mixed events as they present themselves.
- ix) To administer all mixed tournaments including:
  - a. Australia Day
  - b. Queen's Birthday
  - c. Labour Day
  - d. Corporate Bookings
- x) To ensure the greens are playable at all times
- xi) To ensure the maintenance of the shades and the gardens surrounding the greens.
- xii) To release the green(s) for play, delay start of play or abandon play for the day in consultation with the greenkeeper.
- xiii) To determine if weather conditions or other factors render a green or greens to be in a condition unfit for play during the course of a game and may
  - a. Abandon play; or
  - b. Delay play.

- xiv) To determine whether to recommence a game that has been stopped due to weather, and to advise all players of the re-start time.
- xv) To liaise with the Greens Director of the Sports Club or his/her deputy concerning requirements in respect of the greens and surrounds and report on all discussions to the Management Committee.
- xvi) To Provide strategic direction on the future development of the greens to Management Committee and the Sports Club.

## b. Membership Committee

### Formation/Structure

Will consist of at least three (3) members of the club.

### Responsibilities

- i) To develop sound and consistent membership policy
- ii) To increase membership across all age groups
- iii) To increase participation outside of new competitions or tournaments

## c. Communications Committee

### Formation/Structure

Will consist of webmaster and at least two (2) other members of the club.

### Responsibilities

- i) To deliver a weekly news update from the website
- ii) To maintain the website, Facebook and Twitter accounts
- iii) To deliver the 'Koala News' Newsletter quarterly
- iv) To improve our section's profile in the local media
- v) To look at new ways of improving communication to members.

## d. Other sub-committees/panels

Other sub-committees/panels may be constituted at the discretion of the President.

# 3. PANELS

## a. Selection Panel

### Formation/Structure

Five (5) selectors are elected at the AGM.

The Chairman of Selectors is elected by the selectors immediately following the AGM and advised to the Management Committee.

### Responsibilities

- i) To determine the format for social bowls dependent on number of bowlers and the number of rinks available
- ii) To select social bowls teams and games
- iii) To maintain selection records for social games
- iv) To select club representative teams - i.e. Association Events and Competitions.
- v) To manage all tasks relating to club representative selections and communication with players and host clubs including submitting Pennant teams and results to Zone 10 Match Committee.

vi) To maintain club representative selection records.

## b. Umpires Panel

The Chairman is elected by the umpires annually (usually immediately following the AGM)

### Responsibilities

- i) To ensure that umpires are available to officiate during club championships, Royal New South Wales Bowling Association, Zone 10 fixtures (e.g. Pennants) and any other competitive fixtures held at West Pennant Hills Sports Club in consultation with the Bowls Coordinator.
- ii) To encourage members to gain accreditation as an Umpire
- iii) To maintain records of umpire experience
- iv) To maintain records of umpire accreditation

## c. Coaches Panel

The Chairman is elected by the coaches annually (usually close to the AGM)

### Responsibilities

- i) To treat all bowlers with respect for their skills and capability
- ii) To assign coaches to new bowlers and monitor progress of the student
- iii) To assist the Selection Panel in development of team skills through training drills
- iv) To encourage members to gain coaching accreditation
- v) To encourage coaches to maintain accreditation
- vi) To maintain coaching records of students
- vii) To maintain records of umpire accreditation

## d. Delegates

The Management Committee shall appoint one delegate and one alternate delegate to Zone 10 Bowling Association Inc., and other bodies to which the Men's Section is entitled representation.

### Responsibilities

- i) To attend all Zone 10 and representative meetings as directed by the Committee
- ii) To represent the Men's Section of WPH Sports in a professional manner
- iii) To present a concise report of meetings attended shortly following the meeting

## 4. DRESS:

- i) The manner of dress for play shall comply strictly with the requirements of the Royal New South Wales Bowling Association (Regulations Article 8)
- ii) Players participating in club events are required to wear the authorised bowls footwear and clothing (current Club shirt and cream or white trousers or shorts).
- iii) "Mufti" is acceptable when stated, however only bowling shoes are permitted on the greens. Shoes with heels and ribbed or chunky soles, i.e. joggers, thongs, sandals etc. are unacceptable and, unless approved by the Match/Greens Committee, must not be worn.
- iv) Players representing the Men's Section in state or zone events (e.g. Pennants) must wear the current club shirt, and white or cream trousers or shorts, and if the weather requires it, the club's spray jacket or suitable white spray jacket.

## 5. CONDITIONS OF PLAY

Formed in accordance with the Laws of the Sport of Bowls (Crystal Mark 3<sup>rd</sup> Edition), RNSWBA Conditions of Play and Zone 10 Conditions of Play. Where there is apparent conflict between the local Conditions of Play and any superior Conditions of Play (Bowls Australia, RNSWBA or Zone 10) the latter will prevail.

### a) Controlling Body

- i) The Match/Greens Committee may delegate the role of Controlling Body to an independent person, who should not be an Umpire or a player in the event.
- ii) In the event that an accredited Umpire is not available, the Match/Greens Committee will appoint a suitable person.

### b) Dates and order of play

- i) Entries for all events will open for a minimum of four weeks and will close at 5pm on closing day.
- ii) The Match/Greens Committee will determine dates for play and order of play of Club championships as detailed in the annual programme. There will be minimum of one week's notice given for the first round.
- iii) Games in Club championships may be required to be played on Saturday mornings/afternoons or Sunday mornings. Also Wednesday mornings/afternoons if players are available, to keep to the bowls program.
- iv) Any match may be played prior to the date set down, by mutual agreement between the players concerned, providing they notify the Bowls Coordinator, or a Match/Greens Committee member if the Chairman of Match is unavailable.
- v) The Match/Greens Committee may determine the number of ends played in team games, the number of shots to be scored in a singles game, or the time allotted to play a game for matches under its control. If, at a time limit, the jack has been rolled, the end will be completed.

### c) Times of Play

- i) Morning games:  
Roll up 8:40am                      Commencement of play 9:00 am
- ii) Afternoon games:  
Roll up 12.10pm.                      Commencement of play 12:30pm.
- iii) Or as required by the Match/Greens Committee.

### d) Events

- i) Duration and format of Club Championship matches are:
  - a. Singles:            31 Shots up
  - b. Pairs:             21 ends (4 bowls)
  - c. Triples:           21 ends (3 bowls)
  - d. Fours:            21 ends
- ii) The recommended minimum number of nominations required to conduct a club competition event is eight (8), however the Match/Greens Committee will make a decision whether to proceed with the event based on the actual number of entries received.
- iii) Competition players/teams on arrival on game day are subject to State Conditions of Play/Zone 10 Conditions of Play in relation to times allowed.
- iv) Roll-ups on a non-event day or prior to events should be conducted using the boundary markers as the centre line. Coaching is exempt from this clause.

### e) Trial Ends

- i) A singles player, team or side will be allowed a maximum of two trial ends prior to the start of a match, as directed by the Controlling Body and as per State Conditions of Play/Zone 10 Conditions of Play.

## f) Player Eligibility

### i) Major Championships

All members are eligible to play in all major club championships (Singles, Pairs, Triples and Fours)

### ii) Minor Championships

All members are eligible to play in minor club championships (Singles/Pairs/Triples) with the following exception:

If a player has won a Minor or Major Championship at this club or any other club, they are ineligible to play in the Minor championship in that form of the game (Singles/Pairs/Triples).

### iii) Club Championships

To be eligible to play in club championships, members must meet the following criteria:

#### a. Ken Wighton (Novice) Singles Championship

A participant must have been playing no longer than 3 years and not have won any club championship at any club.

#### b. Barry Walker Classic Pairs Championship

Participants are classified as per their current Pennant grading (if any) and then separated into 2 grading groups to be decided by Match/Greens Committee either to play as Skip or Lead.

## g) Restrictions on the Green.

i) Bowls practice is not permitted on a green whilst uniform games are being played.

ii) The following shall not be taken on the greens:

a. Electronic devices such as mobile phones, pagers, radios, etc., in an active mode during the playing of any Association, club competition or special event game, unless permission is given by the controlling body.

b. Food or drinks of any kind.

## h) Markers

i) A condition of entering a singles championship is the obligation to mark at least one singles round. If matches are played outside normal playing times for these championships, as agreed by the Match/Greens Committee, players will provide a marker.

## i) Play or Forfeit Rule

The play or forfeit rule will apply at all times with the following exceptions:

i) Inclement weather (see section 5j 'Inclement Weather and Safety')

ii) Any player participating in a State or Zone game or representing the Club (see section 5k 'Replacement Players/Substitutes') or officiating in a Zone Match

iii) Long weekend or public holiday (UNLESS by mutual consent of ALL PLAYERS of both teams, the BOWLS COORDINATOR and the availability of an UMPIRE)

## j) Inclement Weather and Safety

Inclement weather is where any weather condition or safety aspects are such that no one should be expected to be playing the game of bowls. In the event of inclement weather occurring before or during the game, the Controlling Body will make the final decision as to the suspension or continuation of play.

- i) If there is a likelihood of play on a game day being cancelled by inclement weather, the decision to temporarily suspend or cancel play will be made by the Controlling Body. A decision as to play shall not be made before 8:00am for AM games or 11:00am for PM games. Start of play may vary by up to an hour from advertised (ref 5.c) due to weather conditions. The Controlling Body will decide such delays. Should the decision require input from other committees or panels (e.g. umpires etc.) the Controlling Body will consult with them, however the final decision shall rest with the Controlling Body. (refer 2.a)
- ii) On days with high temperatures, the Controlling Body will employ the use of a temperature gauge, to be placed under the shade-cloth covers at either end of the green, to decide whether to commence or indeed continue playing in such conditions.

The Apparent Temperature (AT) (also known as *Heat Index*) is an adjustment to the *ambient temperature* based on the level of relative humidity. The AT is used to determine safe conditions for play in instances of extreme heat.

In regard to all matches:

- a. if the AT at the commencement of play is greater than 35 but during play doesn't exceed 37, then one mandatory drink break of 10 minutes will be taken at the conclusion of the 11th end.
- b. If the AT exceeds 37 for 5 minutes, all matches will stop for a period of up to one (1) hour in the hope that the AT will fall below that point.
- c. In the event that the AT does not fall below 37, play for the remainder of the day will be abandoned (refer 5j(x)).

Should the above occur, players will be instructed by the Controlling Body to leave the green and adjourn to the shaded area adjoining the clubhouse or the clubhouse itself and take fluids to prevent dehydration.

Steadman Apparent Temperature

		Apparent temperature (AT) from temperature and relative humidity - after Steadman 1994																																				
		Temperature (°C)																																				
Relative Humidity (%)	0	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50		
	5	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	44	45	46	47	48					
	10	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	41	42	43	44	45	46	48	49	50					
	15	17	18	19	20	21	22	24	25	26	27	28	29	30	31	33	34	35	36	37	38	40	41	42	43	45	46	47	48	50								
	20	17	18	20	21	22	23	24	25	26	28	29	30	31	32	33	35	36	37	38	40	41	42	43	45	46	47	49	50									
	25	18	19	20	21	22	24	25	26	27	28	29	31	32	33	34	36	37	38	40	41	42	44	45	46	48	49											
	30	18	19	21	22	23	24	25	26	28	29	30	31	33	34	35	37	38	39	41	42	43	45	46	48	49												
	35	19	20	21	22	23	25	26	27	28	30	31	32	34	35	36	38	39	40	42	43	45	46	48	49													
	40	19	20	21	23	24	25	26	28	29	30	32	33	34	36	37	39	40	41	43	44	46	48	49														
	45	19	21	22	23	24	26	27	28	30	31	32	34	35	37	38	40	41	43	44	46	47	49															
	50	20	21	22	24	25	26	28	29	30	32	33	35	36	38	39	41	42	44	45	47	49	50															
55	20	22	23	24	25	27	28	30	31	32	34	35	37	38	40	42	43	45	46	48	50																	
60	21	22	23	25	26	27	29	30	32	33	35	36	38	39	41	42	44	46	48	49																		
65	21	22	24	25	27	28	29	31	32	34	35	37	39	40	42	43	45	47	49																			
70	21	23	24	26	27	28	30	31	33	35	36	38	39	41	43	44	46	48	50																			
75	22	23	25	26	28	29	31	32	34	35	37	38	40	42	44	45	47	49																				
80	22	24	25	27	28	30	31	33	34	36	38	39	41	43	45	46	48	50																				
85	23	24	26	27	29	30	32	33	35	37	38	40	42	44	45	47	49																					
90	23	25	26	28	29	31	32	34	36	37	39	41	43	45	46	48	50																					
95	23	25	26	28	30	31	33	35	36	38	40	42	43	45	47	49																						
100	24	25	27	29	30	32	33	35	37	39	41	42	44	46	48	50																						

Legend: Red values, apparent temperature above air temperature; blue values, apparent temperature below air temperature

- iii) In the event of particularly heavy or extreme rain before the commencement of play, the Controlling Body will decide whether play should commence. As per section 5j(x), the Controlling Body can wait for a period of up to one (1) hour before making a decision on the conditions and the playability of the green.

- iv) If the Controlling Body believes that lightning poses a threat to the safety of participants, then matches will be suspended and players directed to take shelter until the threat has abated. The general rule to make such a decision will be based upon the sight of lightning followed within thirty (30) seconds by thunder.
- v) In the event of strong winds causing the Jack to become unstable and moving on the green, matches will be temporarily suspended until such winds abate sufficiently enough to allow a restart of matches. If the winds continue making a restart impossible, then matches will be abandoned (refer 5j(x)).
- vi) If inclement weather delays or interrupts a game, failure of a Singles player or team to be present if the game is to proceed will result in the match being awarded to the non-offending team.
- vii) The Controlling Body on the day may remove the players from the rink if they consider continuation would affect the health of the bowlers, or cause damage to the rinks. There need not be an appeal from the players or umpire.
- viii) If play has been suspended and the weather improves, the skip may appeal to the Controlling Body to resume play. Only if the weather has improved, would the Controlling Body give permission.
- ix) In the event that the Controlling Body has suspended play and there has been no noticeable improvement in the weather conditions for one (1) hour, then play will be abandoned.
- x) Players may appeal to the Controlling Body or umpire to come off in extreme weather conditions or darkness, or if no Controlling Body or umpire present, then by mutual agreement. The Controlling Body is the authority to abandon a game, and will take advise from the green keeper.

#### k) Replacement Players/Substitutes

- i) As defined by Law 51.1/2/3 and Domestic Regulations 4 in the "Laws of the Sport of Bowls (Crystal Mark 3<sup>rd</sup> Edition)" and State Conditions of Play.
- ii) Permission for a substitute can only be granted by the Controlling Body and signed by the umpire of the day before commencement of play.
- iii) Substitutes must be financial members of the Men's Section. Affiliated players are not eligible to act as substitutes.

#### l) Eligible Players

- i) No members of the Men's Section, being also a member of another bowling club, who has entered a championship or played Pennants for that other club in the same season or year where appropriate, will be eligible to compete in the championships or Pennant teams of the Men's Section without clearance from the Zone 10 Match Committee/State Match Committee.

#### m) Finals

- i) All finals if possible will be played within four weeks of the completion of the semi-finals. If not, the Match/Greens Committee will decide the date to play and this date will come under the play or forfeit rule.

#### n) Representing the Club

- i) Any member who refuses to play in the position allotted to him must withdraw from the team.
- ii) Members receiving notice of selection to play matches, but who are unable to play, will advise a Selection Panel member immediately, in order that another player may be selected and notified.
- iii) Players will be in attendance, ready for play in matches at the specified time for start of play. Any player not at the green at the specified time (30 minutes from schedule commencement) may be omitted from the day's play in accordance with the Laws of the Sport of Bowls (Crystal Mark 3<sup>rd</sup> Edition).



### Version Control Table

Version	Date	Author	Change Description
1	2013	David Wilson/Michael Schwarcz	Approved version
2	11/10/2016	Dallas Palm	Clarification of sub-committees, plain English
3	15/10/2017	Men's Committee	Removal of change to game times for daylight savings, removal of Competition Panel.