



BY-LAWS

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BY-LAWS BINDING

These By-laws are made under Rule 41 of the Constitution. Without limiting the Board's power under the Constitution, these By-laws or otherwise, the Board may review, amend, and enforce these By-laws as it deems necessary or appropriate.

These By-laws are binding on all Members.

Interpretation

These By-laws shall be interpreted in a manner consistent with the Constitution. Any word or phrase which is defined in the Constitution will have the corresponding meaning in these By-laws unless otherwise described.

Definitions

Words which are defined in the Constitution have not been redefined here.

Constitution means the Constitution of BNW as amended from time to time.

BNW or Association means Bowls North West Incorporated.

SCHEDULE OF BY-LAWS

1. Meetings.
2. Registration & Membership Transfers.
3. Appeals.
4. Sponsorship.
5. Statistician.
6. Disciplinary Matters & Disputes.
7. Penalties.
8. Representative Teams.
9. Tribunal.
10. Services & Playing Awards.
11. Representative Team Manager/Selectors – refer to Team Manager Role/Policies.
12. Match Committees.
13. Conditions of Play – refer to BNW Conditions of Play (A) Pennant (B) Championships.
14. General.

1. MEETINGS

- 1.1. At the Annual General Meeting of BNW, the following shall be the order of business:
 - a. Roll Call.
 - b. Confirmation of minutes of previous meeting.
 - c. Presidents Annual Report.
 - d. CEO Annual Report & Financial Statement.
 - e. Amendments to Constitution Motion of which notice has been given.
 - f. Election of Officers, and Auditor.
 - g. General Business.
- 1.2. Under item 1.1.e motions of which notice has been given and special items shall be allocated by the CEO to an appropriate Agenda position or to 1.1.g General Business. Unless leave is granted by Meetings no motions or items of business other than those of which notice has been given shall be considered.
- 1.3. At a General Meeting of the Association, the following shall be the order of business.
 - a. Roll Call.
 - b. Confirmation of the minutes of previous meeting.
 - c. Business arising from (b).
 - d. Treasurers Financial Statement.
 - e. Correspondence.
 - f. Reports.
 - g. Motions of which Notice have been given.
 - h. General Business.

2. REGISTRATION AND CLEARANCES

- 2.1. Before commencing pennant play, or playing in any club, region or BT championship events, a player must nominate and register with a club associated with BNW.
- 2.2. Players who move from other Clubs must obtain a membership transfer, which must be processed and accepted by the Club and approved by BNW CEO before commencing play.
- 2.3. Players who have not played any pennant games for 2 full seasons do not require a clearance. (Refer BT/BA ruling).

- 2.4. Players who move from Associations outside the Region also require a clearance, including mainland Clubs/Associations. Refer to Appendix 2 – BA Policy – Player and Club Clearance Policy.
- 2.5. Membership Transfer will not be processed by BNW after Jan 31st each year in each bowls season. Membership Transfers after this date require BNW approval before processing.
- 2.6. Should any Member Association refuse to grant an inter association Membership Transfer upon application by any member as per above, the applicant shall have the right of appeal against the decision, such appeal being referred to the CEO within 7 days of receiving the appeal.
- 2.7. The CEO shall be empowered to ratify or veto the decision of any Member Association in respect of a Membership Transfer only.
- 2.8. A copy of all Membership Transfers must be submitted to the CEO of BNW, for final approval.

3. APPEALS

- 3.1. An appeal can be made against a decision of the Board of BNW which has affected a Club, Club member or other bona fide party.
- 3.2. An appeal can be made against a decision by an affiliated Club which has affected a Club member.
- 3.3. Such an appeal should be made in writing and clearly and fully state the reason for, and detailed basis of the appeal. Additionally, a request can be made to address the Board in person regarding the appeal and the reasons for this request (vis a vis the written appeal) must be detailed in writing.
- 3.4. The CEO of BNW shall then remit the appeal and relevant statements to the Board of BNW for their earliest possible consideration.
- 3.5. The outcome of the appeal shall be immediately conveyed to the appellant in writing.
- 3.6. The BNW Board's decision regarding the appeal is final.
- 3.7. Costs of the Hearing of the Appeal maybe charged to the appellant by decision of the BNW Board.

4. SPONSORSHIP

- 4.1. BNW may appoint a Promotions Officer/Marketing Agency for the propose of obtaining Sponsorship for all sectors of Bowls administered by BNW.
- 4.2. Affiliated Associations must comply with all conditions of the Sponsorship Agreement accepted by BNW.

5. STATISTICIAN

- 5.1. BNW have appointed the CEO to keep a record of the number of games played by an individual and to record the ladder details for the respective rosters.

6. DISCIPLINARY MATTERS & DISPUTES

- 6.1. A team may lodge a protest in respect of any occurrence which may have changed the result of the game. The official protest must be lodged in writing with the CEO within three (3) days of the match and shall be dealt with by the BNW Board.
- 6.2. It is the duty of the Match Manager, Team Captain, or Umpire in any match to report any player, coach or team official who misconduct themselves. The Match Manager, Team Captain or Umpire shall notify the person that they are reported.
- 6.3. The procedures as outlined in the relevant Bowls Tasmania Inc. By-laws dealing with 'Reporting and Tribunal Rules' shall be undertaken where applicable.

7. PENALTIES

- 7.1. BNW may impose penalties to individuals or clubs for infringing any Conditions of Play including:
- 7.2. Loss of any number of Pennant Points.
- 7.3. Fines of up to \$500 per incident.
- 7.4. Exclusion from competition(s) for specific events, on specific dates or for a period of time as decided.

8. REPRESENTATIVE TEAMS

- 8.1. The regulation and control of all matters whatsoever in connection with the selection, management and control of all teams representing BNW, shall be under the sole jurisdiction of BNW with power to delegate all or any of its duties and powers to any Affiliated Association, Committee person or persons.

- 8.2. All registered players from Affiliated Associations within the jurisdiction of BNW are encouraged to make themselves available for selection for all BNW composite teams.
- 8.3. Players registered as members of a Tasmanian bowling club and affiliated with Bowls Tasmania must be actively participating in Bowls Tasmania and Regional Authority competitions to be eligible to be selected to represent Tasmania or Region. In determining this criteria Bowls North West may consider extenuating circumstances as to why a player cannot be actively participating in that season and grant exemptions.

9. TRIBUNAL

- 9.1. The Board of BNW shall appoint a Tribunal of five (5) persons, any three of whom shall form a quorum. The CEO of BNW shall have all such powers to him/her necessary for the efficient functioning of the Tribunal. The CEO will act as Secretary of the Tribunal.

10. SERVICE & PLAYING AWARDS

- 10.1. BNW provide for the following Service Awards to be presented to its members:
 - a. Service to Bowls – Certificate awarded by BNW
 - b. Life Membership – Framed Certificate (Refer Constitution Rule 37)
- 10.2. Nominations will be accepted from any registered member of BNW on the appropriate form and must be received by the CEO of the BNW by 28th February each year. In any one-year BNW Board may bestow a maximum number of awards as follows:
 - a. Service to Bowls – two (2).
 - b. Life Membership – two (2).
- 10.3. The nominee for a 'Life Membership' must have received a 'Service to Bowls' award from BNW to be eligible to be considered for 'Life Membership'.
- 10.4. Nominations will be received for any of the following categories:

Playing

- 10.5. Outstanding playing record would be necessary. This would have to be weighed along with that player's contribution to coaching or help given to other facets of Association and Club Activities, where a definite commitment has been made to benefit others.

Coaching

- 10.6. A nominee would need to have given long service in this area at a local level and have shown a willingness to learn, assist other coaches and contribute to the Development of Bowls and Coaching within the region.

Administrative

- 10.7. A nominee would need to have served for many years (min 5 years) in various administrative positions of responsibility or a Board Member and have made a considerable contribution to Bowls. The person would not necessarily have to hold senior administrative positions during the minimum 5-year period but have played an active role in the Development of Bowls within the region.

Umpiring

- 10.8. A nominee who has contributed to umpiring over a long period of time and who has shown a willingness to learn and assist others.

Support Services

- 10.9. As all persons are not interest in the above areas, 'Support Services' offers interested personal the opportunity to involve themselves in such things as Managers, Statisticians, etc. This would also include financial supporters and/or sponsors who have continued to support bowls over the given period of time.

General

- 10.10. There will be people from time to time who involve themselves in several of the above areas but to a lesser extent than someone who is totally involved in Administration for example. The minimum of 5 years plus service will be a requirement. It is acknowledged that there are always more jobs than there are persons to do them and that some people are required to take on jobs that they really do not want but which are important to ensure the successful running of bowls.

Services to Bowls - Criteria

- 10.11. A minimum of 7 years (broken or unbroken) to BNW and or Affiliated body.
- 10.12. The quality of the service that the nominee has given in the respective areas of bowls within the region will be the main consideration.
- 10.13. A continued and sustained contribution to the development of the Sport in one or more of the five major service areas.

10.14. BNW Services Awards will be presented to nominees at the Annual Dinner of BNW.

Life Membership - Criteria

10.15. A minimum of 10 years' service (broken or unbroken) to BNW and or Affiliated body.

10.16. The quality of the service that the nominee has given in the respective areas of bowls within the region will be the main consideration.

10.17. A continued and sustained contribution to the development of the Sport in one or more of the five major service areas.

10.18. That positive contribution has the nominee made in improving or maintaining the standards of bowls.

Life Membership Acknowledgment

10.19. As from the date of adopting this By-law all Life Members of the former NWTBA and NWTWBA shall have such Membership stature and privileges maintained.

10.20. Privileges of a life membership shall include free admission to all functions under BNW control.

10.21. Representative Team Manager/Selectors – refer to Team Manager Role/Policies

11. MATCH COMMITTEE

11.1. Annually a Match Committee consisting of four (4) ordinary members shall be appointed by the BNW Board.

11.2. No affiliated Club shall have more than one of its members on the Committee.

11.3. The BNW Board shall appoint a Chairperson and a Secretary for the Match Committee on an annual basis. These appointees shall not be subject to the conditions of Section 12.2 of these By-Laws.

11.4. Only the ordinary committee members shall have voting rights at Match Committee meetings.

11.5. The Match Committee shall decide any matter or undertake any duties that may be referred to it from time to time by the BNW Board.

- 11.6. This Committee shall meet as soon as possible after the end of the bowls season of each year for the formulating of recommendations, to the BNW Board, relating to the next season's Pennant competition. Clubs are to be advised immediately of any recommendations made. Open nomination from Clubs shall be at the discretion of the Match Committee, in formulating recommendations.
- 11.7. The duties of the Match Committee shall be to arrange and supervise all Association competitions and pennants as set out in within the BNW 'Conditions of Play'.

12. CONDITIONS OF PLAY – REFER BNW COP

- 12.1. Refer to BNW Conditions of Play.

13. GENERAL

Suspension of Members

- 13.1. Clubs must advise the BNW CEO and all affiliated clubs in writing within seven (7) days of the suspension of any of its members.

Veterans Days

- 13.2. Each Member Club will be allocated one (1) initial Veterans Day in any one (1) season.
- 13.3. The minimum age will be 55 years of age, but Clubs are permitted to use discretion regarding bowlers who are subject to disabilities.
- 13.4. Only one Premier League player may play in each team.
- 13.5. The BNW Board may appoint a subcommittee of up to four (4) members to conduct the competition.

Junior Bowlers

- 13.6. Junior Bowlers, who are selected to play in a representative team, must produce an extract of their birth certificate to validate their entry into the team.
- 13.7. To be eligible for entry in the Australian Junior Championships a bowler must be under the age of 18 years by the scheduled completion of the National Final.

Approval of Greens

- 13.8. Synthetic greens must be approved for Pennant Play by the Match Committee.

BNW Representative Side Team Manager

- 13.9. BNW shall appoint an official position of Manager for BNW Representative Side with the appointment of the position to be made by the Board of BNW at the General Meeting prior to the commencement of the Pennant Season.
- 13.10. BNW shall pay the expenses incurred in meals, accommodation, and incidental expenses such as phone calls required by the Side Manager in the undertaking of their duties.
- 13.11. If BNW approves a travel subsidy to players for travel to competition matches, the Team Manager shall be paid an equivalent subsidy.
- 13.12. BNW shall provide any official dress attire to the Team Managers, consisting of player's shirt, cap, and jacket, if available.
- 13.13. A Duty Statement for the position of Side Manager is shown as Representative Team Manager Role.

Bowling Aids

- 13.14. The Club must supply the BNW CEO names of their players who use bowling aids.

Clothing

- 13.15. The CEO of BNW shall keep a record of colours and uniform design and bowls discs associated with all Clubs, which must be approved by the BNW Board.
- 13.16. Substitutes from another Club may wear their club uniform.
- 13.17. BNW Colours are Maroon, Gold and Black.
- 13.18. Any Club wishing to change colours of uniform must first seek the approval of BNW.
- 13.19. All Club events gazetted in the BNW Calendar of Events, are under the Control of BNW.