



County News

Issue 3: February 2010

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County News

Keeping you informed throughout the year

Welcome to 'County News', your at-a-glance guide to key decisions being made by Bowls England's six committees (comprising democratically elected Council Members) and the work they are doing.

This newsletter aims to ensure you, as a County Secretary and/or Council Member, are kept fully informed of decisions made by them within their roles and responsibilities as approved by you.

On each page we have highlighted for you the decisions that have been made by each Committee, and whether they are 'Resolved', which means they are confirmed, or 'Recommended'. The latter means the decision will go forward to the Board for approval or referral to the Council at an EGM or AGM.

In addition, I would like to take this opportunity to remind you about the following important Bowls England events.

Workshop on Vetting and Barring

A Vetting and Barring Workshop will be held at the Bowls England offices in Royal Leamington Spa on the afternoon of Tuesday 6th April from 1-3pm. The workshop is aimed at those within counties with a responsibility for safeguarding children and vulnerable adults.

As I write the schedule for the afternoon is still being finalised, but the session will include updates on:

- Vetting and barring scheme
- Roles and responsibilities for Bowls England, Counties and Clubs
- Training material for verifiers

The workshop, which is free of charge, will be led by a representative from TMG CRB, which operates the CRB service for Bowls England Members. Due to space restrictions, places at the event are limited, so to reserve your place please contact Gwen Sabin in the Leamington office on 01926 430686 or e-mail: gwen.sabin@bowlsengland.com. Counties will be expected to meet travelling costs and any other expenses incurred.

Annual Conference

The third Bowls England Annual Conference will be held at the Town Hall, Royal Leamington Spa, on Wednesday 7th April from 11am-4pm. The event, which is free to attend, gives all Members the opportunity to find out more information on a number of important topics. To help more people to attend, Bowls England is offering travel assistance for one car from each county, so individuals are encouraged to contact their County Secretary for information on seat availability within that car. There is no car parking at the venue, but there are a number of Public Car Parks in the town centre.

Disciplinary Regulations

To help counties and clubs to avoid potential legal minefield, the Bowls England Disciplinary Regulations are regularly reviewed by Bowls England's appointed solicitors. At its February meeting, the Board resolved that County Associations, rather than developing their own disciplinary regulations, should be encouraged to include within their constitution reference to the Bowls England Disciplinary Regulations. The following is recommended to be included in club and county constitutions: "*Any disciplinary matters will be dealt with in accordance with Bowls England Regulation No.9 - Disciplinary Regulations.*"

Though this newsletter is aimed primarily at County Secretaries and Council Members, please share this information with other colleagues as appropriate. If you have any queries or suggestions for future issues, please contact our Development Officer, Alistair Hollis, on 07765 050408 or e-mail: alistair.hollis@bowlsengland.com



A handwritten signature in black ink that reads "Tony Allcock". The signature is stylized and written in a cursive-like font.

Tony Allcock MBE
Chief Executive
Bowls England

COMPETITIONS

Committee Responsibilities:
National Championships & Competitions
Tournaments & Licences
Umpire Services
Laws of the Sport



Summary of decisions from meetings held in 23rd September 2009 and January 2010

Top Club Rules and Regulations: *Resolved* teams can concede if unable to win. Also *resolved* venues be found before dates offered when a neutral venue is required. *Resolved* not to support current sponsors request for men's finals to be in Torquay.

Patrons Cup and Benevolent Triples: *Resolved* that the status quo would continue.

Adverse weather conditions: *Resolved* play in adverse weather, such as lightning, is covered in the Laws of the Sport and common sense should prevail.

Use of gloves: A query had been received asking if surgical gloves can be worn on bowling hand. Felt this should be discussion item at April Conference.

Groups: *Resolved* it would not be viable to consider reorganising the groups to include other counties.

Mileage: *Resolved* that travel calculations should always be calculated on the shortest route.

Under 25 age limit: Clarified competitions are open to those under 25 on 1st April of that year, irrespective of the time of birth on that date.

Laws of the Sport of Bowls: *Resolved* that Chief Executive deal with any queries directly.

Women's Umpires Association: The Association had requested £2,038 from Bowls England to cover expenses incurred with respect to unification. After discussion *resolved* not to support request. It was *resolved* to pay administration expenses from National Championships - £390. Noted the Umpires Associations unified on the 1st January 2010, to be known as National Joint Umpires Association.

International Shirts: *Resolved* that international shirts should not be worn at the National Championships - any reference in programmes would be removed.

Women's Junior Singles: Each women's county be encouraged to provide a junior singles qualifier.

Regional Finals: *Resolved* in the main current venues be used for Balcomb Trophy. Greens which had received complaints would be looked into. Venues for the Champion of Champions would remain as 2009. Noted no Mixed Pairs Regional Finals in 2010 and *resolved* the last 16 would go to Worthing. *Resolved* in principle to support removal of regional finals in Champion of Champions, Men's Top Club and Men's Two Fours from 2011.

Mother & Daughter/Father & Son: Following discussion on the feasibility of a 'Family Pairs'

competition, *resolved* this suggestion be placed before the April Conference as a discussion point.

Secretaries/Treasurers (Women): Following discussion *resolved* this competition ceases immediately.

Tournament Licences: A request had been received requesting that no License fee be charged if a Tournament was being held in aid of charity. It was *resolved* not to support this. It was *resolved* to add to the Licence form Regulation 9, 9.1, 9.2.

Finance: Figures on 2009 travel expenses were presented. *Resolved* again to support the view that travel subsidy (championships and competitions) paid in the current format should be abolished.

Patrons: *Resolved* men and women could become Patrons of Bowls England for a nominal sum of £1.

Middleton Cup, Balcomb trophy and White Rose Draws: The draw for 2011/12 was made.

Over 60s Mixed Club Double Rink: *Resolved* this competition be introduced in 2011. Competition to be known as 'The Tony Allcock Trophy'.

General Review of Competitions: *Resolved* Women's Pairs championship be rescheduled. The question of 'doubling-up', particularly with the Amy Rose and National Triples, was raised. It was pointed out County Secretaries had the option to change the 'A', 'B' and 'C' County championship qualifiers. *Resolved* that proposition for Amy Rose to be moved to final weekend was not feasible as junior pairs is held on those days. Noted all Championship games must take priority at National Finals. There will be an extension of one day at Worthing in 2011.

National Champion of Champions: Entry is open to Club Champions, County four-wood singles champion and County Under 25s singles champion.

National Championship Draws: *Resolved* no county should have more than three prelim rounds/early first rounds. The draw will be made at HQ.

John's Trophy/Walker Cup: *Resolved* due to current timetable not to play finals on same weekend at National Championships. *Resolved* to support request from Essex County BA that Johns Trophy be held at weekends from 2012 and that recommendation would go before the AGM. Format to be considered by committee prior to 2012.

Date of Next meeting: Wednesday 21st April 2010 at Royal Leamington Spa.

DEVELOPMENT

Committee Responsibilities:

Facilities Strategy,
Club and Member, Development,
Youth Development,
Bowls Coaching,
Public Relations, Press & Media



Summary of decisions from meetings held in October 2009 and February 2010

CCPR Sports Club Survey: A good response from bowls clubs had been received and a full report for the sport is expected.

Ipsos MORI Satisfaction Survey: Results from Satisfaction Survey conducted in spring 2009 had been received. Headline results (from 1,937 respondents of which 67 per cent played outdoor bowls) showed above average satisfaction overall when compared with other sports.

Facilities Strategy: The Development Officer has met with Sport England's Facilities Manager to explore opportunities to support and grow the sport through local authorities. Further information is awaited.

County Development: *Resolved* that every county will be encouraged to consider the appointment of a Development Officer. Further *resolved* that clubs should also consider appointment of Development/Recruitment Officer.

Recruitment Initiatives: *Resolved* to identify recruitment ideas amongst 'Club of the Year' entries and to circulate these to affiliated clubs.

Resolved that report of Recruitment Sub-Committee be supported and that Development Officer writes with details to counties to determine interest.

Club funding: *Resolved* that, following introduction of funding support service for clubs, further guidance on completing application forms will be produced and circulated.

Youth Visits to Worthing: Thanks had been received from Buckinghamshire and Northamptonshire following the visit of their respective youngsters to the National Championships. *Resolved* that visits for 2010 - Berkshire and Hertfordshire - and 2011 - Herefordshire and Devon - be confirmed.

CCPR Sports Club of the Year: *Resolved* that Bowls England will endorse application to be made on behalf of Iver Heath BC (Buckinghamshire) as the current Bowls England Club of the Year.

Bowls Development Alliance: The Committee received an update on the Bowls Development Alliance from the Chief Executive, who has been appointed Chair of the Shadow Board. *Resolved* that Development Officer will be Bowls England representative on the BDA Projects Group.

Coaching workshop with Sports Coach UK: *Resolved* that Bowls England representatives at workshop to be held at EIBA Ltd HQ on 17th March will be Peter Arnold, Ken Griffin, Roger Kirkpatrick and Development Officer. Bowls England Chief Executive will also be in attendance.

EBYDS: The schedule for 2010 was now in place and dates agreed. Several counties had not organised events and *resolved* that they would be contacted to encourage future participation in the scheme.

Bowls England Potters Week: It was reported that the 2010 week had been very successful and many have already booked for 2011. It was *resolved* that Bill Hatto as organiser should receive one of the two complimentary rooms that Bowls England is allocated, with the other going to the President.

Date of Next Meeting: Wednesday 8th September 2010 at Royal Leamington Spa.

FINANCE

Committee Responsibilities:
 Financial Performance
 Annual Budgets
 Affiliation Fees
 Loans (Clubs)



Summary of decisions from meetings held in October 2009 and February 2010

IT Disaster Recovery: The new servers, software and a continuous back-up process are now in place.

Finance Committee interaction with other Committees: Following a discussion on the responsibilities of each nominated member to their Committee, it was *resolved* that the Finance Committee Chair will discuss requirements further with the Board.

Finance Strategy: The planning to use some of the ring-fenced Reserves (accumulated from Surplus funds generated to date) to offset any deficit currently forecast for 2011 has been completed. Some of the General Fund Reserves will be used to off-set any required increase in Affiliation Fees for 2011 and – if feasible – for 2012.

Reserves: The annual provision for building maintenance has been set at £1,000 and it was *recommended to the Board* that no further provision should be made for the Self-Insurance of Cups & Trophies, as we have already accumulated over £8,000.

Sport England Five-Year Financial Strategy: The updated 'rolling 5 year' Financial Plan (mapped to the Bowls England Strategic Plan), has been submitted to Sport England as part of the annual Self-Assurance input - to ensure that our Sport England Audit Compliance level is maintained.

Bowls England Accounts: Bowls England's accountants will, in future, supply an analysis of the nominal code values to explain the content of their groupings from the time of their first set of draft Statutory Accounts. It was noted there was some misplacement of cost into inappropriate headings – yet to be reviewed by Committees. The Development of Management Accounts is proceeding satisfactorily.

Reserves: The General Fund Reserves have been reviewed in line with the decisions made at the EGM (to off-set some of the funds against potential Affiliation Fee increases in the 2011 and possibly 2012). *Recommended to the Board* that the Greens Maintenance Reserve (£10,000) be moved to the Greens Reserve, that is the funding for the greens loans scheme, to make £85k the limit available.

Bowls England Funds: Resolved by the Board that

the Company draws down the account held at the Anglo Irish Bank to a minimum value, to reduce any risk with the funds - but to ensure that the Account would still be available for use in the future.

Budget and Fees for 2011: The budget for 2011 was scrutinised. It is planned to stabilise fees by using accumulated reserves, but this policy has to be accompanied by an awareness that - should the Company's finances deteriorate, or the general economy decline - then a rethink would be necessary.

Management Accounts: Reports are now produced regularly by HQ for each Cost Centre (The Board, each Committee and HQ). The process of reviewing/updating the Forecast data will be addressed by the Finance Committee within the coming year.

Travel Assistance: Figures on travel expenses paid for National Championships in 2009 were presented. The Competition Committee has resolved to support the view that travel subsidy for Championships and Competitions as currently paid should be abolished. The present format has been used in the budgets for 2010 and 2011 but it would save approximately £30,000 p.a. It was *recommended to the Board* that any decision to change the contributions to competitors should be made at Council level and that the proposal go forward from the Competitions Committee in the appropriate manner. The subject will be debated at the Annual Conference.

Business Rates: Bowls England had received an approach from a company offering a service to review rateable value of headquarters. *Resolved* to await the cost of the new rateable value before deciding what action to take.

Action Diary: The Chairman tabled an Action diary listing the duties of the Chair and Committee Members to give present and future incumbents notice of the action to take and the time to initiate.

Date of Next Meeting:
 Monday 26th April at Worthing

INTERNATIONAL EVENTS

Committee Responsibilities:
Appointment/recall of Team Managers;
Receipt of performance reports for all international level representation;
Protocols for Bowls England representatives at international events;
Preparation and control of international event budgets



Summary of decisions from meeting held on 22nd September 2009

Review Committee: *Resolved* that all team managers and selectors not present be circulated with a copy of the draft Review document, and that all selectors and team managers would receive a copy of the Committee agenda and minutes in the future.

Selectors' accommodation and expenses at international events: *Resolved* that wherever possible selectors be accommodated at the same hotel as the team. Chair to obtain list of what expenses can be claimed and circulate.

Men's junior international squad training day: *Resolved* that apology for non-appearance from Cambridgeshire player be accepted.

International event budgets: *Resolved* that Committee looks at events and plans future funding accordingly.

British Isles Championships: *Recommended to the Board* that future costs be included in the Competitions Committee budget.

Squad/International Training Days: Squad days have been moved to the start of each International series and designated 'International Training Days'. *Resolved* that Chair contacts all team managers to see how they will structure the international training day.

Bowler of the Year: *Resolved* that the Chair discuss with David Rhys-Jones and the Chief Executive to ensure the awards continue.

2012 World Championships: *Resolved* that Chief Executive obtain clarification from World Bowls on the format of the above Championships.

World Senior and Junior Cup: *Resolved* to offer to Commonwealth Games project. Chair and Chief Executive to nominate representative to accompany bowlers at this event.

Report from BIBC and BIWBC: *Resolved* that a request be made that the Women's Junior International Series be played over 21 ends rather than 18 ends.

Internationals 2009: Results have been published on the web site. Senior team managers gave a brief report on their respective series, and the Chair gave an overview of both junior team managers' reports.

Resolved that selectors receive copies of relevant reports.

Internationals 2010: Work is continuing for the three events to be held in Worthing in 2010. *Resolved* to ensure all necessary facilities are in place.

Hong Kong Classic: *Resolved* that representatives from the Commonwealth Games Team will be attending, with costs covered by the Commonwealth Games fund.

Test Matches 2010: Money has been allocated in the budget to allow for test matches to take place, and discussions would take place with relevant Team Managers for both Senior and Under-18 events. A discussion took place regarding regional events to be staged on the lines of those being currently being run by Commonwealth Games programme, possibly from 2011, affording an opportunity for Selectors and Team Managers to look at emerging players. *Resolved* that Committee members give some thought to how we can use test matches to improve player performance and the format they could take.

Date of Next Meeting: Wednesday 23rd March 2010 at Royal Leamington Spa

MEMBER SERVICES

Committee Responsibilities:
 Commercial and Marketing;
 Handbook; Event Programmes; Magazines
 Greens Maintenance, Insurance
 Merchandise



Summary of decisions from meeting held on 24th September 2009

Committee Secretary: *Resolved* that Cynthia Abraham would be the new Committee Secretary.

April Mail-out: *Resolved* that stronger envelopes are required for the April mail-out.

Annual Conference: The following points were *resolved*;

- to canvass Counties as to what they would like see on the agenda.
- that the agenda should be finalised by the end of December.
- that the Board Vice-Chair would do a presentation on what Bowls England, County Associations and Clubs do for Members.
- that Development Officer gives a presentation on County Development.
- that the Chief Executive should co-ordinate a question and answer session.

National Yearbook: The following points were *resolved*;

- where Counties are not unified a copy would go to both the Men's and Women's County Secretary for proof reading.
- to include any English successes in the British Isles Championships.
- to move the index to pages two and three.
- that the order on the current page 80 would be Life Members, Bowls England Past Presidents and then Honorary Members.
- that Patron's names would be entered in the Yearbook – needed by the end of December.

Merchandise at National Championships: *Resolved* that Bowls England would lease its stall in the main tent and purchase a smaller tent for its stock in the main arena. The Chair will liaise with the Office and report back to the Committee on future arrangements.

It was further *resolved* that the Office would book two hour slots to staff the Bowls England stall at Leamington as is done at Worthing.

Useful Information to Clubs: The Chair reported that

there was an urgent need to update this information and would be allocating sections to Members of the Committee. *Resolved* to complete the work by the end of December.

Civil Liability Insurance: The Chair reported that a lot of correspondence on this issue had been received. It was now down to the delegates to vote at the EGM in November.

Bowls England Website: The Chair reported that results for the Nationals at Leamington and Worthing were very much appreciated with over 400,000 hits in August.

Championship Programmes: *Resolved* that Championship programmes be sold on the merchandise stall.

Greens Maintenance: Reported that this service was within budget and that many visits to greens had been made.

Archiving: *Resolved* that the Archivist should produce photographs of the Women's Senior and Junior International Teams and the first John's Trophy team.

Date of Next Meeting: Friday 26th March 2010 at Royal Leamington Spa.

POLICY & MANAGEMENT

Committee Responsibilities:

Logo/Colours, Office Management, Celebration Matches, Annual General Meeting, Annual Dinners, Anti-Doping Policies, Child Protection, Equal Opportunities, Gender Issues, Life Membership, Health & Safety



Summary of decisions from meetings held in September and October 2009

Safeguarding Children and Vulnerable Adults:

Resolved it be **recommended to the Board** that as a result of the proposed new Government legislation approval be given to a presentation on the afternoon prior to the 2010 Annual Conference. Invitations will be extended to all County Child Protection Officers (costs to be met by Counties).

Men's Annual Dinner 2010 and EGM/AGM

Arrangements: Resolved that the following decisions be confirmed;

- no dance be held at the Men's Dinner but a Jazz Band be engaged to provide entertainment.
- the organist and singing of County songs are dispensed with.
- the invitation list to receptions be restricted to Sponsors, Invited Guests, Honorary Members, Life Members of Bowls England, Past Presidents of Bowls England and the Board.
- menus for both Dinners had been agreed with the respective Presidents.
- an in house raffle would be held at the Men's Dinner and the Friends of English Bowling would make their Annual Draw at the event.
- the cost of tickets had been set at £28.50.
- the EGM and AGM would be held at Goodwood Bowls Club, Leicester.

Bowls England Certificate of Merit: The Achievement Award Vetting Panel had met to consider nominations for the Bowls England Certificate of Merit. **Resolved** the Criteria by which all applications be judged be adopted, and the recommendations of the Achievement Award Vetting Panel, be approved. **Resolved** to **recommend to the Member Services Committee** that names of all recipients be included in the National Year Book.

Draft Model Constitutions: Following consideration of the Working Group's report for a Draft Model Constitution for use by Clubs, **resolved** that the report be received. **Recommended to the Board** that the Draft Model Constitution for Clubs be adopted and be circulated to all Clubs and County Associations, along with a Guidance Note. In view of the diversity and complexity of County arrangements the Committee felt that it was unable to prepare such a document. Instead it was **resolved** that Counties should use the Club Draft Constitution and those of Counties who had already gone through the process of unification.

Playing of Games against Non-Affiliated Clubs:

Resolved that the matter be deferred to a Working Group that will be formed after the issue has been debated at Annual Conference in April 2010.

Bowls Cornwall: Resolved that approval be given to request from Bowls Cornwall to hold a celebration game in 2012 to mark the Centenary of Men's Bowling in Cornwall.

National Championships Protocol: The Committee discussed the protocol regarding the invitation of County representatives to Lunches and Dinners at the National Championships following the unification of Counties. **Resolved** that the matter be referred to the Chair and the Chief Executive for determination in consultation with Development Committee Chair.

Associated Membership: Having received a report on Associated Membership from the Working Group, **resolved** that the renewal and the determination of applications for Associated Membership continues on the present basis.

Articles of Association: Resolved that consideration of the Articles of Association be referred to the Working Group for consideration.

Rules and Regulations: Recommended to the Board that as there is currently no provision within the Rules and Regulations of a closing date for the submission of amendments by County Associations, the Rules and Regulations be amended to include the following dates by which amendments are required to be received by the Chief Executive for inclusion within the Agendas for AGMs/EGMs of Bowls England.

- Submission of amendments for EGM to be received by 31st August annually (Week 35)
- Submission of amendments for AGM to be received by 30th November annually (Week 48)

Further **resolved** that the role and responsibilities of the Committee be reviewed in conjunction with the Rules and Regulations in 2010.

Date of Next Meeting: Thursday 18th March 2010 at Royal Leamington Spa.