

## **NORTHERN IRELAND PROVINCIAL BOWLING ASSOCIATION**

### **CONSTITUTION AND RULES**

#### **Name**

1. The name of the Association shall be The Northern Ireland Provincial Bowling Association.

#### **Object**

2. The object of the Association shall be to promote, foster and regulate the game of bowls.

#### **Affiliation**

3. The Association shall be affiliated to The Irish Bowling Association.

#### **Management**

4. a. The Association shall be managed by a Management Committee composed of the office bearers and two delegates from each affiliated Club. The names of the delegates must be received by the Honorary Secretary of the Association on or before 14th November each year, prior to the Annual General Meeting.

b. If any vacancy through death or resignation shall occur during the year, the club thus unrepresented shall have the power to nominate a delegate to fill the vacancy. A delegate unable to attend a meeting may appoint a substitute in their stead for that particular meeting, notification to be given to the Honorary Secretary.

c. The Management Committee shall have the power to appoint subcommittees if they consider it advisable.

d. A General Purposes Committee of four members shall be elected at the Annual General Meeting and they shall, in conjunction with the office bearers, make arrangements for the competitions, act as an emergency committee, and revise rules where necessary and when requested for submission to the Management Committee and the Annual General Meeting.

In order for the General Purposes Committee to meet, a minimum of 7 members shall form a quorum.

#### **Office Bearers**

5. The office bearers shall be President, Vice President, Honorary Secretary, Honorary Treasurer, Honorary Competitions Secretary, Honorary Assistant Secretary, Honorary Assistant Treasurer, Honorary Assistant Competitions Secretary, and Safeguarding Officer who shall be elected at the Annual General Meeting, together with the Immediate Past President, in whose names the Association may sue or be sued. Vacancies for honorary officers occurring during the year may be

filled by the Management Committee.

6. The Vice-President shall be nominated by each affiliated Club in rota, and he shall be eligible for appointment as President the following year. The nomination of the Vice-President shall be subject to ratification by the Management Committee at the Annual General Meeting.

7. The Rota of Clubs for nomination of Vice-President is as follows:

Castlerock

City of Derry

Ballymoney

Dunluce

Coleraine

Letterkenny

Kilrea

Magherafelt

Brooke Park

Portglenone

Fairhill

Omagh

Portstewart

Dungiven

Ballycastle

Brookgreen

Limavady

Portrush

Cookstown

### **Membership**

8. a. Application by a Club for membership of the Association shall be made in writing to the Honorary Secretary and shall state the name and address of the Club together with the names and addresses of the office bearers and committee members. At the meeting of the Management Committee at which the application may be approved, the name of the newly admitted club shall be placed on the rota immediately preceding the name of the Club which at that meeting shall have the right to nominate the Vice-President.

### **Honorary Members**

b. The Association shall have the power to elect as an honorary member any persons whose position among bowlers or whose services in the interests of the game are such as entitle those persons to that distinction and who has been recommended by the General Purposes Committee for election.

c. An honorary member shall be entitled to attend General meetings of the Association but shall have no vote unless a delegate of a Club. The total number of Honorary Members shall not exceed eight.

### **Annual Subscription**

9. The annual subscription for each Club shall be fixed at the Annual General Meeting and shall be payable on or before 30th April in each year (note this date may change annually). In addition to the annual subscription each Club shall be responsible for an annual capitation fee for each playing Club member registered by 30 April. The amount of the capitation fee to be fixed at the Annual General Meeting and is payable with the annual subscription.

### **Financial Year**

10. The financial year shall terminate on the 30th day of September in each year.

Honorary Secretary, Honorary Assistant Secretary, Honorary Treasurer and Honorary Assistant Treasurer

11. The Honorary Secretary or other duly appointed official shall keep a record of all business transacted at all General Committee and Subcommittee meetings. The Honorary Treasurer shall keep a detailed account of all receipts and disbursements and shall submit a full account thereof, duly audited, at the Annual General Meeting.

### **Annual General Meeting**

12. The Annual General Meeting of the Management Committee shall be held in November each year for the following purposes:

- a. To receive reports from the Honorary Secretary and the Honorary Treasurer.
- b. To elect office bearers for the following year.
- c. To elect four members, not from the same club, who with the Office Bearers shall form the General Purposes Committee.
- d. To appoint an Honorary Auditor.
- e. To elect Delegates to:

- i. The Irish Bowling Association Council, four delegates.
  - ii. The Irish Bowls Umpires Association, one delegate.
  - iii. The Irish Bowling Association Youth Liaison Committee, one delegate.
- f. To elect a Selection Committee of five members with not more than one member from any club. Members of this committee will not be eligible to play in any side they are responsible for except in an emergency.
- g. To elect an international selector for a three-year term according to the rota as decided by IBA council.
- h. To elect a Greens Inspection Committee of four members plus the Honorary Secretary.
- i. To elect any other sub-committee that might be required.
- j. To receive and discuss any motion of which notice shall have been given in writing to the Secretary on or before 1st October.
- k. To discuss any other business not requiring notice of motion.

### **Meetings**

13. a. Seven days' notice, in writing or by e-mail, of a Management Committee meeting shall be sent by the Honorary Secretary to each Club Honorary Secretary, except in the case of an Emergency Meeting, when shorter notice shall be permissible. A Special Meeting may be summoned at the discretion of the General Purposes Committee or on requisition in writing to the Honorary Secretary of the Association from an affiliated Club. The Honorary Secretary shall call the meeting within 21 days on receipt of the summons or requisition and shall state on the agenda the business for which the meeting has been called. No other business shall be transacted at the meeting.
- b. A General Meeting, Annual or Special, shall consist of two delegates from each affiliated Club together with the office bearers of the Association. Twenty-six members shall form a quorum.

### **Voting**

14. Voting shall be by a show of hands, the majority to carry. The President shall have a deliberate vote and shall have a casting vote in case of equality of votes. If a member present wishes the question under discussion to be put to a vote by ballot, this method of voting may be adopted.

### **Safeguarding Children and the Vulnerable**

- 15 a. The Northern Ireland Provincial Bowling Association (NIPBA) is committed to safeguarding all of its members. It recognises and acknowledges its responsibility as a Governing Body, to promote and encourage its affiliated member clubs to adopt the highest possible standards of care towards

children, and other vulnerable people, present at or participating in the game of bowls. The NIPBA believes that everyone, whether administrator, official, coach or bowler, has a duty of care to safeguard all children and the vulnerable from harm as set out in the guidelines of the NIPBA policy document 'Safeguarding Children and Vulnerable Adults' and the Sports Council's 'Code of Ethics and Good Practice for Children's Sport'.

b. Under 18-year-old members are not permitted to play in any league or cup competitions unless registered with the NIPBA safeguarding officer.

### **Powers of Committee**

16. a. The General Purposes Committee shall have power to interpret these rules and to deal with all matters not specifically provided for therein and their decision shall be final.

b. The General Purposes Committee reserve the right to discipline any Club/Player who, in their opinion, has brought the NIPBA into disrepute.

### **Alteration of Rules**

17. Alteration of, or additional rules of the Association and the rules governing competitions shall not be made except by notice of motion to the Annual General Meeting of the Management Committee or at a Special Meeting called for that purpose.

### **Competitions**

#### **General Rules Governing all Clubs**

18. a. The code of laws of the game in force under World Bowls and the rules of The Irish Bowling Association shall be binding on all constituent clubs of the association. Furthermore, to ensure compliance with these rules, the onus of providing an umpire shall be on the club upon whose green the game or tie is played.

b. A player shall represent only one club in any one season except with the permission of the General Purposes Committee.

c. All Players, who in the previous season have been a member of a high-performance squad, represented Ireland at Junior International Series or was selected to represent the NIPBA in the Senior Association Championship, must be registered in the most senior of any club's sides and can only play for this side in all competitions.

d. The Honorary Competitions Secretary must receive the full list for each Club of available players by 20th April (note this date may change annually).

e. The General Purposes Committee will inspect these lists and all clubs will be supplied with a full

list of every Club's available players (NIPBA Website) before the first game of the season. Only players who are included on these lists can take part in any competition. Clubs wishing to alter their lists or add new players must notify the Honorary Competitions Secretary. Alterations to these lists shall only be effective when approved by the General Purposes Committee.

f. The General Purposes Committee will have the power to ask Clubs to alter their lists during the season if after inspection they prove unacceptable. Details of any alterations will be posted on the Association website immediately after the General Purposes Committee has approved them. Only players included on these new lists can take part in any Competition or League Game.

g. Adjustments to player lists can be made throughout the season up to 31st July.

h. The Capitation Fees for new players should be sent to the Association's Honorary Treasurer.

i. When it is proved that a Club has played an ineligible player or has breached the rules, such Club shall forfeit the match and the tie or points shall be awarded to the opponent.

### **League Competitions**

19. a. Each affiliated Club of the Association shall be entitled to enter sides, such sides to consist of 4 Teams of 4 players. These sides will be placed in 4 Leagues, Premier Division, Divisions 1, 2 and 3. There will be 8 teams in the Premier Division, 9 teams in Division 1, 8 teams in Division 2 and 10 teams in Division 3.

b. All teams within each League will play each other twice, home and away, (subject to the number of teams).

c. The top placed side in Division 1 can be promoted to the Premier Division and the bottom placed side in the Premier Division can be relegated to Division 1 upon written request to the General Purposes Committee subject to a minimum of 8 and a maximum 10 clubs being sustained in the Premier Division.

d. The top placed side in Division 2 will be promoted to Division 1 and the bottom placed side in Division 1 will be relegated to Division 2. The top placed side in Division 3 will be promoted to Division 2 and the bottom placed side in Division 2 will be relegated to Division 3.

e. Seven points shall be awarded in each game, three points to the winning side plus one point for each winning rink on either team. In a drawn game 1½ points will be awarded to each side plus one point for each rink up on either side. Where rinks finish level each one will be awarded ½ point.

f. The Telegraph Shield shall be awarded to the winner of the Premier Division, the runner-up to

receive the A. Murdock Cup.

The Jackie Hutchinson Cup shall be awarded to the winner of Division 1 and the Cecil Purdy Cup to the runner-up in that league.

The R.W. Bolton Cup shall be awarded to the winner of Division 2 and the P.J. McIlroy Cup to the runner-up in that league.

The B.P. Begley Cup shall be awarded to the winner of Division 3 and the M.B. Smyth Cup to the runner-up in that league.

g. Each game shall be played on the date and at the time fixed by the General Purposes Committee but by mutual arrangement between opposing sides the game may be brought forward.

Non fulfilment of fixtures, where reasons are not covered in Rule 27, will result in the 7 points available being awarded to the opponents of the defaulting side. In addition, the defaulting side will forfeit their home advantage against this opposition the following season. (i.e., play both games away)

h. Within three days from the completion of the match, the Secretary or Match Secretary of the winning side, or in the event of a draw, the home side shall forward (only by post or e-mail) the result card with full details to the Honorary Competitions Secretary.

i. The winner of each division shall be the side with the greater number of points at the close of the competition. In the event of two or more sides having an equal number of points, the winner shall be decided by the points scored in the head-to-head matches between the teams involved. If the teams are still tied, then the winner shall be decided by the overall shots scored in the head-to-head matches between the teams involved.

j. The sides comprising each league shall be determined each year by the General Purposes Committee and ratified at an Annual or Special General Meeting.

#### Clubs with 1 Side

k. Clubs entered in league and cup competitions must forward to the Honorary Competitions Secretary a list of the players who will be available for their Club during the season.

#### l. Clubs with 2 Sides

i. Clubs entered in league and cup competitions must forward to the Honorary Competitions Secretary a list of the players who will be available for their Club during the season.

ii. Such clubs must register 9 of these players to only be available for the more senior of these sides in league and cup competitions.

iii. An unregistered player is eligible to play for either of their club's sides.

m. Clubs with 3 Sides

i. Clubs entered in league and cup competitions must forward to the Honorary Competitions Secretary a list of the players who will be available for their club during the season.

ii. Such clubs must register 11 of these players to only be available for the more senior of these sides in league and cup competitions and they cannot play for any other side in their club.

iii. Such clubs must register a further 6 players for their second side. These players will be available for the two most senior sides in the club but cannot play for the club's third side.

iv. If an unregistered player plays for their most senior side, they cannot play for their club's third side.

n. Clubs with Two Sides in One League

i. When a club has 2 sides in one league then specific registration rules will apply.

ii. Such a club must register 6 players for the more senior of the 2 sides. These players will only be able to play for this side in the league concerned.

iii. All other players will be unregistered and will be able to play for either of the sides in this league during the season.

iv. When an unregistered player plays against an opponent in this league he cannot play against the same opponent for the other side in their club.

v. All other rules with regard to clubs with two sides and clubs with three sides will apply.

**Cup Competitions**

Anderson Piggot Cup

20. a. This competition shall be confined to the sides competing in the Premier Division, such sides to consist of four teams of four players. All players are available for selection to play in the competition. 18 ends shall be played.

b. The matches will be played on a knock-out basis.

c. In the event of a tie, an extra end or ends shall be played on each rink until a decision has been reached.

d. The draws shall be made by the General Purposes Committee who shall fix the dates for the various matches, but apart from the final, the tie may be brought forward by mutual arrangement between the competitors.

e. The winner shall receive the Anderson Piggot Cup, the runners-up the McClure Trophy

f. Where a club has 2 teams in the same Division, a player can only play for one team.

#### A.D. Sutherland Cup

21. a. This competition will be confined to sides competing in Division 1, such sides will consist of four teams of four players. 18 ends shall be played. Rules 20 b, c, d and f applicable to the Anderson Piggot Cup shall apply.

b. An unregistered player who has played in the Anderson Piggot Cup in any position can play in the AD Sutherland Cup, but only at lead or second.

c. The winners will receive The A.D. Sutherland Cup and the runners-up will receive The J.C. Riley Cup.

#### H.G. Cupples Cup

22. a. This competition will be confined to sides competing in Division 2, such sides will consist of four teams of four players. 18 ends shall be played. Rules 20 b, c, d and f applicable to the Anderson Piggot Cup shall apply.

b. An unregistered player who has played in the Anderson Piggot Cup or the AD Sutherland Cup in any

position can play in the Cupples Cup, but only at lead or second.

c. The winners will receive The H.G. Cupples Cup and the runners-up will receive the Ross Cup.

#### Hyland Donaghy Cup

23. a. This competition will be confined to sides competing in Division 3, such sides will consist of four teams of four players. 18 ends shall be played. Rules 20 b, c, d and f applicable to the Anderson Piggot Cup shall apply.

b. A player who has played in the Anderson Piggot Cup is not eligible to play in the Hyland Donaghy Cup.

c. An unregistered player who has played in the H.G. Cupples Cup or the A.D. Sutherland Cup at any position can play in the Hyland Donaghy Cup, but only at lead or second.

d. The winners will receive the Hyland Donaghy Cup and the runners-up will receive the McLean Trophy.

### **24. Champion of Champions Competitions**

#### Open Singles

This competition will be open to all players registered to play in league and cup competitions for their respective clubs, affiliated to the Association.

The competition will be played in 2 phases. The first phase will be played at club level. The winner will then represent their club in phase 2 at Association level.

In phase 1, each club can choose their own format. In phase 2 the following rules shall apply (these may change on an annual basis depending on phase 2 entries):

Round robin format in groups of 4 players, followed by knock-out format which will include group winners and runners-up.

Games will be a best of 3 set, tie-break format. Each set will be 9 ends. If sets are level at 1-1, a 3-end tie break will determine the winner. In the tie-break the number of ends won and not the number of shots will count.

No burnt ends, jacks will be re-spotted.

3 points for a win and 0 points for a defeat.

Number of sets won and lost could decide the qualifiers in the case of a tied group position.

The winner will receive the Mullan Cup, the runner-up the Hogg Shield.

#### Open Pairs

First 3 rules (bullet points) as outlined in the Singles competition shall apply.

In phase 2 the following rules shall apply (these may change on an annual basis depending on phase 2 entries):

Round robin format in groups of 4 pairs, followed by knock-out format which will include group winners and runners-up.

Each game will be 12 ends.

No burnt ends, jacks will be re-spotted.

3 points for a win, 1 for a draw and 0 points for a defeat.

The winners will receive the Graham Rosebowl, the runners-up the Kane Cup.

#### Mixed Pairs

This competition will operate under the same rules as the Pairs competition.

The winners will receive the McIlroy Cup, the runners-up the Dick Cup.

### **25. Dress Code**

a. Any Club wishing to use coloured shirts must firstly apply to the Honorary Secretary for permission. Each club chooses a colour and must ensure that the shirts are of this colour or a combination of this colour and white. Coloured shirts, when used, must be worn by all members of the team involved. Either standard whites or approved coloured shirts and white trousers or

approved coloured trousers are to be worn for all Premier Division matches on Saturdays For all evening mid-week matches, approved coloured shirts/tops and grey flannels or approved coloured trousers/shorts may be worn.

b. Either standard whites uniform or approved coloured shirts and white trousers or approved coloured trousers are to be worn for all Cup Finals and Association Championship Semi-Finals and Finals, note this includes a white belt if worn and white socks. It should be noted that any outer rainwear must be white and that Regulation bowling shoes are worn when on the green. Clubs should encourage their members to wear Club Blazers, white shirts, Club tie and grey flannels when travelling to a match.

### **Cup Finals**

26. The dates, venues and starting times for all Cup Finals shall be arranged by the General Purposes Committee. It should be noted that any trial ends should be played before the match start time.

### **Postponed/Abandoned Games**

27a. Premier Division and Cup Games can be postponed only when either Club has a side involved in the Quarter-Final, Semi-Final or Final of the IBA Senior, Intermediate or Junior Cups, or have a team with three or more players/selectors engaged in a NIPBA Selection, National Championship, British Isles Championship or International Competition. A player is a member of a team, if they have played at least once for that team. All games postponed for any of these reasons must be played on the following week on a night advised by the General Purposes Committee.

b. Whereby reason of inclement weather or the unplayable condition of the green, or the death of a Club Member, or member of their immediate family i.e., spouse, son, daughter, father, mother, brother, sister, a match is prevented from being played, the fixture must be rearranged and played within 28 days, the home team shall submit two dates in writing, (not consecutive and which do not coincide with a fixture, involving either side, arranged by the NIPBA) to the visiting team one of which must be accepted, as well the Honorary Competitions Secretary must be informed by both Clubs, in writing of the date agreed upon by the Clubs concerned not later than 14 days after the original fixture date. Failure to adhere to these rules will result in the 7 points available being awarded to the opponents of the defaulting side. In addition, the defaulting side will forfeit their home advantage against this opposition the following season. (i.e., play both games away)

c. Note if the postponed game is the 2nd or last game of the current season the aforementioned

28 days is reduced to 21 days and the 21 days is reduced to 14 days.

d. When practical the Home Club on the day of the game shall advise the Visiting Club before noon if adverse conditions of weather or green prevent the playing of the game. The decision as to whether or not the green is playable shall rest with the Home Club.

e. Cup games that are postponed must be played before the next round.

f. When a match is stopped for any valid reason, it shall be resumed with the scores as they were when the game stopped. An uncompleted end shall be declared null and void.

Starting Times for Matches.

g. Where a fixture is not fulfilled due to the unplayable condition of the green for a reason not covered in rule b, the home team shall seek to play the game at an alternative venue.

28. a. Saturday games are to commence at 2.00pm.

b. All Premier Division, Division 1, Division 2, Division 3 and all Cup games, except finals, which are scheduled for evening play shall commence at 6.30pm during April, August and September and 7pm during May, June and July. Where a club has floodlights, in agreement with their opposition, all home fixtures can start at 7pm throughout the season.

c. Rule b shall also apply to all Championship Games.

d. All Premier Division and Division 1, 2 and 3 games shall be played over 18 ends, however no less than 18 ends must be played.

29. a. Before either a league or Cup game the home side's Captain or Representative, shall place their filled in score cards face down on the table and the opposition Captain or Representative, shall place their filled in score cards face down on top of the home team's and shall write a rink number on each of the top cards while still face down, the Captains or Representatives can then proceed to complete the paired off cards.

b. An arrangement to agree to 1 shot on the first end is not according to the rules of the game.

NIPBA Singles, Pairs, Triples, Fours and Senior Fours Competitions.

30. a. The Rules governing the IBA Singles, Junior Singles, Youth Singles, Pairs, Triples, Fours and Senior Fours Competitions shall apply.

b. The dates and venues of the matches shall be arranged by the General Purposes Committee. The Semi-Finals and Final stages of the Championships will be played on a Monday, Tuesday, Wednesday, Thursday, Friday and Saturday on a green and at a time arranged by the General Purposes Committee. All competitors must be available during the week of the semi-finals and finals.

c. The matches shall be played on the dates fixed, but apart from the Semi-Finals and Finals the tie may be brought forward by mutual arrangement between the competitors. In the event of a tie not being played, the General Purposes Committee shall have the power to decide which competitors shall go forward.

d. Only if the tie is not played because of inclement weather or other bowling commitments of high performance players it must be played before the date of the next round.

e. All scorecards shall be returned by post (or the details of score and players involved by e-mail) to the Honorary Competitions Secretary by the winner within five days of playing the tie. Failure to do so will result in the winner forfeiting the tie.

f. The winners of the Championships to receive and hold for one year the following trophies:

Singles – R. McKillen Cup

Junior Singles – G.A. Anderson Cup

Youth Singles – J. Munnis Cup

Pairs – R.A. Patterson Cup

Triples – Malcolm Brodie Trophy

Fours – W. Semple Cup

Senior Fours – R. Madden Cup

The runners-up in the Championships to receive and hold for 1 year the following trophies:

Singles – Jack Stevenson Trophy

Junior Singles – John Henry Trophy

Youth Singles – W. Leacock Cup

Pairs – James and Elizabeth Barr Trophy

Triples – J.E. Mullan Trophy

Fours – Joe Williamson Trophy

Senior Fours – T. Smith Cup

g. The entrance fee for the above competitions to be fixed at the Annual General Meeting.

h. Players who are involved in Championship ties and fail to turn up, without notifying their opponents, will be disqualified from entering, or playing as a substitute, in all Championship ties in the following season. It will be the responsibility of the Clubs to ensure that no entries are received from any of their members who infringe this rule. Clubs are encouraged to inform the Competitions Secretary if such a situation arises.

31. The annual entrance fee for League and Cup Competitions shall be fixed at the Annual General Meeting.

#### **Appeals and Protests**

32. a. Protests by a club must be received by the Honorary Secretary, in writing, within 3 days of the happening complained of, but this shall not be taken as limiting in any way the power of the General Purposes Committee to adjudicate on any issue referred to it, irrespective of time.

b. Should any dispute arise as to the meaning or interpretation of any of the Association rules or laws of the game or on any point not covered by them, any one of the parties to the said dispute may appeal to the Association. Notice of the appeal or protest shall be given in writing to the Honorary Secretary of the Association and such notice shall be accompanied by a full statement of the question in dispute, and at such a meeting parties shall be heard on each side, provided that such course may be deemed necessary or expedient. As soon as the General Purposes Committee has pronounced their decision; it shall be intimated by the Honorary Secretary to all parties concerned and such decisions shall be final.

#### **Powers of General Purposes Committee**

33. Full power shall be vested in the General Purposes Committee to deal with any question or dispute that may arise from competitive play and to deal with any matter not provided for in these rules.

#### **Duties of Green Inspection Committee**

34. Upon a complaint in writing from a Club Secretary as to the playing condition of a bowling green being received by the Association Honorary Secretary, they should arrange to have the green inspected by the Green Inspection Committee. Should the green be found unfit for competitive play the Association Honorary Secretary shall immediately notify the General Purposes Committee who shall make arrangements to have the competitions continue at another venue, and if necessary, on other dates. They shall inform all Clubs concerned and shall inform those entrusted with the upkeep of the green of the steps so taken.