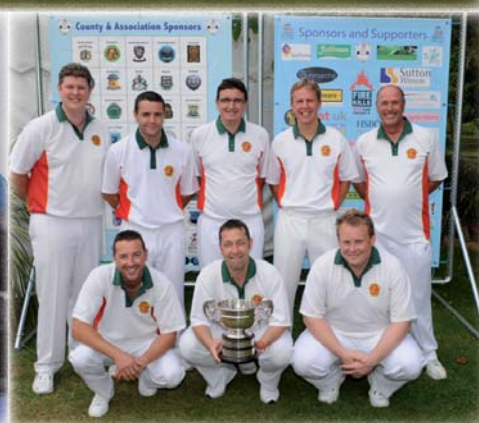




County News

Issue 5: February 2011

www.bowlsengland.com



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 keep you, as a County Secretary and/or Council Member, 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 update you on the following important issues.



Annual Conference

The Bowls England Annual Conference is being held on Wednesday 6th April 2011 at the Town Hall, Royal Leamington Spa. Please make a note in your diaries - this is the opportunity for all members to come along and learn more about issues facing clubs, counties and Bowls England. Please note that gas main replacement work is expected to be taking place on this date near to the Town Hall. Diversions will be in operation and, although all car parks in the town centre will be open, please allow additional time to reach the venue.

Development Seminars

Our Development Officer will be visiting a number of counties over the coming year to update clubs and counties on the work of Bowls England and the role that we all have to play to develop our sport for future generations.

The following dates have now been agreed for 2011:

Bowls Oxfordshire (Thursday 10th March); Bowls Northumberland (Wednesday 23rd March); Somerset Bowls Association (Saturday 26th March); Leicestershire Bowls Association (Friday 1st April); Buckinghamshire Bowls Association (Saturday 9th April); Bowls Devon (Sunday 10th April); Herefordshire (Monday 11th April); Kent County Womens Bowling Association (Friday 7th October); Bowls Wiltshire (Thursday 17th November) and Bowls Durham (Tuesday 22nd November).

If your county wishes to be included in the programme for 2011, or 2012, please contact Alistair Hollis for more details.

Laws of the Sport of Bowls (Crystal Mark Second Edition)

Copies of the Laws of the Sport of Bowls (Crystal Mark Second Edition) are now available through Bowls England priced at £2 each.

Visually Impaired Bowls England (VIBE)

The World Championships for visually impaired bowlers will be held in Worthing in the summer of 2013, and the Board of Bowls England has agreed to form a fund raising sub-committee to help the organisation raise a substantial amount of money in support of the event. We will be contacting clubs and counties shortly to ask for their support in helping to ensure that all of the visually impaired bowlers have a truly memorable time.

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".

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 meeting held in January 2011

'Bionic Arm': *Resolved* that the 'Bionic Arm' was an approved aid and could be used by all bowlers who wished to do so.

Tony Allcock Trophy: *Resolved* that prize money would match that of the of the Club Two Fours.

First Aid: *Resolved* in principle to provide additional first aid cover at both National Championship venues.

Disciplinary matters: The committee was reminded that all Counties must ensure that anyone entering competitions is notified of the 'Conditions of Entry' with particular reference to the fact that if successful they would be expected to play in the national and county final of the competition entered. It was *recommended to the Board* that this should be included in County Constitutions.

Women's National Championships: It was confirmed that the County flags flown at the Ladies Nationals were of uniform size and currently depicted the colour and design registered under the EWBA.

Men's National Championships: It was *resolved* that staff will undertake a structured manual draw for the Men's National Championships in 2011 after the close of entries.

Amy Rose/White Rose Trophy: *Resolved* not to support suggestion from Bowls Cornwall that the Amy Rose and White Rose competitions be played simultaneously at the same venue. It was *resolved* that National Competition qualifying badges should be awarded to all players attending the National Championships in the White Rose and that the Semi-Finalists of the Amy Rose Competition would receive the same. It was noted that 10 badges per team would be presented in both. It was reported that Durham had withdrawn their entry to the White Rose Trophy.

Middleton Cup: *Resolved* that set dates for Middleton Cup would be observed in 2012 despite a clash with Bank Holiday weekend on Saturday 2nd June.

Men's National Two-Wood Singles Championship: The family of John Rodwell has agreed to provide the trophy for this new event from 2012.



Family Pairs Competition: *Resolved* to support rules for the new event in 2012 that will replace Mother & Daughter Pairs.

Johns Trophy: *Resolved* that rules would mirror those already in place for the Middleton Cup and that subject to timetable, matches would be held on Sundays. Draw for 2012 will be made at the next Committee Meeting.

Laws of the Sport: *Resolved* that all references to the Laws of the Sport in Bowls England Regulations should read 'the current Laws of the Sport booklet'. It was noted that the domestic regulations for Bowls England confirmed that the minimum jack length was 23 metres.

BIBC Over 60s event: *Resolved* that Chief Executive would report back to future Committee meeting following the BIBC meeting.

Dress code: It was *resolved* that the regulations for National Championships and National Competitions, as agreed at the EGM in November 2010, would remain in place.

Venue for Middleton Cup Quarter-Final in 2012: *Resolved* to approach New Lount BC, Leicestershire, to replace Nottingham HQ, which will not now be available.

Balcomb Trophy, Walker Cup and White Rose Trophy: It was *resolved* to make the draw for the above events for 2012 and these will appear in the 2011 Bowls England Yearbook.

Women's Top Club: *Resolved* that, whilst TLH continue to sponsor, there would not be a change in venue for the final stages. It was further resolved that the playing format for this Competition be reviewed at the next meeting.

National Championship Winners Fleeces: *Resolved* to discuss this further at the next meeting.

Date of next meeting: Thursday 14th April 2011 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 meeting held in January 2011

Club of the Year: Reported that Canterbury BC in Kent had been selected as Club of the Year and Yeovil BC, Somerset, runners-up. **Resolved** that the closing date be brought forward to the Monday of Week 31 and that in future two members of the judging panel visit each of the shortlisted clubs.

Club Funding: Reported that annual contract with club funding service has been renewed.

Club recruitment material: More than 50,000 individual marketing items had been distributed to clubs under the 'Bowls – The Sport for All' banner. Feedback from clubs had been favourable, but with some suggestions for improvements including space for clubs to include details and material being available to download. **Resolved** to offer free material to clubs again in 2011 but to investigate a new service that would enable clubs to customise and order marketing material through a third party.

Development Seminars: **Resolved** that the provisional programme of visits to 10 counties as presented be approved. Topics to include insurance, coaching, umpiring, funding, recruitment and retention.

Website: Reported that work is in progress to update the website where appropriate. Figures show an increasing number of visitors year on year.

New Age Bowls: Reported that a supply of New Age Bowls equipment has been purchased for demonstration purposes.

EBYDS School of Excellence Finals: Reported that these will now be held at Solihull on Sunday 27th March. County events for 2011 School of Excellence are taking place in April, May and June with the finals at Worthing on Sunday 28th August.

Award Scheme for Junior Bowlers: The National Youth Award Scheme for Bowls was discussed and, though it was agreed that the theory behind the proposal was good, there were practical issues regarding costs and crossover with the EBYDS. **Resolved** that Bowls England commit no financial contribution to the scheme at this time.

Youth Development: It was **resolved** to form a working group to consider youth development



issues. Members to be Hedley Bowen, David Parr and Bill Hatto with support from the Development Officer.

Membership Analysis: **Recommended** to the Board that as a result of the data now requested by the BDA and Sport England the Board give consideration to the introduction of a specimen membership application form for use by clubs so this information can be obtained.

Bowls England Potters Break: Reported that some 400-plus are expected to attend in 2011. An enquiry had been received for a group of 50 already at the venue joining the break in 2012. **Resolved** that Bill Hatto would obtain more information before a decision was taken. It was also reported that the a similar event in autumn had been proposed. **Resolved** not to support this because of possible effects on the established event.

Local Authority Greens Survey: The Development Officer gave a brief summary of the results and advised that full details of the responses received would be circulated to all club contacts.

Date of Next Meeting:

Tuesday 27th September 2011 at Royal Leamington Spa.

FINANCE

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



Summary of decisions from meetings held in November 2010 and January 2011

Finance Status for 2010: It was reported that the Board, Committees and Staff had streamlined more processes, reduced meetings and minimised expenditure wherever possible. This included a freeze on staff salaries and no overtime payments during the year. It was further reported that the Company has achieved all its financial objectives and is in a strong and stable financial state, and that its cash-flow requirement, together with its Contingency and Reserve funding, has been allocated in accordance with the five-year Rolling Forecast.

Affiliated Members: It was reported that the reduction in Membership was the best for a number of years (minus 2.11%).

Sponsorship and Donations: It was reported that the Friends of English Bowling had again provided wonderful support and that Bowls England had also benefited from some unexpected 'windfalls' with better than expected funding from Commercial Sponsorship following the hard work of the Development Officer and Office Manager.

Affiliation Fees: It was *recommended* to the Board that there should be no increase in affiliation fee in 2012 as it was determined that sufficient Reserves were available. The 2013 Fees will be reviewed in October 2011 to determine if sufficient Reserves are available to offset any potential 2013 Affiliation Fee increases.

Sport England Self-Assurance Annual Audit: The updated 'rolling 5 year' Financial Plan and the Financial Policy and Procedures requirements were integral parts of the mass of detailed work required when we attained the highest possible 'Green' status. It was reported that Staff and Board Members had been stretched to the limit to meet the requirements of the Audit, but had done so admirably.

Reserves Planning: It was reported that the General Fund Reserves and the monies set-aside for future events has been reviewed in line with the rolling five year' Financial Plan.

Development Loans and Greens Maintenance

Equipment Loans: It was reported that a total of £365,000 is currently on loan to affiliated clubs, with £185,000 available. It was further reported

that £29,000 is currently on loan to affiliated clubs through the Greens Loans Scheme, with £56,000 available.

Finance actions for 2011: It was *resolved* that the Committee will continue to promote the streamlining of processes wherever possible, in order to reduce ongoing overheads. It was further *resolved* that forward planning and safeguarding of funds are high priority items that will receive the Committee's careful attention moving forwards.

Key Performance Indicators: It was reported that work on the 2012 Annual Budget, including Affiliation Fee recommendation, had been completed. It was *resolved* that monitoring and updating of all necessary financial controls, standards, processes and procedures would be ongoing. It was *resolved* to update the Financial Strategy documents by August 2011. It was *resolved* to prepare the Annual Accounts for sign-off by January 2012.

Date of Next Meeting:

Monday 18th April 2011 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;
 International events; Commonwealth Games and World Bowls

Summary of decisions from meeting held in January 2011

Women's 50 Cap Award: Awards will be presented at the 2011 international series and it is estimated that around eight players will be eligible.

Budgets: The actual cost for the internationals held in 2010 was reduced due to additional sponsorship and other funding. **Resolved** to establish set contributions towards mileage and overnight accommodation (when necessary) for trials, squad days and international events. Further **resolved** that mileage from home to venue be paid for events in Wales, either mileage or flight to Scotland, and flights to Ireland and Jersey. Where flights involved it was **resolved** that Chief Executive must approve cost before booking.

World Events: Reported that 2010 Commonwealth Games Performance Co-ordinator John Bell has produced a comprehensive report. Reported that 2011 Champion of Champions will be held in Hong Kong. Reported that Robert Newman and Sam Tolchard won the Hong Kong Classic Pairs, with Robert also winning the singles title. It is expected they will return to defend their titles this year. Natalie Melmore will also attend with one other as she will be competing in the Champion of Champions which is immediately prior to this event. Reported that Atlantic Rim Games will be held in Cyprus in October. Resolved that Managers supply details of proposed preparation programme for these games within allocated budget.

European Games: Due to uncertainty regarding the hosting of the Games in Holland it was **resolved** not to participate in 2011.

Invitation events: Reported that the invitation to attend the Hong Kong Mixed Fours has been declined as only three players expressed an interest in attending. The Jersey invitation attracted a larger response and it was **resolved** that the Team Managers will be asked to contact those interested before selection as the dates clash with the Bowls England Men's National Championships.

International Trials 2011: All trials will be held at Norgren BC in Warwickshire and Rex Hazeldine has agreed to assist the Team Managers.

Men's Junior International Series: Reported that England is hosting the series at the Worthing Pavilion



Club in September 2011.

World Bowls Strategic Review: Reported that John Bell has accepted the role of Bowls England representative on this working party. **Resolved** that Chief Executive will be line manager. **Recommended** that the Board oversee this work to safeguard the interests of Bowls England.

British Isles Bowls Council: Ken Woodcock from England will become treasurer at the forthcoming AGM. **Recommended** to the Board that the delegates to the BIBC and British Isles Women's Bowls Council (BIWBC) be the Chief Executive and the Chair of International Events.

International Selection: **Resolved** that Team Managers look at the current International nomination forms and give guidance on criteria for nominations. Any changes will be implemented from 2012. Further **resolved** that Team Managers liaise with selectors to check on nominations from their area to ensure they are aware if any omissions have occurred.

Squad/training days: **Resolved** that all managers put forward their individual proposals on how to make the best use of the day for consideration in line with allocated budget.

Test Matches: Managers were told that there was a sum of money available for test matches and they were requested to produce a three year programme for development, the time frame being concurrent with their appointments.

Team managers reports: It was **resolved** that the report submitted by the Women's Junior Team Manager on the 2010 Series be used as a template, and that Team Managers could hold debriefings with players when necessary. Further **resolved** to have a meeting of the committee with the Team Managers annually.

Date of Next Meeting: Tuesday 5th April 2011 at Royal Leamington Spa.

MEMBER SERVICES

Committee Responsibilities:

Annual Conference; Commercial & Marketing; National Yearbook; News-sheets; Merchandise; Tented Villages; Greens Maintenance; Website; National Archives; Civil Liability Insurance; Mail-outs.



Summary of report to Board Meeting in February 2011

As no meetings of the Member Services Committee have been held since the last issue of County News, this is a summary of the report to the Bowls England Board in February 2011 by the Chair of Member Services and decisions made.

Annual Conference: The Agenda for the 2011 Conference was presented to and approved by the Board. Two forms will be available to delegates – a feedback form for their views on the day and also a card to give people the opportunity to write down a question for the panel, as it is felt that some delegates do not like to ask questions from the floor.

Merchandise: New items will be available for sale this year. The Board approved money to make the transactions by members more secure against hackers.

Bowls England Yearbook: The response from Counties to meet the deadline of 14th December was much better this year. This enabled the County portion of the Yearbook to be completed on time, which helped ensure that the Yearbook went to the printer on schedule.

It is recognised that improvements can be made to the County pages and for 2012 the Committee has unanimously agreed on a new format for each Club, which will include a web address where supplied, though it is recognised that there is a need to keep club details to three lines.

Useful Information to Clubs: This has almost been completed, but we have to make a few further changes to the Volunteer's Handbook. These will be sent to Clubs in the Annual Mailout.

Civil Liability Insurance: Sutton Winson is now the official provider of Civil Liability Insurance for Bowls England. Training has been undertaken by appropriate Bowls England Staff with Sutton Winson. The 'Frequently Asked Questions' have been updated on the website to show the change and there will be a presentation at the Annual Conference. Further negotiations are underway with Sutton Winson to provide a more complete service to clubs and counties. One major change is that all affiliated clubs who take out this insurance will

ensure their members are covered against abuse charges, until it becomes a criminal offence.

Annual Mailout: Information will be distributed to clubs and counties in April.

Archiving: The Bowls England Archivist has completed her research for photographs of the past EWBA Junior and Senior Internationals.

Website: Bowls England Staff carried out a review of the site content as part of the staff training session in December, and have updated content where appropriate. Additional updates will be completed following the Bowls England AGM in February 2011.

Date of Next Meeting:
22nd March 2011 at Royal Leamington Spa.

POLICY & MANAGEMENT

Committee Responsibilities:

Articles, Rules & Regulations, Achievement Award, Associate/Associated Membership, Logo/Colours, Celebration Matches, Annual General Meeting, Annual Dinners, Anti-Doping Policies, Children & Vulnerable Adults, Equal Opportunities, Gender Issues, Life Membership, Health & Safety



Summary of decisions from meeting held in February 2011

Safeguarding Children and Vulnerable Adults:

Resolved that any further action on the matter be deferred until a definitive decision on the introduction of a scheme is made by the Government. In addition, **resolved** that Bowls England will only undertake CRB clearances and checks for affiliated members of affiliated outdoor bowls clubs.

Presidential Team Protocol: **Recommended** to the Board that consideration be given to incorporating responsibility for Presidential Team Protocol in the duties of the Vice Chair of the Board. In the meantime the Chief Executive be authorised to oversee the updating and amendment of the protocol document in consultation with the Presidential Team. **Resolved** that proposed changes to protocols for Presidential Team at National Championships be referred to the Competitions Committee for consideration. The Committee reaffirmed its decision to allow County Uniforms to be worn at the Women's National Championships.

Certificate of Merit Awards: **Resolved** that Counties be prompted to nominate suitable candidates for the award at every opportunity.

Articles of Association: **Recommended** to the Board that approval be given to the submission of the revised Articles of Association to the EGM of Bowls England in November 2011. Further **resolved** that the Articles of Association be amended to provide for all Bowls England elections to be undertaken by postal vote and that the current system of elections should remain in place.

Review of Associated Membership: **Resolved** that the paper be received and that the Member Services Committee be asked to review this topic given that areas raised included insurance and communication. Also **resolved** that the Committee Working Group considers further other issues raised during the consultation.

Disciplinary Regulations: **Recommended** to the Board that, as part of the review of the Rules and Regulations, the Disciplinary Committee be tasked with the review of Regulation No.9 in view of their expertise in this field. Further **recommended** to the Board that it becomes a condition of membership of Bowls England that all County Associations and Clubs adopt the Bowls England Disciplinary procedures as defined in Regulation No.9.

Review of Rules and Regulations: **Resolved** that the review process will look at the rights and privileges of membership categories and the mechanics for reducing the committee structure. Further **resolved** that Members Services Committee be asked to review the introduction of a membership scheme. **Resolved** that Mary Trevennen be co-opted onto the Committee's Rules and Regulations Working Group. **Resolved** that proposals regarding membership from Somerset BA be considered as part of the Review.

Model Constitution for Clubs: **Resolved** that no changes be made to the Model Constitution. **Resolved** that Development Officer be asked to issue general advice to clubs on charitable status and CASC.

Bowls England Presidential Matches: **Resolved** that the Chair and Chief Executive (or his nominated officer) determine all procedural matters so far as Presidential Matches are concerned. Further **resolved** that only those nominations for matches which are submitted through Counties and meet the criteria of such process will be considered to play.

Applications for Associated Membership: **Resolved** that applications from Salisbury and District BA, Northumberland Bowls Coaching Association and West Cornwall Bowls League be confirmed.

Key Performance Indicators: **Resolved** that the following amendments be made to the Committee's Key Performance Indicators;

- Vetting and Barring Scheme (Summer 2011)
- Articles of Association (EGM November 2011)
- Rules and Regulations (AGM February 2012)
- Review of Associated Membership (2012)

Playing Non-Affiliated Clubs: **Resolved** that Chief Executive contact Bowls England's insurers for more advice and that the matter be discussed in more detail at the Annual Conference.

Date of Next Meeting:

Tuesday 29th March 2011 at Royal Leamington Spa.