



Appendix Two Bowls Leicestershire Constitution Ladies Section Rules

1. OBJECTIVES

The objectives of this Section of the Bowls Leicestershire (abbreviated to BL) Constitution shall be to manage and control the bowling activities for the BL Ladies Section:

- 1.1 To hold county rounds of National Championships as defined in and in accordance with BE Regulation 50.
- 1.2 To hold other County Competitions that BL deems fit and proper, in accordance with the BL Ladies Championships and Competitions Rules.
- 1.3 To enter and play in National Inter-County Competitions (Johns Trophy, Walker Cup and Amy Rose Bowl).
- 1.4 To arrange and play Inter-County matches.
- 1.5 To participate in the Middle England League.

2. MEMBERSHIP

Membership is open to the Ladies Sections of bowling clubs affiliated to BL and Bowls England (abbreviated to BE).

3. LADIES COUNCIL

- 3.1 The affairs of the Ladies Section shall be managed by the Ladies Management Committee under the guidance of the Ladies Council which shall meet as frequently as it considers necessary in order to efficiently conduct the business of the Ladies Section.
- 3.2 The Council shall consist of the following members:
President, Senior Vice-President, Junior Vice-President, Ladies Secretary, Ladies Assistant Secretary, Ladies Treasurer, Ladies Competitions Secretary, Ladies Match Secretary, Immediate Past-President, Ladies Benevolent Secretary and one elected Delegate from each affiliated club and Honorary Life Members.
- 3.3 **Elected Officers of the Ladies Council**
 - a. The positions of President, Senior Vice-President, Junior Vice-President & Immediate Past-President shall be progressive.
 - b. Ladies Secretary, Ladies Treasurer, Ladies Competitions Secretary, Ladies Assistant Secretary, Ladies Match Secretary and Ladies Benevolent Secretary.
 - c. One nomination for Junior Vice-President may be submitted from an affiliated Club, any nominations shall reach the Ladies Secretary not later than 30th September.
- 3.4 **Other Elected Members of the Council**
 - a. Four Area Secretaries
 - b. Selection Secretary & Four Selection Committee Members
- 3.5 **Voting Members of Council**
 - c. The Officers duly elected at the BL Annual General Meeting.
 - d. Ladies County Past Presidents for two years only after leaving office.
 - e. Life Members of the Leicestershire Ladies County Bowling Association.
 - f. Ladies Section Life members of Bowls Leicestershire.
 - g. One Delegate from each Affiliated Club



Appendix Two
Bowls Leicestershire Constitution
Ladies Section Rules

3.6 Non-Voting Members of Council

The following shall have the right only to attend all Section Council Meetings: Area Secretaries, Selection Committee Members & Co-opted Members.

3.7 Powers & Duties of the Council

The Section Council shall:

- h. appoint the Ladies Management Committee;
- i. appoint the Ladies Selection Committee;
- j. Provide guidance to the Ladies Management Committee on Ladies bowling matters.

3.8 30% of members present at a Ladies Council meeting shall constitute a quorum.

3.9 The Ladies Secretary must provide a list of approved nominations for the Ladies President and all Ladies Officers to the Administrator not later than 15th October for inclusion in the BL AGM notification package.

3.10 The President, Senior and Junior Vice Presidents, Ladies Secretary, Assistant Secretary, Ladies Match Secretary, Ladies Competitions Secretary, Ladies Treasurer and Ladies Benevolent Secretary shall be elected at the Bowls Leicestershire Annual General Meeting in each year. Only Delegates (or their deputies) representing Ladies or Mixed Clubs shall be eligible to vote.

3.11 On completion of her year in office the President shall automatically become Immediate Past President and a member of the Management Committee for one year.

3.12 All Honorary Life Members of the BL Ladies Section and the Leicestershire Ladies County Bowling Association, whether appointed delegates or not, shall have full voting powers at all Ladies Council Meetings.

4. LADIES SECRETARY

The Ladies Secretary shall call all Meetings of the Ladies Council and give 14 days' notice to Club Secretaries of all Meetings. The Ladies Secretary shall keep a record of all business transacted at meetings and shall provide them to any Delegate, if requested.

5. LADIES MANAGEMENT COMMITTEE

5.1 At the BL AGM, which will normally take place in standard week 46, the Council may elect up to four Members of the Section who, together with the officers specified in Clause 3.4 above, shall constitute the Management Committee. The Management Committee shall meet on at least four occasions each year to conduct and manage the bowling business of the Section.

5.2 Nominations for Officers and Committee members must be made to the Ladies Secretary by no later than 30th September. Clubs may nominate one member for each/any Officer position; however, they may not nominate more than one member for the same Officer position. Only one nomination for Committee Members is allowed from each affiliated Club.

5.3 An affiliated club may only nominate a person for one Officer's position in any one year, however, if elected, they may also be co-opted into another Officer's position in the event it was not filled at the AGM or has become vacant during the year.

5.4 The Ladies Management Committee may co-opt additional members during the year to fill vacant positions or provide specialised expertise as required.

5.5 The Bowls Leicestershire Administrator will have a non-voting position on the Ladies Management Committee irrespective of their gender.



Appendix Two Bowls Leicestershire Constitution Ladies Section Rules

DUTIES OF THE MANAGEMENT COMMITTEE

The duties of the Ladies Management Committee shall be to control and manage all aspects of Ladies bowling within Leicestershire and Rutland. This will include all Ladies County Competitions and Ladies representative matches. It will also be responsible for informing and assisting clubs regarding amendments to Regulations/Rules or directives issued by BE.

The Management Committee shall:

- 6.1 Appoint an Emergency Sub-Committee consisting of the President, Ladies Secretary, and Ladies Competition Secretary together with two other members of the Management Committee to deal with urgent matters. The Emergency Sub-Committee shall have full powers to act on behalf of the Section, provided that it reports its actions to the full Management Committee at the earliest opportunity;
- 6.2 May appoint a Team Manager whose duties will be determined by the Management Committee and set out in a contract approved by the Management Committee;
- 6.3 May appoint an Under 31s Team Manager whose duties will be determined by the Management Committee and approved by the Management Committee;
- 6.4 Nominate the BL Ladies Section Benevolent Fund Secretary for approval at the BL AGM.
- 6.5 Appoint, from the membership of the Management Committee, the delegate to the Middle England League;
- 6.6 Appoint representatives to the BL Executive Board.

6. POWERS OF THE MANAGEMENT COMMITTEE

- 7.1 The Management Committee shall have control over all Ladies Bowling affairs within Leicestershire including competitions, representative matches and presentation ceremonies, etc.
- 7.2 The Management Committee shall have power to fill any vacancy arising amongst its Officers and Members of the Committee during the year.

7. THE LADIES TREASURER & FINANCE

- 7.1 All levels of Capitation Fees, Competition Fees, and Match Fees are set by the BL Board on an annual basis.
- 8.2 The Ladies Section Treasurer shall prepare an annual budget which shall be submitted to the BL Board indicating the level of funds required for the year ahead. When the budget is agreed, such funds will be transferred to the Ladies Section's bank account. Any additional funds required during the year will be drawn down from the BL Account after the presentation of an "additional budget request" has been agreed by the BL Executive Board. Any excess funds remaining at the end of the financial year and shown in the Section's year-end statement of accounts will be off-set against the following year's budget allocation request.
- 8.3 The financial year of the Section shall close on the 30th September.
- 8.4 The Ladies Section Treasurer shall maintain a bank account in the name of the Section. Signatories to the bank account shall be two specifically nominated members of the Management Committee, one of whom must be the Ladies Treasurer. One from two signatories shall be required to effect payments. The Ladies Section Treasurer shall report on the financial affairs of the Section to the Ladies Management Committee and the BL Treasurer.



Appendix Two Bowls Leicestershire Constitution Ladies Section Rules

- 8.5 The Ladies Section Treasurer shall submit a statement of Income and Expenditure, and Balance Sheets, at the end of the financial year to the BL Treasurer for inclusion in the Financial Account to be submitted to the BL AGM.

8. LADIES SELECTION COMMITTEE

- 9.1 At the BL AGM, four members shall be elected, one representing each area (preferably their own area) to serve on a Ladies Selection Committee who, together with the Ladies Competition Secretary and Ladies Secretary and Chaired by the Ladies President, shall select teams to play in County Friendly Matches, National Competitions, Johns Trophy and Middle England League.
- 9.2 The Club Proposing a candidate for election to the Selection Committee must obtain the consent of the nominee. Only one nomination is allowed from each affiliated Club. Nominations must be received by the Ladies Secretary by no later than the 30th September.

9. DUTIES OF THE LADIES SELECTION COMMITTEE

The Selection Committee shall:

- 9.1 Invite players to represent Leicestershire in National Trophy games and other Competitions that may arise from time to time, and select players for Middle England League and Inter-County Friendly matches who make themselves available for selection. The County Ladies Section will maintain a Players Points Record to be used for Selection purposes. Players awarded 2 or more County points will qualify for a County Game. Players awarded 1 County point will be considered for a County Game.
- 9.2 County points will be awarded to players on reaching the quarter-final stages onwards of all County Competitions, 8 points to the winner, 6 points to the runner-up, 4 points to losing semi-finalists, 2 points to losing quarter-finalists. In the BE National Competitions: Senior Singles and Senior pairs – 2 points to the Leicestershire winner and 1 point to the Leicestershire runner-up. County points shall be awarded to all players reaching the quarter final stages onwards of the Unbadged 4 wood singles, the Champion of Champions and the 2 wood Triples – 4 points to the winner 3 points to the runner-up, 2 points to the losing semi-finalists, 1 point to losing quarter-finalists. Substitutions in Championship quarter finals – 1 point if a game is won, no points if the game is lost. Substitutions in semi-finals onwards – points as above shall be split between the substitute and the substituted player.
- 9.3 Wild Cards: Clubs are allowed to nominate up to 2 players for an Inter-County Friendly match. Such players must have taken part in county competitions in the previous season. The game will not count towards a county badge.
- 9.4 Add any further names where exceptional circumstances or playing abilities merit inclusion in the County Teams.

10. PLAYER AWARDS

11.1 Full County Badge

In order for a player to receive her Full County Badge she must either:

- k. Have played in a minimum of three Inter-County games (excluding games played on the County Tour) over a period of at least three years or;
- l. Reach and play in the BE National Championships Competition excluding Junior Championships.
- m. Be selected and play in at least 5 Johns Trophy or Walker Cup matches or;



Appendix Two Bowls Leicestershire Constitution Ladies Section Rules

n. Be elected to and serve in the Office of President of the Ladies Section.

11.2 Johns Trophy Badge

In order to obtain her Johns Trophy Badge a player must have played in a minimum of five full Johns Trophy Matches.

11.3 Junior Player Flash

In order for a Junior Player to obtain a Junior Flash she must reach and play in Nationals in the Junior Championship competitions.

11. LADIES COUNCIL MEETINGS

- 12.1 The Ladies Council shall meet as frequently as it considers necessary in order to conduct efficiently the business of the Section. This would normally be at least twice a year, once during March prior to the start of the season and again in July.
- 12.2 Additional meetings may be called at any time by the Ladies Management Committee or an Affiliated Club (with the support of two other Affiliated Clubs). If an Affiliated Club wishes to call a Ladies Council Meeting, they must write to the Ladies County Secretary stating the reason for the Meeting. The letter requesting the Meeting must be signed by the Club Secretary and the Secretaries of the two supporting clubs.
- 12.3 Fourteen days' notice of such a Ladies Council Meeting shall be given to all Affiliated Clubs and members as specified in Clause 3.1.
- 12.4 Any member of an Affiliated Club may attend and speak at a Ladies Section Council but only Delegates, Officers, Past Presidents (Life Members), and Ladies Section Honorary Life Members shall have the right to vote at such Meetings.

12. UNIFORM

The BL Ladies Section and its Affiliated Club Members shall adhere to the dress code rules laid down by BE and/or BL.

13. AMENDMENT OF THE LADIES SECTION RULES

To ensure BL remains consistent after Unification, amendments to Section Rules will require ratification by the BL Board. Any rule amendment required by the Ladies Section which is gender specific and does not affect the Men's Section Rules or the Constitution may be ratified at a regular Board Meeting, however, any amendment which affects the whole County will need to be approved at the BL AGM or a BL SGM.

- 14.1 A copy of these Rules shall be sent to the Club Secretary of each Affiliated Club.
- 14.2 Proposed amendments to these Rules shall be made only at a Ladies Council Meeting. Where a Ladies Council meeting is convened for such purpose, 28 days written notice of the terms of any such proposed amendments or additions shall be given to the Ladies Secretary who shall specify in the notice of business for such meeting the amendment or addition proposed.
- 14.3 Any proposed amendment which is passed at a Ladies Council Meeting will be put forward at the next scheduled BL Board Meeting for ratification. Where the proposed amendment affects either the Constitution or the Men's Section Rules it will be scheduled for approval at the next AGM or a SGM.
- 14.4 No amendment of any part of these Rules shall be allowed unless two thirds of the membership eligible to vote and present at such Ladies Council Meeting, shall vote in favour of such amendment. Only Ladies Section Officers, Honorary Life Members, Life Members, and Delegates representing Ladies or Mixed Clubs shall be eligible to vote.