

These proposed changes to the constitution are mainly to improve the duty of care of the Association to its members.

Summary of main changes

The current constitution and disciplinary process is specifically for male bowlers under the direct control of the Association. These changes encompass everyone involved with bowls from players to spectators and will allow the Executive to take proactive measures for the good of the game and its members. Member clubs have a part to play in this, they must agree to procedures for clubs communicate any Code of Conduct or Safeguarding issues they have to the Executive. These changes do not mean that the County Exec will carry out disciplinary procedures for clubs but that incidents across clubs can be recorded, monitored and will be acted upon if repeat offences are being committed. The Association's Code of Conduct will be brought in line with all the other bowling associations and member clubs must agree to implement this code of conduct at their clubs. They must also agree to follow the EIBA Safeguarding procedures. The Association's Safeguarding Officer will oversee this policy. There are 2 other major changes to the Disciplinary and Appeals process. Anyone making a complaint will no longer be made to put the complaint in writing. Any complaint can be made with full anonymity. Also Following a disciplinary penalty made by the Association, the offender has the option to make an appeal which will now be at an Extra Ordinary meeting where members will be able to decide if the penalty is justified or not.

Constitution

The Association shall be called: "THE DURHAM COUNTY INDOOR BOWLING ASSOCIATION"

1. OBJECTS

The objects of the Association shall be:

1. To uphold the good name of the English Indoor Bowling Association.
2. ~~To promote, foster and safeguard the amateur game of indoor bowls for men in the County of Durham as laid down by the rules of the E.I.B.A.~~
To promote, foster and safeguard the amateur game of indoor bowls as laid down by the rules of the E.I.B.A
3. To ensure a duty of care to all members of the Association
4. To induce clubs to maintain their greens in perfect condition.
5. To arrange inter – county and other matches and competitions as considered desirable.
6. To act as arbitrators in all differences referred to it by or among affiliated clubs or members and to refer when desirable matters of law and practice to the E.I.B.A.
7. To promote and organize the game of indoor bowls for all ages in the County of Durham.

2. MEMBERSHIP

1. Membership of the Association shall be open to indoor bowls clubs and clubs with indoor sections in the County of Durham which are currently in affiliation to the E.I.B.A. The County boundaries of Durham shall be those in force as at 1st April 1965.
2. No club playing or intending to play on private, municipal or other greens on which an affiliated club or clubs is or are playing shall become affiliated until the existing club or clubs using the said green is or has been consulted by the Association and the opinion of the Association has or have offered no bono fide objection to its affiliation.
3. All affiliated clubs are expected to give reasonable facilities for the holding of competitions promoted by the EIBA and this Association. Clubs playing on municipal or other greens should possess a permit from the municipal or other authority allowing them the use of the rinks for international, national or other competition purposes.

4. Application for affiliation should be made to the Hon. Secretary and shall be accompanied by a list of office bearers together with the address of the Hon. Secretary and Treasurer and copy of club rules.
 5. The Secretary of each club shall forward to the Secretary of the Association, particulars of his club on the approved form, not later than 1st August in each year.
 6. It shall be within the power of the Association at the A.G.M. to elect Honorary Life Members of the Association for special services rendered to the game and this Association in particular.
 7. Indoor bowls clubs and clubs with indoor sections who are affiliated to the E.I.B.A. but are not within the County boundaries of Durham may apply to be Associate members of D.C.I.B.A. The application shall be presented at the AGM and a two-thirds majority shall be required for acceptance.
 8. Associate members may take part in the leagues and Champion of Champions Competitions.
 9. Associate members are allowed to attend the AGM up to and including the item on the agenda where the presentation of trophies and awards are made.
 10. Associate members shall not have any voting rights whatever on any matter which comes under the jurisdiction of D.C.I.B.A.
 11. As members of the Association clubs agree to it holding data under the European Data Protection Law
 12. As members of the Association clubs must follow EIBA Safeguarding procedures, agree to follow the Associations Code of Conduct and have a written disciplinary procedures.
 13. All members Safeguarding systems and Codes of Conduct need to reference and operate in conjunction with the Association. The Association will ensure there is a process for recording the range of incidents, concerns and referrals across the county and for storing these securely in line with legislation.
3. **SUBSCRIPTIONS**
1. Affiliated and Associate member clubs shall pay an annual subscription to the D.C.I.B.A. which shall be set each year at the AGM.
 2. The subscription shall be paid not later than the 1st August in each year.
 3. Clubs failing to pay the subscription by 1st August in each year shall forfeit all rights and privileges of membership until the whole of the arrears have been paid.
4. **ADMINISTRATION**
1. The affairs of the Association will be conducted by the Executive Committee consisting of:
 - a. President
 - b. Vice President
 - c. Honorary County Secretary
 - d. Honorary Treasurer
 - e. Honorary Assistant/Competition Secretary
 - f. Honorary Juniors Secretary
 - g. Honorary Seniors Secretary
 - h. Hon Select Secretary
 - i. County Safeguarding Officer
 - j. Liberty Team Manager
 - k. Committee members
 - l. Honorary Life members
 - m. Junior Development Officers

2. The Executive Committee shall have power to give notices of motion or make recommendations to the AGM and fill any vacancy arising among Officers during the year.
 3. The Executive Committee shall meet as often as the business of the Association demands.
5. **HONORARY SECRETARY**
 Honorary Secretary shall keep a record of all business transacted at all meetings and shall submit a report to the AGM.
6. **HONORARY TREASURER**
1. Hon Treasurer shall render to the AGM a precise account of the receipts and expenditure for the year ending 31st March, audited and signed by two members who shall be elected at the AGM.
 2. Copies of the Annual Report and statement of receipts and expenditure shall be sent to all affiliated clubs and also to the EIBA fourteen days before the AGM
7. **ANNUAL AND OTHER GENERAL MEETINGS**
1. The AGM shall be held in April/May each year. The notice and agenda of this meeting shall be sent to each club at least 14 days before the date of the meeting.
 2. Each affiliated club shall be entitled to send one or more delegates to the AGM as determined by its number of male bowling members.
 - a. Up to 100 members: One delegate.
 - b. 101-300 members: Two delegates.
 - c. 301-500 members: Three delegates.
 - d. Exceeding 500 members: Four delegates.
 3. Any member of an affiliated club may attend the AGM and other General Meetings and take part in the business but only Officers of the Executive and Delegates shall be allowed to vote and act. Each Officer of the Executive and each Delegate is allowed one vote.
 4. Notices of Motion must be submitted by the Executive Committee or any affiliated club to the Honorary Secretary by 31st March.
 5. A Special General Meeting shall be called if so determined by the Executive Committee or on the requisition of not less than four affiliated clubs. Fourteen days' notice shall be given before calling a Special General Meeting. Such notice shall specify the purpose for which the meeting has been called and no other business shall be transacted at that meeting.
 6. Election of President – The President will be elected annually at the AGM for a two years' term and is eligible for re-election for a maximum of TWO consecutive terms of office. (After his second term the retiring President becomes eligible for election to the position of Vice President).
 7. Election of Officers – **Other than the President and the Vice President all other members of the Executive will be elected annually at the AGM and are eligible for re-election.** ~~Officers The following positions will be elected annually at the AGM and are eligible for re-election:~~
 - a. ~~President (for a term of two years).~~
 - b. ~~Vice President (for a term of two year)s.~~
 - c. ~~Honorary Secretary~~
 - d. ~~Honorary Treasurer~~
 - e. ~~Honorary Assistant/Competition Secretary~~
 - f. ~~Junior Development Officer~~
 - g. ~~Seniors Secretary~~
 - h. ~~Select Secretary~~

- ~~8. Election of Liberty Team Manager—The Liberty Team Manager will be elected at the AGM for a term of three years and will be eligible for re-election after 3 years.~~
- ~~9. Election of District Selectors—Four selectors, one from each district will be elected annually at the AGM. The Hon. Secretary shall send to all clubs a proposal form for the nomination of selectors. All nominations for selectors are to be returned to the Honorary Secretary by the 31st March. On receipt of the nomination forms the Honorary Secretary shall compile and put forward a list of all nominations to clubs at least two weeks prior to the AGM. At the AGM delegates for the districts concerned shall hold a vote if more than two nominations are received. Should no nominations be received where a vacancy exists nominations can be made at the Meeting and voted on by the districts concerned.~~
- ~~District One: Gateshead & Stanley; District Two: Hartlepool & South Shields; District Three: Durham, Ferryhill & Houghton; District Four: Darlington, Gt Aycliffe & Shildon.~~

8. STANDING ORDERS

The Standing Orders applicable to a General Meeting of the E.I.B.A. shall apply to all meetings of the DCIBA

9. THE EXECUTIVE COMMITTEE IN APPEAL

1. The Executive Committee shall be empowered to adjudicate upon any disputes referred to it, arising between or among Affiliated clubs, as to the meaning or interpretation of any of the rules, bye-laws, regulations and conditions, or any matter of practice, policy or complaint which it shall hold to be within its jurisdiction.
2. The subject of reference or appeal must be stated in writing to the Honorary Secretary, who shall call on the Executive Committee to deal with the matter.

10. SEVERANCE OF MEMBERSHIP

The Executive Committee after due investigation of the facts and, if need be, the examination of witnesses and relevant evidence, have the power to suspend any club or member from membership of the Association.

11. CONDITIONS OF PLAY

The Laws of the International Indoor Bowls Council shall apply to indoor games. Clubs may make modifications in these laws as may be necessary to meet special local conditions provided that such modifications are reported to and approved by the Executive Committee and are published for the information of members and visiting players.

12. COMPETITIONS

The Executive Committee shall have entire control of the Inter County Matches and Competitions, and may select teams for the former and draw up rules for the latter, or may delegate such powers to Sub-Committees appointed by them for that purpose.

13. SELECTION COMMITTEE

- ~~1. The Selection Committee will consist of Officers of the Executive Committee and District Selectors.~~ **The Selection Committee will consist of a minimum of four Officers of the Executive Committee**
- ~~2. There shall be a quorum when at least four members of the Selection Committee which must include three Executive representatives are present.~~

14. ALTERATION OF RULES

1. Alterations of or additions to any of the foregoing rules shall only be made on a proposition by a club or clubs or the Executive Committee at the AGM or a Special General Meeting convened for that purpose.
2. In the case of a Special General Meeting 14 days' notice of the meeting shall be given by the Honorary Secretary of the Association to those entitled to attend the meeting setting out the proposed alterations or additions to the rules.

3. A proposal for alteration of the Constitution or Rules shall be deemed to have been passed at any General Meeting when a majority of the votes cast support it.

15. DISSOLUTION

1. If at any General Meeting of the Association, a resolution is passed calling for the dissolution of the Association, the Hon Secretary shall immediately convene a Special General Meeting of the Association to be held not less than one month thereafter to discuss and vote on the resolution.
2. If at that Special General Meeting, the resolution is carried by at least two-thirds of the Full Members present at the meeting, the Executive Committee shall thereupon, or at such a date as shall have been specified in the resolution, proceed to realise the assets of the Association and discharge all debts and liabilities of the Association.
3. After discharging all debts and liabilities of the Association, the remaining assets shall not be paid or distributed amongst the Full Members of the Association but shall be given or transferred to some other voluntary organisation having objectives similar to those of the Association.

16. CODE OF CONDUCT

1. These standards apply to everyone involved with the sport where actions are liable to bring the game of bowls, the Association or the EIBA into disrespect. This includes staff, officials, coaches, volunteers, players, young players, spectators, parents and carers
2. Inclusion—This Code of Conduct relates to all events under the direct control of the Durham County Indoor Bowling Association.
3. Administration – The Executive Committee will be responsible for administering the Code of Conduct. The Bowls Development Alliance Code of Conduct shall be applied and be constructed as the Code of Conduct for the Association. The Association expect all persons to meet these standards including:
 - a. Code of Conduct for Club and County Association's staff and volunteers.
 - b. Code of Conduct for coaches
 - c. Code of conduct for players
 - d. Code of Conduct for young players (under 18)
 - e. Code of Conduct for spectators including parents and carers
4. Code of Conduct –The Bowls Development Alliance Code of Conduct (3 pages) will be linked via the DCIBA website
5. Anti-Doping Rules – The UK Anti-Doping rules shall apply and be constructed as the rules of the Association – The UK Anti-Doping rules will be linked via the DCIBA website.
6. Acceptance – Taking part in any event under the direct control of the Association is deemed to carry acceptance of this Code of Conduct.
7. Range – It covers a player's behaviour and conduct before, during and after events including any action liable to bring the game of bowls or the Association into disrepute.
8. Abuse to a Person – A player shall not abuse in any way whatsoever, any other person during the course of a game use foul language or publicly show disrespect of officers or officials.
9. Abuse to Equipment – A player shall not cause wilful damage to any equipment whatsoever during the course of a game.
10. Gambling – No player or official participating in an event organised by the Association, shall engage in gambling or betting on any game played during the course of that event.
11. Drug and Alcohol Abuse – No player shall cause himself to become unfit to play through drug or alcohol abuse during the course of any event organised by the Association.

12. Mobile Telephones — The use of Mobile Phones (in both acoustic and text messaging modes) by any player during the course of a game organised by the Association will not be permitted.
13. Other areas — Action may also be taken against players failing to appear and be ready to play at times pre-arranged by the Association or to wear acceptable standard of dress.
14. Method of Reporting – . All complaints relating to this Code of Conduct should be reported in writing to the County Secretary or an Executive Committee member within 7 days of the alleged incident and shall include full information, time and date and also details of any witnesses' names and addresses. The complainant must be prepared to be interviewed by the Executive Committee. Any complaints relating to the Code of conduct should be reported to the County Safeguarding Officer or a member of the Executive within 7 days of the incident, preferably with full information, time and date and also the details of any witnesses. The complainant may remain anonymous if they prefer.
15. The Executive must follow the Discipline and Appeals Procedure including the following:-
 - a. The Initial Inquiry
 - b. The Hearing
 - c. The Appeal ProcedureThe EIBA D&A Procedure will be linked via the DCIBA website
16. Procedure — The Executive Committee (with powers to co-opt members as appropriate) shall fully investigate all alleged breaches of the Code of Conduct and decide on appropriate action. The decision of the Executive Committee will be conveyed in writing to the player concerned
Procedure – The Executive Committee (with powers to co-opt members as appropriate) shall fully investigate all alleged breaches of the Code of Conduct in line with the EIBA Discipline and Appeals Procedure and decide on appropriate action. The Executive is authorised to apply penalties in the form of a warning (verbal or written), temporary suspension or even expulsion.
17. Action — No action may be taken by the Executive Committee against any player until after the player concerned has first been advised of the complaint made against him and been interviewed.
18. Appeal – This is an essential part of a disciplinary procedure and the offender must be advised of their rights regarding this. Any request should be made in writing within 14 days to the Honorary Secretary and should include the basis of the request (eg new evidence or information or unreasonable disciplinary action for the offence committed) If the appeal is accepted for consideration by the Executive an Extra Ordinary Meeting must be called and the Association members would then consider the case. The offender can be represented and has the opportunity to put their case forward at this meeting. The members have the option of confirming the decision of the Executive or changing it as they see fit.
A player who wishes to appeal against the decision of the Executive Committee may do so by giving notice in writing to the County Secretary within 14 days of the decision having been made. Appeals will be considered by the Executive Committee and the player will have the option to be present and if desired be accompanied.
19. Penalties — The Executive Committee is authorised to apply such penalty as it considers appropriate.

~~20. EIBA – Following the decision of the Executive Committee a player has a right of appeal to the EIBA.~~

21. Safeguarding Procedures – The Association will adopt the Bowl Development Alliance Safeguarding Policies and guidelines including ;-

- a. Safeguarding Children in Bowls
- b. Safeguarding Adults in Bowls
- c. Anti-Bullying Policy

All 3 policies will be linked via DCIBA website