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Definitions

In these rules and regulations the following words and expressions shall, unless the context otherwise requires, bear the following meanings:

'Administrator' means the individual Affiliated Member nominated within each County Association as the primary point of contact between that County Association and Bowls England. The applicable County Association shall be entitled to change its Administrator at any stage upon the provision of written notification to Bowls England.'

'Affiliated Member' means any bowler who is an affiliated member of a club affiliated to any of the County Associations;

'Annual General Meeting (AGM)' means the general meeting of the company that takes place annually, where full members may attend, enter debate and exercise their voting rights;

'The Articles' means the Articles of Association of the Company;

'Associate Member' means all those bowling associations and leagues who oversee and play in leagues on a competitive or friendly basis. The membership of Associate Members must comprise of only Affiliated Members;

'Authorised Representative' means the appointed representative(s) entitled to vote on behalf of the County at the Bowls England AGM;

'Board' means the body appointed by the Full Members to be the managing authority for the Company;

'Bowls' means the sport and pastime of flat green outdoor bowls as practised by participants in England in accordance with the Laws of the Sport;

'Chief Executive' means the person engaged by the Company to manage its affairs who is answerable to, and responsible for, implementing the decisions of the Board;

'Clubs' means the designated clubs of each County Association which are affiliated to the company;

'The Company' means Bowls England;

'County Association' means each and any County Association in existence and recognised by the Company;

'County Conference' means a meeting of appropriate County Representatives;

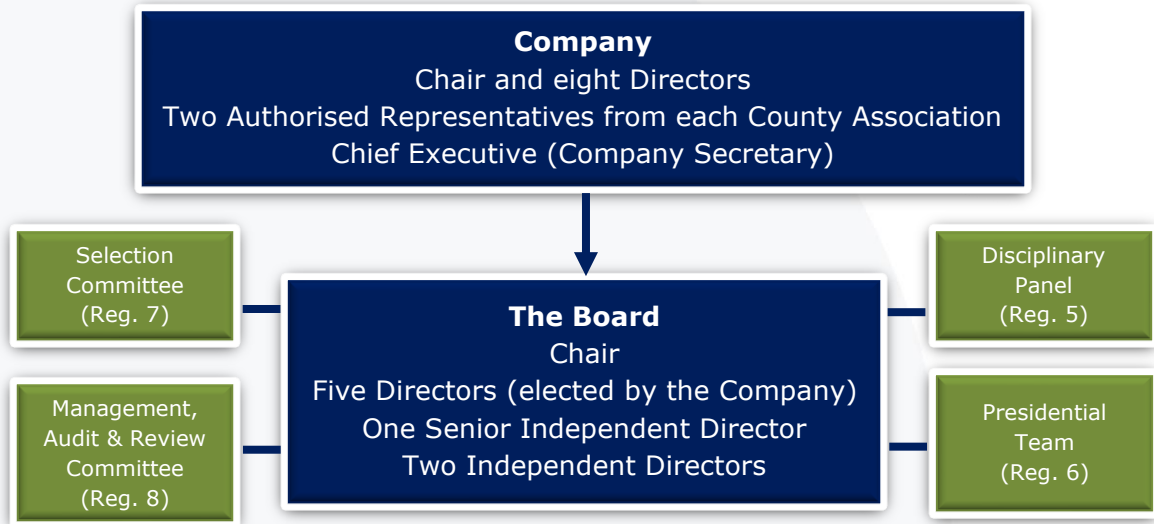


'Director' means a Director of the Company;

'Full Member' means the Directors and the County Associations who will be represented by their Authorised Representatives;

'Members' means all the County Associations, other organisations and individuals admitted to membership (of any class or category) of the Company whether entitled to attend or vote at General Meetings or not;

Regulation 1: Organisational Charts





Regulation 2: Membership

1. Full Membership

The Full Members (hereafter referred to as Member) of Bowls England shall be the Directors and the County Associations listed in Section 3 of this Regulation each comprising of at least four affiliated Clubs, whose boundaries and rules have been approved by the Company.

2. Applications for Full Membership

Applications by a County Association to become a Full Member of Bowls England shall be made to the Chief Executive.

3. County Associations and Groups

The following are the County Associations identified in groups:

North: Cumbria, Derbyshire, Durham, Lancashire, Lincolnshire, Northumberland, Nottinghamshire and Yorkshire.

East: Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Huntingdonshire, Leicestershire, Norfolk, Northamptonshire and Suffolk.

South: Berkshire, Buckinghamshire, Hampshire, Isle of Wight, Kent, Middlesex, Oxfordshire, Surrey and Sussex.

West: Cornwall, Devon, Dorset, Gloucestershire, Herefordshire, Somerset, Warwickshire, Wiltshire and Worcestershire.

4. Resignation of Membership

No Member shall resign as a member of Bowls England without giving the Chief Executive written notice of its intention to do so. No resignation shall release the Member from any monetary or other obligation to Bowls England.

5. County Associations (Members)

5.1 County Constitutions/Rules and the Bowls England Rules



- a) Each County Association has authority over and responsibility for the administration of the Sport of Bowls within its County.
- b) Each County Association shall have constitutions and/or rules for their own self-government, which must not be in contradiction of the Bowls England Rules and Regulations or Articles of Association. A copy of County Association constitutions and/or rules must be submitted to Bowls England.
- c) Each County Association as a member of Bowls England is bound by and must comply with the Rules & Regulations and Policies of Bowls England, as amended from time to time.
- d) Each County Association will make any necessary changes to its constitutions and/or rules as required by Bowls England, from time to time, to recognise the function of Bowls England as the sole national entity responsible for organising and administering the sport of Bowls of which they are a Member.
- e) Each County shall forward to the Chief Executive a list of affiliated Clubs, not later than the 1st May in each year.

5.2 Responsibility of Membership

All clubs and county associations, must as a qualification of membership adopt and follow:

- a) All policies and guidelines approved by Bowls England. Including but not limited to; safeguarding policies, inclusion policies and anti-doping policies.
- b) All procedures set out in Bowls England Regulation 9, 9A and 9B when dealing with any disciplinary/misconduct issues.
- c) All members shall be deemed to have made themselves familiar with, and agreed to be bound by the UK Anti-Doping Rules and to submit to the authority of UK Anti-Doping in the application and enforcement of the Anti-Doping Rules. The UK Anti-Doping Rules apply to all members participating in the sport of Lawn Bowls for a minimum of 12 months from the commencement of membership, in accordance with Bowls England's Rules & Regulations whether or not the member is a citizen of, or resident in, the UK.
- d) All sanctions, recommendations and/or decisions from the Case Management Panel or National Disciplinary Panel.



e) These requirements shall be included in all Club and County Constitutions.

5.3 Applications for New Membership

No application for the creation of any new County Association, comprising of Clubs from within an existing County Association, shall be granted unless and until the Bowls England Board is satisfied that the creation of such new County is in the best interests of the Sport of Bowls and Bowls England.

5.4 Alterations to Membership and/or Boundaries

Clubs may change their County Affiliation provided that both Counties concerned agree and apply to the Board for approval. In the event of one of the Counties disagreeing, the matter shall be referred to the Board for determination.

6. New Clubs

All new clubs seeking membership of Bowls England must have a minimum of 16 bowling members.

7. Life Membership

7.1 Bowls England, through the Board, may award Life Membership to any person who has rendered exceptional services to the sport of Bowls and/or Bowls England.

7.2 Any nominations to confer Life Membership shall be submitted to the Chief Executive not later than the Monday of Week 36 in any year.

7.3 Any Life Membership shall be conferred at the Annual General Meeting or as appropriate.

8. Honorary Membership

All former Honorary Life Members and Past Presidents of the English Bowling Association and English Women's Bowling Association are recognised as Honorary Members of Bowls England.

9. Rights and Privileges of Membership

In addition to the rights and privileges that may be covered elsewhere in the Articles of Association and the Rules and Regulations, all classes of membership shall benefit from:

Service	Clubs	Individuals	Associate Members
BE e-mails	✓	✓	
Bursaries	✓		
Celebration Matches	✓	✓	
Coach Bowls	✓	✓	
Disciplinary Advice	✓	✓	
Greens Maintenance Advisory	✓		
Health & Safety	✓		
Insurances	✓		✓
Internationals		✓	
Laws of the Sport Advice	✓	✓	
Legal advisory service	✓		
Licensing	✓		
Loans (Greens & Development)	✓		
National Championships		✓	
National Competitions	✓	✓	
Recruitment Advice & Support	✓		
Safeguarding	✓	✓	✓
Tax Advisory	✓		
Umpires	✓		
Website & on-line information	✓		
Youth Development	✓	✓	

10. Membership and Insurance

In the event of any of the membership classes of Bowls England, as defined in the Articles of Association, not meeting the requirements of Bowls England by failing to have appropriate civil and public liability insurance cover as advised/required by Bowls England they must advise and indemnify Bowls England against any action that may be forthcoming as a result of non-compliance in a format prescribed from time to time by Bowls England.



Regulation 3: Election of Directors

1. The Directors of the Company shall consist of the Chair, five Elected Directors, one Senior Independent Director and two Independent Directors which are appointed by the Board.
2. All Directors, with the exception of the Independent Directors, shall be elected in accordance with the Articles of Association.
3. Nominations for Directors must be received by the Chief Executive by the Monday of Standard Week 44.
4. Voting returns for the Election of Directors must be received by the Chief Executive by the Monday of Standard Week 50.
5. The election and appointment of Directors should be informed by the skills and experience required to maintain a well-balanced Board.

Regulation 4: Board Terms of Reference

1. The Board is the ultimate decision-making body of Bowls England. The Directors set our strategy and are responsible for providing strategic decision and oversight.
2. The Board takes responsibility in five key areas:
 - 2.1. Strategy: The Board sets our vision, values, mission and objectives. They ensure that the necessary human and financial resources are in place for Bowls England to meet those objectives.
 - 2.2. Performance: The Chair and Independent Directors regularly assess the performance of the Board and the staff team, ensuring that they meet agreed goals and objectives alongside external Board Assessments.
 - 2.3. Risk: The Board provides leadership of Bowls England within a framework of prudent and effective controls which enable risk to be assessed and managed. Our Directors ensure the integrity of financial information and that the financial controls are robust and defensible.
 - 2.4. People: The Directors are aware of the interests of all stakeholders and will ensure that Bowls England engages effectively with them.”
 - 2.5. Policy: The Directors are responsible for ensuring policies and procedures are in place to ensure the effective management of our sport.
3. The Board Chair acts as Chair at all Company Meetings and shall, in addition to the first vote have a second casting vote at meetings where acting in the capacity of Chair. Other responsibilities of the Chair include:
 - 3.1. Deals with Probity/Integrity of the Board
 - 3.2. Active involvement in selection and appointment of Directors
 - 3.3. Chair Board Meetings, ensuring the proper conduct of Board business including –
 - 3.3.1. Approves Board Agenda
 - 3.3.2. Allows time for important matters to be discussed thoroughly
 - 3.3.3. Encourages and ensure all Directors make a full contribution
 - 3.3.4. Draws together pertinent points to reach well informed consensus
 - 3.3.5. Ensures adequate Minutes are kept
 - 3.4. Establishes, maintains and develops reporting and meeting procedures for the Board and its Committees
 - 3.5. Ensures the Board set frequency, purpose, conduct and direction of meetings
 - 3.6. Ensures the Board assign appropriate tasks and objectives to individual members and agree the working relationships
 - 3.7. Ensures the Board receives the timely information it needs
 - 3.8. Maintains proper focus on the Board’s key role and tasks

- 3.9. Reviews and monitor the Board's effectiveness and conduct an annual performance appraisal of the Board and the members of the Board.
- 3.10. Reviews and monitor the performance of the CEO as required by the Board
- 3.11. Effectively manages any Conflicts of Interest
- 3.12. Promote a culture of openness, debate and constructive challenge among the Board by facilitating the effective contribution of all Directors and ensuring constructive relations between executives and Directors
- 3.13. Act as a link between the Board and executive, particularly the Chief Executive



Regulation 5: Appointment of Committees and Working Parties

1. The Board may appoint Committees, Working Parties and Panels when required.
2. The following Committees shall be established:
 - a) Disciplinary Panel, appointed by the Board
 - b) Selection Committees, established in accordance with Regulation 7
 - c) Management Audit & Review Committee, established in accordance with Regulation 8



Regulation 6: Presidential Team

1. Investiture

The President, Senior Vice President and Junior Vice President shall be formally invested at the beginning of each Annual General Meeting.

2. Nominations for Junior Vice President

2.1 The nomination for Junior Vice President shall rotate by gender annually. Nominations of candidates from the gender which has priority in that year, and only that gender, should be made in writing and signed by the Administrator and Chair of the County Association and sent, together with a detailed CV and application form, to the Chief Executive not later than the Monday of Standard Week 44 each year.

2.2 If no valid nomination for the position of Junior Vice President is received in accordance with the designated gender requirement for that particular year, the nomination process for election to the position will begin again and shall be made in same way as 2.1 and send nominations to the Chief Executive not later than the Monday of Standard Week 49 each year.

2.3 If 2.2 takes place, the opposite gender will have priority in the following year.

3. Election

3.1 Following the nominations process outlined in 2.1, if an election is necessary for the position of Junior Vice President then a ballot shall be undertaken. Voting returns must be received by the Chief Executive by the Monday of Standard Week 50.

3.2 Following the nominations process outlined in 2.2, if an election is necessary for the position of Junior Vice President then a ballot shall be undertaken. Voting returns must be received by the Chief Executive by the Monday of Standard Week 3.

3.3 Where there is an equality of votes between candidates then the Board Chair shall draw lots.

4. Term of Office

The duties of the Presidential Officers shall commence from the commencement of the Annual General Meeting and run until the following Annual General Meeting. The President may be invited to attend Board Meetings without the power to vote.



5. Other Duties

Members of the Presidential Team shall not serve Bowls England in any other capacity during their tenure.

6. Presidential Protocol

All members of the Presidential Team shall follow the protocol guidelines approved by the Board.



Regulation 7: International Selection Committees and International Team Managers

1. Committees

Four selection committees shall be established; Junior International (Men and Women) and Senior International (Men and Women)

2. Composition

Each Selection Committee shall consist of:

2.1 The four Regional Selectors nominated through the County Associations and elected by their respective Regional Group.

2.2 The respective International Team Manager.

2.3 The Performance Director (or person nominated by the Performance Director) shall attend, chair and facilitate all Selection Committee Meetings.

3. Purpose

3.1 To be responsible for selecting International Teams annually and other international representatives as appropriate;

3.2 To assess, monitor and review the performance of players/teams;

3.3 To request, via the Performance Director, the co-option of specialised personnel to provide services as required;

3.4 Team Managers and Regional Selectors shall not be eligible for selection to any Bowls England international team;

3.5 Regional Selectors will attend, by rotation, relevant International Series in a supportive role to the respective Team Manager.

1. Nominations

All Regional Selectors must be affiliated members of Bowls England. Nominations for Regional Selectors must be made in writing, signed by the Administrator of the County Association, and sent together with an appropriate CV to the Chief Executive no later than the Monday of Standard Week 40 each year. Only one nomination should be made



per County Association. Nominations for Regional Selectors may be received from any County Association within the relevant geographical group and supported in writing by the same. In the event of no application being received from a regional group, the Performance Director may co-opt an affiliated member until the next Annual General Meeting

5. Election

5.1 Each selector will serve for three years (subject to recall by the relevant geographical group).

5.2 Elections will be through the County Associations forming the group. In the event of a tie, the Board Chair shall draw lots.

6. Vacancies

Should a vacancy for Regional Selector occur during any year it shall be filled by consensus among the County Associations forming that Regional Group until the following Annual General Meeting, when the position will be added to the rotation list and will be voted on by the County Associations forming that Regional Group. In the event of no application being received from a regional group, the Performance Director may co-opt an affiliated member until the next Annual General Meeting

7. Trials

7.1 County Associations shall be invited annually to nominate players who they wish to be considered for an International Trial.

7.2 The Selection Committee shall be empowered to call any affiliated member for a trial.

8. Players and Officials on Official International Duties

Players selected for Official International Duties, together with personnel on duty with Bowls England teams, must be allowed to play in all rounds of County Championships, leading to the National Championships. This includes international trials and any relevant squad/training days.

9. International Team Managers

9.1 The Performance Director will either be appointed on a four-year term, aligning with the Commonwealth Games cycles, following advertisement and interviews or be



reappointed by the Board for a four-year term. The term and conditions relating to appointment may be altered by the Board in exceptional circumstances.

9.2 The Performance Director will be responsible for recommending to the Board Four International Team Managers; Junior International (Men and Women) and Senior International (Men and Women)

9.3 Each International Team Manager will serve for a period of two years (subject to recall by the Performance Director)



Regulation 8: Management Audit and Review Committee

1. Membership

1.1 The Management Audit & Review Committee shall comprise four members who shall be elected by the Members of each of the four Bowls England geographic groups, plus the Bowls England Senior Independent Director.

1.2 In year one, the East and West Regional Representatives shall be elected to serve for a period of one year.

1.3 In year one, the North and South Regional Representatives shall be elected to serve for a period of two years.

1.4 In all further years, members will be elected to serve for a period of two years.

1.5 The Senior Independent Director will chair and facilitate the Management Audit and Review Committee.

2. Independence and Qualification

2.1 No Board Members or Employees may be elected to the Committee. All Elected Members of the Committee must be affiliated members of Bowls England.

3. Proceedings of the Committee

3.1 The Committee shall meet as many times as is required in order to perform its work, including a maximum of three times per year in person.

3.2 Three Members of the Committee may request a meeting if they consider one is necessary or expedient.

3.3 A quorum shall be the Senior Independent Director plus three of the Regional Representatives of the Committee in attendance.

3.4 Only members of the Committee shall be entitled to attend a meeting of the Committee. Attendance by non-members shall be at the discretion of the Senior Independent Director.



3.5 Members of the Committee may participate in or hold a meeting of the Committee by means of video conference or telephone conference or other similar communication so that all persons participating in the meeting can hear and speak to each other. Participation by such means shall be deemed to constitute presence in person and business so transacted shall be effective for all purposes as that of a meeting of the Committee duly convened and held with such persons physically present.

4. Responsibility and Authority

4.1 The remit of the Committee shall be determined by the Board.

4.2 The Committee will have the responsibility to work with the County Associations and Clubs to gain a better understanding of the current level of Governance at Club and County Level.

4.3 The Committee will make a formal report on the findings of 4.2 and make appropriate recommendations to the Board as necessary.

4.4 The Committee is authorised to, , invite the Chief Executive to attend all or part of a meeting.

4.5 The Committee is authorised to, with the consent of the Chief Executive, invite staff members to attend all or part of a meeting.

4.6 The Committee is empowered to ensure that necessary policies and procedures are in place and appropriately administered to ensure good governance.

5. Voting

5.1 All members of the Committee shall have one vote

5.2 In the event of an equality of votes, the Senior Independent Director shall draw lots

6. Accountability

6.1 The Committee is accountable to the Board of Bowls England.

6.2 The powers delegated to the Committee may be revoked by either the Board or the Members at any time.



6.3 Minutes of all meetings shall be recorded and deliberations of the Committee shall be reported regularly to the Board.

7. Nominations and Removal

7.1 Nominations for the Committee will be made in accordance with Section 1.1.

7.2 Nominations must be made in writing and signed by the Administrator of the County Association, and sent together with an appropriate CV to the Chief Executive no later than the Monday of Standard Week 40 each year.

7.3 Voting, if required, will be through the County Associations forming the Geographical Group. In the event of a tie, the Board Chair shall draw lots.

7.4 If nominations have not been received within the timeframe detailed in 1.2, the Board has the power to recruit members from within the Geographical Group for the vacant positions.

7.5 Should a vacancy occur during the year the Board has the power to recruit members from within the Geographical Group for the remaining period of the position.

7.6 The Board has the right to review the membership of the Committee at any time.



Regulation 9: Disciplinary and Misconduct

Please refer to Disciplinary on the Bowls England website by clicking [here](#).



Regulation 10: General Matters

1. Voting Rights at General Meetings

County Associations shall be entitled to the amount of votes in accordance with their returns of Affiliated Members as at 1st September in each year as follows:

1.1 Up to five per cent of the total Bowls England Affiliated Membership one (1) vote per Authorised Representative

1.2 Five per cent or more of the total Bowls England Affiliated Membership two (2) votes per Authorised Representative

2. Proposals to the Annual General Meeting

2.1 All proposals must be submitted to the Chief Executive by the Monday of Week 45.

2.2 Any proposal agreed at the Annual General Meeting (or any other General Meeting) may not be rescinded or amended for at least two years from the date of the meeting at which it was agreed.

3. Counties Conference and drop-in sessions

3.1 A Counties Conference will be held each year.

3.2 Attendees at the Counties Conference will be decided each year by the Board of Bowls England and will include relevant representation from the County which will include the County Administrator

3.3 Regular virtual drop-in sessions will be arranged for County Administrators.

4. Affiliation Fees and Entry Fees

4.1 All playing members of Clubs are required to be affiliated to both Bowls England and their respective County. The Bowls England membership year commences on 1st May annually when Clubs are required to register their membership with their County. Registration of new members should continue throughout the season. With the final top up taking place on the 1st September annually.

4.2 Affiliation fees must be paid in full by 31st May in each year. Late payment will incur a penalty of £500 and may result in competition entries being excluded.



4.3 National Championship fees must be paid by 1st March in each year. Late payment may result in competition entries being excluded.

4.4 The fees for all classes of membership and competition entry fees shall be recommended by the Board and agreed at the Annual General Meeting.

5. Financial Year

The financial year of the company will be 12 months commencing on 1st October and expiring on 30th September each year.

6. Betting Integrity

6.1 All participants in matches played under the direction of Bowls England are obliged to:

- a) Not place or attempt to place a bet on a match or other event or competition in which they or their club/county participates;
- b) Not solicit or facilitate, or attempt to solicit or facilitate, another person to bet on a match or other event or competition in which they or their club/county participates;
- c) Not offer, or attempt to offer, a bribe in order to fix or contrive a result or the progress of a match or other event or competition in which they or their club/county participates;
- d) Not receive, or seek or attempt to receive, a bribe in order to fix or contrive a result or the progress of a match or other event or competition in which they or their club/county participates;
- e) Report any approach or other activity which contravenes, or which may contravene, the sport's rules on betting;
- f) Co-operate with any investigation and/or request for information including the provision of documentation (e.g. telephone/betting records) to officials engaged in the investigation of suspected integrity issues in the sport in relation to betting;
- g) Perform to the best of their ability in any match or other event in which they participate



6.2 Any participant who breaches the above rules will be subject to disciplinary action as per Bowls England Regulation No. 9.

Revisions

Date	Reg.	Details
Jul-22		Brand Update
Jul-22		Contents added
Jul-22		Definitions added
Jul-22	1	Charts updated to reflect the correct structure and to include the Independent Directors.
Jul-22	2.5.1	Affiliation date amended.
Jul-22	2.5.2	Wording change to provide clarity, inclusion of the Safeguarding Case Management Panel and sanctions.
Jul-22	2.5.2b	Amendment to include UKAD Anti-Doping Rules, this is a requirement for all National Governing Bodies.
Jul-22	2.5.4	Alterations to membership and/or county boundary changes. Clubs must apply to the Board for ratification, both counties will then be consulted over the proposed change.
Jul-22	3.1	Amended to reflect the correct structure and to include the Independent Directors.
Jul-22	4	Updated to match current roles and job descriptions.
Jul-22	5	Addition of 'panels'. Removal of any reference to affiliated members as some appointments are skills based.
Jul-22	6.1	Amendment to the time of investiture.
Jul-22	6.2	Amendment to the nomination process for Junior Vice President, to provide clarity.
Jul-22	6.3	Removal of the Chair having casting vote, and instead the decision will be draw lots.
Jul-22	7	Amended Chief Executive references to Performance Director.
Jul-22	7.4	Amended so that only one applicant can be nominated per County.

Jul-22	7.9	Amendment to the terms of appointment for the Performance Director.
Jul-22	7.9.2	Amendment to the terms of appointment for the International Team Managers.
Jul-22	8	Amendment the Senior Independent Director is now the Chair and Facilitator.
Jul-22	8.4	Amendment to the remit of MAR
Jul-22	8.7	Amendment to contingencies should a vacancy occur or not be filled.
Jul-22	8.7.6	Amendment to provide the Board with the power to review the membership of the Committee at any time.
Jul-22	10.1	Amendment to include the late affiliation process in September.
Jul-22	10.3	Amendment from Counties Meeting to County Conference.
Jul-22	10.4	Amendment to the timing of Affiliation Fees.
Jul-22	12	Regulation 12: Clothing Protocol removed.
Jul-22	App A	Appendix A: Affiliation Removed
Jul-22		Revisions Table Added
Sept-23	Definitions	Amendment to the definition of affiliated member
Sept-23	1	Organisation diagram amend – removal portfolios
Sept-23	3.3	Amendment of week number
Sept-23	3.4	Amendment of week number
Sept-23	3.5	Amendment to reflect skills and experience
Sept-23	4	Regulation amend to Board Terms of Reference
Sept-23	6.2.1	Amendment of week number
Sept-23	6.3.1	Amendment of week number
Sept-23	11	Regulation removed



Areas under consultation for future reviews:

Regulation	Details
2.9	Rights and privileges of membership to be reviewed