

## INTRODUCTION

The management of competitions conducted by the Association shall be vested in

- Grade competitions – a Grade Competition Sub-Committee
- Junior competitions – a Junior Competition Sub-Committee

elected / appointed annually and having delegated authority under Incorporation Rules.

This document covers the administration rules for both the local grade and junior competition.

All meanings and references apply equally to both competitions, unless specifically stated otherwise.

The term 'Association' within the rules means the governing competition sub-committee who shall, each season;

- 1) Determine the types and number of grades, junior age groups and divisions contesting competitions.
- 2) Be responsible to manage and arrange the dates, times and venues for all matches.
- 3) Review and modify the competition rules and playing conditions.
- 4) Deal with all matters whatsoever arising during the competitions.

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# 1 CLUB REQUIREMENTS

## 1.1 Affiliated Clubs

1. Clubs eligible to participate in the specific competitions shall be those elected and listed in the Association constitution.
2. Affiliated Club colours will be those as listed in the Association constitution.
3. Non-affiliated Clubs may be invited to participate in non-specific competitions at the discretion of the Association.
4. Junior Combined competitions – Non-affiliated Clubs may be invited to participate in junior specific competitions at the discretion of the both Associations involved.

## 1.2 Association Meetings

### 1.2.1 Association General Committee

Senior affiliated Clubs shall nominate and have 2 delegates attend the Association general meetings. The delegates will be elected and nominated annually by their respective Clubs.

### 1.2.2 Meeting Attendance

1. Senior affiliated Clubs must have 2 approved delegates at all Association general meetings.
2. Failure to do so, without prior satisfactory explanation will result in a fine for each delegate non-attendance.

### 1.2.3 Junior General Sub-Committee

Junior affiliated Clubs shall nominate and have 2 delegates attend the junior general meetings. The delegates will be elected and nominated annually by their respective Clubs.

### 1.2.4 Junior Competition Sub-Committee

1. Junior affiliated Clubs shall nominate and have 1 delegate on the competition committee.
2. A Club with no representative on the committee, will result in no competition points awarded to that Club, until a representative has been appointed.

### 1.2.5 Junior Meeting Attendance

1. Clubs must have 2 approved delegates at all junior general committee meetings.
2. Clubs must have 1 approved delegate at all junior competition committee meetings.
3. Failure to do so, without prior satisfactory explanation will result in a fine for each delegate non-attendance.

## 1.3 Insurance & Participant Injury

1. All Clubs shall take out and maintain appropriate club & official insurance and player accident insurance for all registered players each year. This shall form part of their member registration process.
2. When a player sustains an injury, the player's name and the nature of the injury must be advised to the Club secretary as soon as practicable.
3. Should the player wish to lodge an insurance claim, details can be obtained on the Internet [www.jltsport.com.au](http://www.jltsport.com.au) or by contacting their Club secretary.
4. The Association shall accept no insurance liability for injury or incident beyond that provided for under the national Club insurance scheme.

## 2 OFFICIALS

The term 'Officials' refers to all Club office bearers & committees, senior and junior team coaches & managers, grade captains as the case may be.

### 2.1 Junior Coaches and Managers

#### 2.1.1 Requirements

Each team will provide a minimum of 2 adult supervisors responsible for team management on game days – coaching, managing, umpiring and scoring.

#### 2.1.2 Coaching Qualifications

1. A coach must hold or obtain within the current season the minimum level cricket coaching certificate issued by Cricket Coaches Australia.
2. If a nominated coach has given an undertaking in the previous season to obtain such qualifications and has not completed such undertaking that person shall not be permitted to coach until accredited.

### 2.2 Working with Children Legislation

1. Clubs are expected to comply with the current Working with Children principles and guidelines. (Refer to Cricket Australia and Cricket New South Wales guidelines and Working with Children website).
2. A Club shall require, establish and maintain a Working with Children register of its Officials. (How? - see Working with Children website)
3. Clubs as a minimum, require all their committees, team officials & captains to complete a 'Working with Children' declaration form online. This form shall be duly completed and processed by the intending official and club; and shall remain in the custody of the Club secretary.
4. Failure to provide the declaration and maintain records may also render clubs liable to further legal action should events arise.

### 2.3 Club Compliance

1. All clubs prior to the commencement of the season must supply a written declaration stating the requested Association requirements have been adopted and completed. (Examples: junior coaching accreditation, Child Protection legislation, etc)
2. Failure to provide the compliance declaration within the time frame specified and or details are not fully provided, may render teams and or players not eligible to participate in the Association competition(s).

### 2.4 Attendance at Instructional Meetings

1. Where meetings are called for the purpose of issuing competition instructions to club or team officials the following shall apply:
  - a) Attendance shall be compulsory for those persons so advised by the Competition Manager.
  - b) No person may represent more than 1 team at such a meeting without the prior approval of the Competition Manager.
  - c) No competition points will be awarded to each team not properly represented until the Association is satisfied the instructions have been successfully conveyed.

## 3 MYCRICKET

### 3.1 MyCricket System

1. Cricket Australia provides an online database system for both the Association and Clubs to co-ordinate and centralise daily operations. The MyCricket system shall be used to;
  - a) Register all players

- b) Coordinate the competition draws
  - c) Collate all match result data
  - d) Collate all player statistics
  - e) Display points ladders
  - f) Announce or advertise any news items and events
  - g) As a focal point for other useful resources, materials & links
2. Clubs and teams are expected to use the system and keep Club sites up to date.

### 3.2 MyCricket Data Entry

1. Data entry must be accurate, consistent and timely to assist and determine the;
  - a) Team positioning for any final series matches from the calculated ladders
  - b) Individual player award winners
2. Clubs and teams are expected to fulfil and meet the minimum match result input standard.

### 3.3 MyCricket Training & Use

1. Clubs each season are responsible for demonstrating and training their new members (teams & officials) in the MyCricket operations and protocols.
2. All competitions timings, requirements and requests must be adhered to.

## 4 PLAYER PROCESSING

### 4.1 Clearances

#### 4.1.1 General Requirements

1. A clearance approval is required before registering a player to the Association competition.
2. A player clearance is required when
  - a) transferring from one Club (Ex-club) to another Club (destination club) within the Association's boundaries,
  - b) moving from another association to a destination Club within the Association boundary,
  - c) any junior aged player playing junior cricket for a Club within the Association boundary, wishes to play senior cricket for another Club within the Association boundary (or vice versa).
  - d) a player seeks an in season transfer between the Association affiliated Clubs after the commencement of the season and who has already played a competition match for the first Club.

#### 4.1.2 MyCricket Clearance Method

Preferred method – should a player be currently listed within the overall MyCricket system.

1. The new club (destination club) shall
  - a) Apply for a MyCricket online player clearance from the player's current Ex-club
  - b) Wait a minimum of 7 days for the Ex-club to grant approval online
  - c) If not approved by the Ex-club within 7 days, verbally follow-up and contact the Ex-club seeking approval via the online method. Any concerning delayed issues should be reported to the Association.
  - d) Once the Ex-club approval is granted the Association must grant or deny the clearance request.
  - e) If the Destination Club cannot obtain a reply from the Ex-club after following this process, the Destination Club should contact the Association (see Powers and Qualifications).
  - f) Once final clearance is granted the player is automatically transferred to the destination club. (This means that the player then appears on the active player list of the destination club)

#### 4.1.3 Written Clearance Method

Only used should a player not be listed within the overall MyCricket system.

1. The player involved will be responsible for contacting their Ex-club requesting a written clearance document (email or official letterhead) appropriately approving the clearance and providing to their destination club.
2. The destination club shall submit the clearance document to the Association and then register the player accordingly within MyCricket.

#### 4.1.4 Junior Age across Two Clubs Clearance Method

The written consent from both Clubs is required and the Association must be notified beforehand, who shall handle any disputes arising.

#### 4.1.5 In-Season after Playing Clearance Method

To be considered, applications in writing from the player stating the facts must be lodged with the Association by 31 October of the relevant season.

#### 4.1.6 Powers and Qualifications

1. The Association has the power to consider, investigate and approve a clearance, should
  - a) an Ex-club not grant a player's clearance application within the application time frame stated,
  - b) an application process has been excessively delayed, (only after investigation)
  - c) any clearance disputes arise between clubs.
2. Clearance approvals by the Association will only be considered from August 1 to March 1 of the relevant season.
3. Any player granted a transfer by the Association to a new destination club after the commencement of the competition will be deemed automatically registered with the new destination club. Games with both Clubs' will count towards qualification to play in the finals series.

Note: The only permissible reason for a Club withholding a clearance is for a player being financially indebted to the Club concerned OR under suspension.

## 4.2 Player Registration

### 4.2.1 General

1. Players (including a substitute fielder) must be registered with the Association each season.
2. No player can be registered to play with more than one Club (within the Association or another Association) in a season without prior approval. (see Clearances)
3. Registrations are subject to the final approval by the Association.

### 4.2.2 Registration Method

1. Clubs are responsible for gaining and verifying any player clearance that may be required first. (see Clearances)
2. The player (or Club) shall enter electronically the player's registration details in the Club's MyCricket management system, marked accordingly for
  - Grade competition – a Senior player role
  - Junior competition – a Junior player role
  - Juniors also in Grade competitions – both a junior & senior player role.
3. Clubs must
  1. verify the player's age (mainly juniors) by sighting an eligible proof of age document. (Extract of a birth certificate, passports, etc). Sighting is only required on first registration.
  2. ensure any player clearances required are processed accordingly. (see Clearances)
  3. finally register the player(s) to the Association MyCricket system. Timings required for
    - Grade competition (First to Third Grade) – prior to playing

- Grade competition (Lower Grades) – within 24 hours (provided that the player is eligible to be registered in that grade).
  - Junior competition – prior to playing.
4. Registration in this method is deemed a Club has certified the player(s) eligibility.
  5. Failure to comply renders that player ungraded and unqualified and subject to the relevant grading rules.

### 4.3 Age Eligibility

1. Player age eligibility is determined according to their **OWN** age as at August 31 (11:59pm) of the current season.
2. Player eligibility, qualification and registration for a grade competition or specific underage competition and for any required young bowler restrictions, will be based according to their **OWN** age.
3. **OWN** age levels will be used for the complete season irrespective of any subsequent birthdays.

## 5 REPRESENTATIVE CRICKET

### 5.1 Senior Reps

1. All players participating in Association competitions are deemed available for selection in all or any Association representative teams.
2. The player must
  1. be a registered senior player with a club
  2. attend the representative selection trials / training, unless exempt by the Association representative convenor with prior notice.

#### 5.1.1 Unavailability for Senior Reps

Any player wishing NOT to be considered for representative teams must notify the Association to the fact in writing by October 1 each season. If approved, the player MAY be able to play for his club during the period of the representative match concerned.

#### 5.1.2 Senior Rep Selection Withdrawal

1. Any player selected (who has NOT notified as above) and subsequently withdraws from any such team will NOT be eligible to play for their Club during the scheduled period of the representative match concerned.
2. During the course of the season, in extenuating circumstances, a player may make application to the Association for an exemption from the provision of the representative rule, provided the player gives, in the opinion of the Association adequate notice of the circumstances that preclude the player's appearance in a Representative Match.

### 5.2 Junior Reps

1. A player (male or female) who makes themselves available for junior representative cricket selection in a particular season must
  1. be a registered junior player with a club
  2. attend the representative selection trials to be considered for selection, unless exempt by the Association representative convenor with prior notice.
2. To be eligible for selection in any junior representative team, a player must be playing in the local junior competition prior to the time and during the period of such representative match and or competition. Any applications for exemptions to this expectation must be made in writing to the Association.
3. Any player selected in a representative team and who subsequently withdraws from the team without the approval of the Association, will not be eligible to play for their Club in any junior or senior grades during the scheduled period of the representative match concerned.

## 6 GROUNDS

### 6.1 Grants

1. The Association shall assist in the approval process required by Clubs to gain various funding grants for
  - the procurement of new grounds or training facilities,
  - the refurbishment of old grounds to make them suitable for cricket, or
  - improvements to existing facilities.
2. Each application shall be submitted to the Association for approval prior to the commencement of the project.
3. Submissions to the Association should outline the details of the work to be carried out, written quotes and evidence of the Club's contribution to the project.

### 6.2 Council Grounds

Clubs shall direct all Wollongong City Council operated ground matters (such as conditions, damage, repairs, bookings, etc.) through the Association. The Association shall be the sole liaison and contact with Wollongong Council on such matters.

### 6.3 Private Grounds

Clubs controlling private grounds shall arrange preparation of pitches and provide other equipment where necessary.

### 6.4 Responsibilities

1. Clubs are responsible to
  - a) ensure all grounds are clearly marked and fit for play and that toilets are unlocked. This applies to all grounds that have been allocated as draw home grounds.
  - b) arrange for hire keys for toilets from the appropriate Council or ground authority.
2. All grounds shall be registered and approved by the Association competition manager before any matches are allocated to them.

### 6.5 Grounds not used

1. Should a programmed match on any day not use a ground for any reason, the respective teams through their Clubs must notify the Association by 6pm the Monday immediately following the day concerned. This procedure will allow correct billing records to be kept.
2. Failure to comply will result in full ground fees being payable.

## 7 ACCOUNTS & FINES

### 7.1 Schedule of Fees & Charges

A schedule of Fees and Charges shall be determined each season;

- Club Affiliation and Team Entry
- Council Venue / Ground Usage – (liaison with Wollongong Council & North Dalton Park Trust)
- Privately Operated Ground Usage – (fees and agreements)
- Fines
- Disputes Lodgement
- Judiciary Lodgement
- Umpire Service
- Representative Player



## 7.2 Capitation Fees

1. Club affiliation fees shall be incurred equally by each Club.
2. Team entry fees shall be incurred by each Club team.

## 7.3 Ground Billing

1. Ground usage fees shall be incurred by each Club team.
2. Clubs utilising privately operated grounds (e.g. schools, University, Sid Parrish), may apply to the Association for a rebate or dispensation of fees incurred in the use of those grounds in competitions.
3. Each Club / team participating on a specific ground will pay an agreed amount of the ground fees incurred for that particular match in any preliminary competition rounds in which such Club competed.
4. Clubs will pay an equal share of the total ground fees incurred for the final series in all competitions in which such Club entered and competed.

## 7.4 Fines

1. Any fines incurred as listed in the schedule shall be invoiced on the Clubs.

## 7.5 Disputes & Judiciary Fees

The fee to accompany any lodgement of Dispute or Protest, or request to appear before, or appeal a decision of Judiciary committee is required with submissions. Amounts are listed in the schedule.

## 7.6 Payment of Invoices

1. Invoices will be issued periodically for the payment of affiliation fees, team nomination fees, ground fees, fines and other monies owing to the Association by Clubs. Invoices are due and payable within the terms of payment period from the date of issue.
2. Clubs are strongly encouraged to pay invoices using an online electronic payment method.
3. Clubs with invoices outstanding beyond the payment due date will be fined.
4. Clubs which fail to settle their invoices within 7 days thereafter (or such other time as may be granted) may be further penalised with either a loss of competition points and/or exclusion from playing in the respective senior or junior competitions under the control of the Association until such time as the invoices are paid.

## 8 DEFAULTERS

1. Defaulter shall mean failure to pay an amount owing for entry fees, subscriptions, competition fees, umpiring fees, registration fees, fines and levies, tickets for social functions properly issued
  - by the Association to a Club or
  - by a Club to a player

and all other payments or dues imposed in accordance with Association rules or regulations or those of an affiliated organisation.

2. Club to Association

Where a Club is in default to the Association, each member of such Club shall be notified in writing by the Association as to the amount of the default and be offered an opportunity of meeting their portion of the liability within 14 days of the issue of such notice.

3. Player to Club

Where a member of the Club is posted as a defaulter by their Club, the Association shall investigate and satisfy itself that the member in question is liable for the amount claimed.

## 9 PLAYING APPAREL

### 9.1 Club uniforms

1. All players shall play in their approved club uniform;
  - conventional white or cream long trousers or pants,
  - conventional white or cream playing shirts with sleeves, (containing up to a maximum of 20% colour)
  - white or cream sweater,
  - predominately white enclosed footwear,
  - official club headwear
2. Approved playing shirts may only be worn provided each player is similarly dressed.
3. If no club uniform exists, players are to wear predominately white attire. (white long pants, shirt, socks, footwear & headwear).

#### 9.1.1 Coloured Clothing

1. Coloured clothing may be worn in specific competitions as advised by the Association.
2. Shirts are not restricted in colour as long as colours used are as per their clubs constitution and is only allowed provided each player is similarly dressed.
3. Official Umpires may wear coloured clothing approved by their Umpires Association in limited over competitions.

#### 9.1.2 Clothing Approval

1. All playing shirts, sponsorship advertising or Club insignia are subject to the approval of the Association.
2. A prototype of the finished garment which must be submitted for approval in the form of the drawing before placing an order for Club requirements.

### 9.2 Footwear

1. Footwear is to be predominantly white boots or shoes, white or cream socks. Coloured bands on shoes and/or socks are allowable, providing the garments are predominantly white.
2. Footwear must be fully enclosed and for safety
  - a) must have a non-slip all weather sole
  - b) Concrete or synthetic covered pitches –
    - when running on surface must NOT contain 'metal sprigs' or be worn (Damages pitch surface). Sprigs may only be worn in outfield.
    - Caution! Footwear with 'plastic screw-in cleats' may present a slip hazard on worn synthetic surfaces. (Surfaces may also be damaged)
  - c) Turf wickets – when batting or bowling strongly recommend contains 'metal sprigs' (prevents slipping & excessive pitch grass burning marks).

### 9.3 Headwear

1. Headwear when fielding shall be the official club cap (a peak cap) or a white or cream hat or a white broad brim hat.
2. Coloured towelling hats, sun visors and any type of headwear with commercial advertising, other than Association approved Club sponsorship, are not allowable.

## 10 OFFICIAL UMPIRES

1. All officiating Umpires must be financial members of the Illawarra Cricket Umpires Association.
2. An Umpires Appointment Panel shall arrange the appointment of Umpires for all fixtures on behalf of the Association.

## 10.1 Official Umpire Appointments

### 10.1.1 Appointment Procedure

1. Official Umpires will be appointed to all competition matches where practicable. Should numbers dictate the principle of appointing one Umpire to each match may be adopted.
2. Two Official Umpires appointed,
  - Only one umpire is present at the scheduled start time the official umpire will, with the assistance of the captains, appoint a substitute umpire until the second official umpire is in attendance at the match.
  - Final decision to any substitute appointment rests with the official Umpire.
3. One Official Umpire appointed,
  - Such umpire will, with the assistance of the captains, appoint substitute umpires to officiate throughout the match.
  - Final decision to any substitute appointments rests with the official umpire.
4. Substitute Umpire appointed,
  - Substitute umpire will officiate always from the square leg (or point) position.
  - Official umpire will always umpire at the bowler's end.
5. No official Umpire appointed,
  - Substitute umpires will be agreed upon by the captains.
  - Final decision as to the persons to act as substitute umpires rests with the batting team captain.
  - In this case each umpire will carry out their duties as if he were an official umpire.

### 10.1.2 Umpire Reports

1. Umpires will record any lateness of starting play and the circumstances surrounding any decision to abandon play.
2. Such records must be reported to the Association within 48 hours of the end of play on the day on which the record was noted.

## 10.2 Umpires Payment

Official Umpires will be paid for their services at a rate determined from time to time.

### 10.2.1 Grade Competition

1. Official Umpire fees are the responsibility of the competing Club teams in a match.

Payment Conditions

2. A Club forfeiting a match or refusing to proceed when directed to do so by the Official Umpire will pay the fees for both teams.
3. Wet weather
  - (no play possible) – NO fee is paid.
  - (delayed start and umpire is requested to wait to determine if play becomes possible) – after ONE HOUR waiting time – FULL match rate is paid.

### 10.2.2 Junior Competition

Official Umpires' fees are the responsibility of the Association in all junior final series matches.

## 10.3 Umpiring Invoices

1. Invoices will be issued periodically for the payment of umpiring fees owing to the Umpires Association by Clubs. Invoices are due and payable within the terms of payment period from the date of issue.
2. Clubs will be invoiced before the season commences for a season bond (equivalent to one month's payments per Club) to act as a security deposit which will be refunded at season's end.

3. Clubs are strongly encouraged to pay invoices using an online electronic payment method.
4. Clubs with invoices outstanding beyond the payment due date will be fined.
5. Clubs which fail to settle their invoices within 7 days thereafter (or such other time as may be granted) may be further penalised with either a loss of competition points and/or exclusion from playing in all senior competitions under the control of the Association until such time as the invoices are paid.

## 11 INVESTIGATION OF MATCHES, PROTESTS AND DISPUTES

### 11.1 Committee May Investigate

The Committee shall have power to investigate the circumstances of any match in a competition conducted by the Association, where the actions of any member, official, umpire, player or member of any affiliate involved in the match that is likely to bring the game and/or the Association into disrepute.

The Committee shall also have the power to investigate the circumstances of any disputes or matters arising from activities within the Association Representative programs.

### 11.2 Team May Lodge Protest or Complaint

A Club / team which participated in a match in a competition conducted by the Association may lodge a protest against the result of the match or a complaint against any player or club involved in the match by lodging a notice in writing with the Association within the prescribed time period of the event which gave rise to the protest or complaint.

(Prescribed time periods listed in procedures)

### 11.3 Committee to Adjudicate on Protests or Complaints

The Committee shall adjudicate on any protest or complaint.

### 11.4 Committee May Require Persons to Appear Before It

The Committee shall have power to require:

- a) any person who played; or
- b) a member or office-bearer of a club which participated,
- c) a member or official of a Representative program,

in a match in a competition conducted by the Association to appear before the Committee to answer questions relevant to any investigation by the Committee or any adjudication by the Committee on a protest or complaint.

### 11.5 Action by Committee

The Committee shall have power to, as a result of investigating the circumstances of a dispute within the Representative program, a match or adjudicating on a protest or complaint:

- a) fine a player, club, or Representative official;
- b) suspend or disqualify a player, club, or Representative official;
- c) deduct any competition points awarded to a club; or
- d) take any other action it sees fit against a player, club or Representative official.

### 11.6 Committee to Allow an Opportunity to be Heard

Notwithstanding the provisions of Rule 11.5, the Committee shall not take any action against a player or club without previously advising the relevant player or club of the proposed course of action and the reasons for that course of action and allowing the player or club the opportunity to orally address and

make written representations to the Committee. Neither the player nor the club shall be entitled to legal representation when appearing before the Committee unless the Committee, in its discretion, determines that such representation would assist the Committee's investigation or adjudication.

### 11.7 Right of Appeal to Higher Level Associations

Any player or club (or individual) that is the subject of any action taken by the Committee may lodge an appeal and with any further appeals (in order) to the;

- 1) Association Appeals Review Panel
- 2) Greater Illawarra Cricket Zone Committee
- 3) Country Cricket Committee of Management
- 4) NSW Cricket Board.

With any appeal the Secretary of the relevant Association is to be notified within X time of the date on which the Committee of the relevant Association hands down its decision in relation to that course of action.

(X time will be advised and stated in each Higher Level Association rules and procedures)

### 11.8 Decision of Higher Level Association to be Final

The decision of each Higher Level Association on any such appeal shall (subject to that Higher Level Association rules) be final and no further appeal shall be made to any other body or court other than on a point of law.