



PART 1 – INTERPRETATION OF THE ASSOCIATION’S BY-LAWS

1.1 Dictionary

In these By-Laws, unless otherwise stated;

“Affiliate” means any club, association, controlling body or other organisation affiliated directly or indirectly with the CCCA , CCWCA or CCJCA;

“ABN” means Australian Business Number;

“AGM” means the Association’s Annual General Meeting;

“Association” means any of the CCCA, the CCWCA, the CCJCA or any other sub-committee of the CCCA;

“Associations” means all of the CCCA, the CCWCA, the CCJCA or any other sub-committee of the CCCA;

“Executive” means the Executive Committee of the CCCA;

“CCCA” means the Central Coast Cricket Association Inc.;

“CCCUA” means the Central Coast Cricket Umpires Association;

“CCJCA” means the Central Coast Junior Cricket Association;

“CCWCA” means the Central Coast Womens Cricket Association

“Member” means a member of any OF the Associations;

“NSWCCCA” means the New South Wales Country Cricket Association;

“Rules” mean the Rules of the CCCA;

“Secretary” means the Executive Officer or Association Administrator of the CCCA or secretary of the CCWCA or CCJCA or any of the Associations, or secretary of a sub-committee as applicable.

Note all references to Grade are replaced by Division/Divisional

1.2 Alternative Meanings

1.2.1 Words expressed in singular include plural and vice versa; and

1.2.2 Words expressed in one gender include the others.

PART 2 – SCOPE OF THESE BY-LAWS

To whom do they apply?

2. These By-Laws are binding on the CCCA, CCWCA, CCJCA, any affiliate, any other Association and all affiliates and members of any of those organisations.
- 2.1 A By-Law cannot take precedence over a constitutional rule.
- 2.2 Changes to By-Laws can only be made by a fifty (50) percent plus one majority vote of members at the Annual General Meeting or at a Special General Meeting.

PART 3 – MEETINGS OF ASSOCIATIONS

Order of Business

3. The order of business at ordinary meetings of the Associations shall be:
 - Apologies and proxy appointments;
 - Confirmation of minutes of previous meeting(s);
 - Formal correspondence;
 - Financial statements;
 - Reports and/or recommendations of the :
 - (a) Executive Committee; CCJCA Committee of Management, others as applicable;
 - (b) Other (As required by the Executive Committee members present at the meeting)
 - Motions;
 - Any other business in accordance with the Rules or Constitutions as applicable.

Method of Voting

4. At all meetings of the Associations the method of voting will be as required by the respective Rules or Constitutions or Delegations.

Ballots for Elections

- 5.1 For all ballots for elections conducted by the Associations the method of recording votes will be by writing on the ballot paper the names of all candidates OR striking out the name/s of those for whom the voter does not wish to vote.

Any ballot paper on which votes are recorded for more or less candidates than the number of positions to be filled shall be rejected as informal.

Scrutineers

- 5.2 The chairman shall appoint 2 OR MORE PEOPLE (WHO NEED NOT BE MEMBERS OF THE ASSOCIATION) as scrutineers to determine the result of any ballot.

Successful candidate

- 5.3 The result of any ballot shall be determined as follows:
 - 5.3.1 The candidate who receives the lowest number of votes shall be excluded, and if there then remains more candidates than are required to fill the vacant position a further ballot shall be taken.
 - 5.3.2 The procedure set out in (a) above shall be repeated until there only remains the number of candidates required to fill the offices/vacant positions, who shall be declared elected.
 - 5.3.3 If in any ballot 2 or more candidates receive an equal numbers of votes and one of them has to be excluded, a further ballot of the members shall be taken as to which candidate shall be excluded and, if after the further ballot is taken, such candidates still have an equal number of votes, the Chairman shall decide which candidate shall be excluded.

Role of the Chairman

Decisions

6. The Chairman shall have authority to decide any point of order, but any decision may be overruled and dissented from by a majority of those present.

Control of Meeting

7. The Chairman shall preserve order, and may at any time call to order any member whom he may deem to be out of order. When 2 or more members rise to speak at the same time, the Chairman shall decide which member shall be first.

Points of order

- 8.1 Any member may call the attention of the Chairman to any other member being out of order or to any point of order.
- 8.2 Every point of order shall be taken into consideration immediately, and be decided by the Chairman.

Offensive comments

- 9.1 No member shall make any offensive personal reflections upon, or impute any improper motives to, any member or officer.
- 9.2 Any member so offending shall immediately upon being required by the Chairman, withdraw the offensive expressions or retract such imputation, and make any apology satisfactory to the meeting.
- 9.3 Any member refusing to withdraw the offensive expressions or retract such imputation, and apologise, shall not be allowed to further address the Chair at that or any subsequent meeting until he has complied with such direction, nor shall his vote be recorded upon any question.

NOTICES OF MOTION

Written notice

10. Any member wishing to bring forward any motion (other than a formal motion) must provide:
 - 10.1 Written notice of such motion to the Secretary at least 28 clear days prior to the date of the meeting at which he wishes such motion to be considered; and
 - 10.2 In that written notice include reasonable details of the reasons why the motion is being proposed.

Provided the motion complies with both these requirements, the Secretary shall make such notice available for inspection by members until after the motion has been finally decided.

Proposer to be present

11. No motion, notice of which is on the business paper, shall be considered in the absence of its proposer, unless another member produces a written authority for that purpose from the proposer. That other person will then be allowed to move the motion.

CONDUCT OF BUSINESS

Business to be specified in Notice

12. No business other than that specified in the notice convening a general meeting will be transacted at the meeting except, in the case of the AGM, that business which may be transacted pursuant to the relevant Rules or Constitution or Delegation.

12.1 Notice convening an Annual, General or Special General Meeting of the CCCA is to be forwarded to Life Members of the CCCA.

Reports

13. A report of the Executive Committee or a Sub-Committee may only be adopted or referred back to the Executive Committee or a Sub-Committee for further consideration and report to the next meeting.

Speeches limited

14. No member may speak on any motion or amendment for a longer period than 10 minutes without the consent of the meeting.

How the motion is to be put

15. The Chairman will put all questions first in the affirmative and then in the negative, and may do so as often as may be necessary to enable him to determine the view of the meeting on those questions. He will then declare his decision which will be final unless a ballot is called for.

Seconded

16. No motion will be discussed until it is seconded. Any motion, once seconded, will not be withdrawn without leave of the meeting.

Right to speak

17. No member may speak more than once on the same question unless in explanation, and then only with the permission of the Chairman. However any member who has previously spoken on the original question is entitled to speak once on each amendment. The mover of the original question has the right of final reply.

AMENDMENTS

How moved

18. When a motion, or a recommendation of the Executive Committee or a Sub-Committee, is moved and seconded, any member can move an amendment, but that amendment cannot be discussed until it is seconded. The Chairman may require amendments to be submitted in writing.

Second amendment

19. No second amendment may be taken into consideration until the previous amendment has been resolved.

Amendment carried

20. If an amendment is carried, the motion or recommendation so amended then becomes the question before the meeting. At that stage any other amendment can be moved.

Further amendments

- 21.1 If any amendment, either to the original motion or any amended motion, is lost, then a further amendment (if not to the same effect as that already lost) may be moved.
- 21.2 No amendment may have the effect of reversing or contradicting the question before the meeting.

RESCISSION OF RESOLUTIONS

If resolution has been passed

22. A resolution which has been passed may not be altered or rescinded except by a motion to that effect of which notice has been duly given.

Time limit

23. Where a motion to amend or rescind a resolution has been lost, no similar motion may be brought forward within 3 months. This By-Law must not be evaded by substituting any motion differently worded but in principle the same.

MOTION FOR ADJOURNMENT

24. No motion for adjournment shall be proposed or seconded by any member who has spoken on the motion before the meeting, or who has moved or seconded or spoken to any amendment thereto, whilst any such motion or amendment is under discussion.

CLOSE OF MEETINGS

25. At any meeting, no business will be taken after 10.30 pm. Unless one third of the members present object.

PART 4 – CODE OF CONDUCT

26. **DEFINITIONS**

In this Code:

Executive means the Executive Committee of the CCCA.

CCCA is the Central Coast Cricket Association Inc.

Code means this Code of Conduct.

Commissioner means the person acting as the Code of Conduct Commissioner under this Code.

Complaint means a report lodged by a Reporter alleging a breach of this Code by the Reported Person.

Complaint Form means a form to be used by a Reporter when making a Complaint and which contains the information set out in the attached form. This form may be altered by the Executive at any time.

Interested Parties are:

- (a) The Reporter's Club (but if the Reporter is not a member of a Club then the Reporter).
- (b) The Reported Person's Club (but if the Reported Person is not a member of a Club then the Reported Person).
- (c) The Umpire's Association if the Complaint has come from or relates to an Official Umpire.
- (d) CCCA.

Official Umpire is an umpire officially appointed to the match.

Reported Person is the person who is alleged to have breached the Code.

Reporter is the person or Club who makes the Complaint.

Umpire's Association is the Central Coast Cricket Umpire's Association

26.1 **WHO DOES THIS CODE APPLY TO?**

This Code applies to:

26.1.1 Players (including juniors);

26.1.2 Umpires;

26.1.3 Club members;

26.1.4 Officials (including coaches, managers, selectors and office bearers).

26.2 **WHO CAN MAKE A COMPLAINT?**

Any person or Club may make a Complaint.

26.3 **WHAT BEHAVIOUR IS UNACCEPTABLE?**

26.3.1 Offences Under the Rules for Behaviour

A person who commits an Offence set out in the attached “**Rules for Behaviour**” breaches this Code of Conduct.

26.3.2 Assistance from the Guidelines

The Guidelines in those Rules for Behaviour provide assistance in defining each Offence but if there is doubt the definition of the Offence prevails. The Guidelines are for purposes of illustration and are not exhaustive.

26.3.3 Both on and off field behaviour caught

The Code applies to conduct both on and off the field.

26.4 **HOW IS A COMPLAINT MADE?**

26.4.1 Follow the Procedure

A Complaint must be made in accordance with the attached “**Reporting Procedure**”.

26.4.2 Commissioner can waive strict compliance

The Commissioner may waive strict compliance with the Reporting Procedure.

26.4.3 Time Limits

A Complaint can only be acted on by the Commissioner if it is:

- (a) received by the Commissioner no later than **9.00 am on the next Monday after the incident**; or
- (b) referred, at any time, by the Executive to the Commissioner.

26.4.4 Official Umpire's Obligations

Where an Official Umpire intends making a Complaint, the Official Umpire should inform the Reported Person and the Reported Person's captain of that intention on the day of the incident.

Upon receipt of notice of a complaint the reported person and his club should prepare for the Commissioner's advice so that any future actions are supported by appropriate written evidence if required.

26.5 CODE OF CONDUCT COMMISSIONER

26.5.1 Appointment

The Commissioner is appointed by the Executive Committee. There may be more than one Commissioner.

26.5.2 All Complaints go to the Commissioner

All Complaints must be forwarded to the Commissioner.

26.5.3 Own enquiries

The Commissioner may conduct his own investigations into each Complaint.

26.5.4 Powers

In relation to each Complaint received the Commissioner must either:

- (a) Accept an early plea; or
- (b) Refer the Complaint to the Judiciary; or
- (c) Reject a complaint.

26.5.5 Method of Communicating with a Reported Person

The Commissioner may deal only with a Reported Person's Club and need not make contact directly with the Reported Person. Any information provided by that Club in respect of a Reported Person is binding on the Reported Person. It is the Reported Person's Club that is responsible for passing on all information to the Reported Person.

26.5.6 Early plea

Upon receiving a Complaint, the Commissioner must (if he considers that an early plea is acceptable):

- (a) Inform the Reported Person's Club (by any means the Commissioner considers appropriate) that:
 - an early plea is available; and
 - the number of points (as set out in the Rules for Behaviour under the heading "Early Plea Points") that will be allocated if that early plea is accepted by the Reported Person.
- (b) Find out if the Reported Person accepts the early plea. The Reported Person has until **5.00 pm on the Wednesday after the Commissioner has informed the Reported Person or the Reported Person's Club** (as set out in clause 6.6.(a)) in which to notify the Commissioner whether or not he or she accepts the early plea. If the Reported Person does accept the early plea the Commissioner must notify the Interested

Parties of the early plea and the Early Plea Points allocated as soon as possible.

- (c) If the Reported Person does not notify the Commissioner by **5.00 pm on that Wednesday** that he or she wants the Complaint referred to the Judiciary, the Reported Person will be deemed to have accepted the early plea and the Early Plea Points will apply.
- (d) If the Reported Person notifies the Commissioner by **5.00 pm on that Wednesday** that he or she wants the Complaint referred to the Judiciary, the Reported Person should indicate that the reason for the notification is EITHER against the severity of the penalty OR against the decision to impose a penalty.
- (e) A reported person appealing against the severity of a penalty has the option to submit their appeal in writing to the Commissioner by **5.00 pm on that Wednesday** on the understanding that the appeal will be passed on to the Judiciary panel for its consideration. This may be done in a manner proscribed by the Commissioner. The decision of the Judiciary must be communicated to the Commissioner no later than 9.00AM on the Friday following the lodging of the appeal. The Commissioner is then responsible for passing on the details of the judgement to all relevant parties by 5pm on that Friday.
- (f) Appeals against the Commissioner's application of early points may be subject to a fee as determined by the Executive Committee which will not exceed \$100 and which will be refunded in the event that the appeal is successful and may be refunded in the event that the appeal is dismissed if the Executive Committee deems the appeal not frivolous.
- (g) The Commissioner may, at his/her sole discretion, offer a suspended sentence to a reported person in the following circumstances:
 - 1) The reported person has no previous adverse findings against them;

2) There was no violence, physical contact or threat of violence or physical contact in the complaint.

The Executive Officer of the CCCA should be consulted as part of investigations in support of this process.

26.5.7 Referrals to the Judiciary

(a) The Commissioner may refer any Complaint to the Judiciary

(for example:

- If the Commissioner feels that the Offence is so serious that an early plea is inappropriate; or
- If the Reported Person has been the subject of a previous Complaint or Complaints)

(b) If the Commissioner refers a Complaint to the Judiciary then the Commissioner must, subject to the completion of any investigations that he may see fit to undertake:

- By 5.00PM on the Tuesday following the receipt of the complaint notify by email or other means the Interested Parties that a Hearing will be held at **7.00 pm on the**

next Thursday after the incident at a location specified by the Commissioner.

- Provide the Interested Parties with a copy of the Complaint.
- attend the Judiciary Hearing.

within 48 hours after the Judiciary Hearing notify the Interested Parties of the result of the hearing.

(c) If the reported person does not accept the early plea points the Commissioner will notify all interested parties of the Judiciary hearing time and date as per 26.6.3.(b)

(d) When a reported person requests a judiciary hearing as per 26.5.7.(b) and (c) he must advise the Commissioner in writing(email).

26.5.8 No right of appeal

There is no right of appeal against a decision of the Commissioner to send a complaint to the judiciary.

26.5.9 Records

The Commissioner must:

- (a) Keep all Complaints for a period of 3 years;
- (b) Keep a record of points accumulated by each Reported Person;
- (c) Keep a record of all early pleas.
- (d) Keep records of the outcome of all Judiciary Hearings.
- (e) Make all records and other information available to the Executive.

26.5.10 Notifications

The Commissioner must:

- (a) Notify a Reported Person's Club when that Reported Person's points mean that a suspension occurs. From the date on which the Club receives that information the Club must not allow that Reported Person to continue to participate in any current match or to participate in any future match to which the suspension applies.
- (b) Provide the Judiciary with information on previous breaches of this Code or any previous Code and penalties imposed on or points accumulated by a Reported Person who is to appear before the Judiciary.
- (c) Notify the Interested Parties and the Executive of all decisions of the Judiciary.

26.5.11 Power to vary procedures

The Commissioner has the power to amend or waive any non-compliance with a procedural step referred to in this Code if the Commissioner takes the view that the non-compliance does not adversely affect the Reported Person in a substantial manner.

26.6 JUDICIARY

26.6.1 Appointment

The Executive appoints the Judiciary. The Judiciary may consist of members of the Executive.

26.6.2 Quorum

The Judiciary will usually consist of 3 people but a hearing may still proceed if there are only 2 members of the Judiciary present.

26.6.3 Powers

The Judiciary may:

- (a) Determine whether a Reported Person has breached the Code and, if so, which Offence (or Offences) in the Rules for Behaviour has been committed.

(b) Dismiss a Complaint.

(c) Reprimand or censure a Reported Person.

(d) Adjourn a Hearing to a time and place determined by the Judiciary.

(e) Reduce the Judiciary Points allocated to a particular Offence – but the Judiciary may only do this if it finds that exceptional circumstances exist and after it has taken into account all of the following:

- The seriousness of the breach;
- The harm caused by the breach to the interests of cricket;
- The Reported Person's seniority and standing in the game;
- Remorse shown by the Reported Person;
- The prior record of the Reported Person in abiding by this Code or any previous Code;
- The impact of the penalty on the Reported Person.
- That the Offence should be downgraded to an Offence attracting lesser Judiciary Points.

(f) When imposing a penalty, take into account the prior record of the Reported Person in abiding by this Code or any previous code.

(g) When a Reported Person has been offered an early plea by the Commissioner but has rejected that offer, then if the Judiciary finds the Reported Person guilty of the Offence the Judiciary must increase the number of Early Plea Points applicable to the Offence which has been committed to either those set out in the Rules for Behaviour under the heading Judiciary Points or to an even larger

number of points – unless exceptional circumstances as set out in clause 6.3(e) are found to apply.

- (h) Direct that the Reported Person may not captain a team for a specified period of time or specified number of matches.
- (i) Disqualify the Reported Person from participating in matches for a specific period, for an indefinite period or for life.
- (j) Suspend the Reported Person from acting in any administrative position or as an office bearer (including as a coach, manager or selector).
- (k) Suspend any penalty.
- (l) Deal with any matter referred to it by the Executive for a decision.
- (m) Where the Rules for Behaviour do not specify a number for either Early Plea Points or Judiciary Points but rather indicate “Judiciary” or “Judiciary’s Discretion” then determine, in the Judiciary’s absolute discretion, the number of points to apply to that particular Offence or

Offences if the Judiciary finds the Reported Person guilty of committing that Offence.

26.6.4 *Procedure*

The Judiciary will determine the manner in which a Hearing is conducted. That procedure may include:

- (a) The Hearing may be recorded.
- (b) That there will be no right to legal representation.
- (c) Evidence may be oral and/or written.
- (d) If an Offence is proven the Reported Person may provide character evidence.
- (e) More than one Complaint may be heard simultaneously.
- (f) That the Hearing is conducted with as little formality and technicality and as quickly as proper consideration of the Complaint permits.
- (g) Permitting the Commissioner to assist the Hearing.
- (h) Providing adequate protection for any Umpire or other reporting person who gives oral evidence, on the basis that he/she will be providing impartial evidence to assist the Judiciary and so should not be the subject of any offensive or demeaning comments from others who are providing evidence to the Judiciary. Unless the umpire is also the Reported Person, the umpire should not be treated in a manner which suggests that it is the umpire who is on trial.
- (i) Witnesses/observers should be restricted to no more than two (2) on either side in order to overcome situations of perceived intimidation.
- (j) If additional witnesses believe they have information that is relevant to the incident, such information is to be provided in writing (email) to the Commissioner no later than 24 hours prior to the date and time of the hearing.

- (k) Observers and witnesses do not have the right to question other witnesses, the accused or the reporting person. The Judiciary Hearing chairman may choose to ask a witness for a clarification of a statement or to ask an observer if they are prepared to provide a character reference for an accused.

26.6.5 *Behaviour at Hearings*

All people attending a Judiciary Hearing must:

- (a) Behave with due decorum;
- (b) Comply with the directions of the Judiciary as to the manner in which the Hearing will be conducted
- (c) Ensure that evidence presented at an appeal clearly demonstrates that the offence did not occur and must not simply provide excuses for the offence.

Any person who fails to comply may be ejected from the Hearing Room and charged by the Commissioner with a breach of this Code, to be heard by a differently constituted Judiciary.

26.6.6 *Failure to appear*

- (a) If the Reported Person fails to appear within 15 minutes of the scheduled start of the Hearing and the Judiciary is satisfied that the Reported Person or the Reported Person's Club received notice of the Hearing then the Judiciary must determine the Complaint in the absence of the Reported Person.

(Explanatory Note: If a Reported Person seeks an adjournment then that request must be made to the Commissioner and not to the Judiciary. By the time the Judiciary Hearing starts all people in attendance will be inconvenienced if the Hearing is deferred. Any request for an adjournment should be made to the Commissioner well before the appointed time for the hearing. An adjournment will only be granted in extenuating circumstances

and it is highly unlikely that more than one adjournment would be agreed to by the Commissioner.)

(b) If the Reporter or any other Interested Party fails to appear within 15 minutes of the scheduled start of the Hearing then the Judiciary may:

- dismiss the Complaint; or
- adjourn the Hearing; or
- hear the Complaint in the absence of that person.

(c) The Executive may impose a financial penalty (in an amount the Executive considers appropriate) if a Complaint is lodged by a Club and no-one from the Club appears at the Hearing.

26.6.7 Right of Appeal

Appeals against the decision of the Judiciary may be made in writing to The Executive Committee.

Every appeal must be made through the CCCA Executive Officer within 48 hours of receipt of the Judiciary's ruling and be accompanied by a \$200.00 fee which will be refunded if the appeal is upheld, and at the discretion of the Executive Committee **may** be refunded if the appeal is dismissed.

26.7 **SUSPENSIONS**

26.7.1

Suspended players not to be replaced

No replacement player or substitute is allowed for any player who is suspended or disqualified during the course of a match. This means that a substitute fielder is not permitted.

26.7.2

Representative matches

A suspended player is ineligible to take part in practice sessions and trial matches and is ineligible for selection in any representative match which is played during the course of that player's suspension.

26.7.3

What matches are affected?

A suspension applies to all CCCA scheduled matches during the period of suspension. The suspension includes CCCA Senior and Junior matches, NSW Country competition matches on other days, including representative matches the player could otherwise have played in during the period of the suspension.

26.7.4

Match based suspensions

If a player is suspended for a match or a number of matches:

- (a) The suspension applies to each day of the match; and
- (b) If the player has participated in part of the match before the suspension takes effect then the player is suspended for the remainder of that match in addition to the length of the actual suspension;

If a match is not played due to weather or other reason the originally scheduled days of play are still considered to be a match.

26.8 **PUBLICATION OF OFFENCES**

The Executive Committee may make public (for example: in a newspaper or on a website):

- (a) Points accumulated by any person;
- (b) Penalties imposed by the Judiciary.

In the case of points accumulated and penalties imposed by the Judiciary on persons under the age of 18 at the time of the offence such information will only be communicated to:

- (a) the person and his/her parent/guardian and the secretary of his/her club;
- (b) the person lodging the complaint and the secretary of his/her club or affiliated association;
- (c) the secretary of the Central Coast Cricket Umpires Association;

- (d) the Recorder of the Central Coast Cricket Association;
- (e) the Recorder of the Central Coast Junior Cricket Association;
- (f) if a female player the Secretary of the Central Coast Women's Cricket Association

CENTRAL COAST CRICKET ASSOCIATION

RULES FOR BEHAVIOUR

	OFFENCE	GUIDELINES	EARLY PLEA POINTS	JUDICIARY POINTS
1.	Abuse cricket equipment or clothing, ground equipment or fixtures and fittings <u>on the field of play</u>	Includes actions outside the course of normal cricket actions – such as: <ul style="list-style-type: none"> • hitting or kicking the wickets • actions which intentionally or negligently result in damage to boundary markers, fences and other fixtures and fittings • Throwing a bat or other equipment 	10	20
2.	Abuse cricket equipment or clothing, ground equipment or fixtures and fittings <u>off the field of play</u>	Includes actions outside the course of normal cricket actions – such as: <ul style="list-style-type: none"> • actions which intentionally or negligently result in damage to dressing room and other fixtures and fittings • Throwing a bat or other equipment if that occurs off the field of play 	5	10
3.	Show dissent at an umpire's decision by action or verbal abuse	<ul style="list-style-type: none"> ▪ Includes excessive, obvious disappointment with an umpire's decision or with an umpire making the decision and obvious delay in resuming play or leaving the wicket 	10	20

	OFFENCE	GUIDELINES	EARLY PLEA POINTS	JUDICIARY POINTS
		<ul style="list-style-type: none"> This rule does not prohibit the bowler involved in the decision or the captain from asking an umpire to provide an explanation for a decision <p>Where the dissent is serious see Offence 4</p>		
4.	Show <u>serious</u> dissent at an umpire's decision by action or verbal abuse	Dissent should be classified as serious where the dissent is expressed by a specific action such as a blatant and obvious shaking of the head, snatching cap from umpire, pointing at pad or inside edge, other displays of anger or abusive language directed at the umpire, or excessive delay in resuming play or leaving the wicket	20	40
5.	Use language that is obscene, offensive or insulting and/or the making of an obscene and/or offensive gesture <u>not directed at another person</u>	<ul style="list-style-type: none"> This includes swearing and offensive gestures which are not directed at another person – such as swearing in frustration of one's own poor play or fortune This offence is not intended to penalise trivial behaviour. The extent to which such 	5	10

	OFFENCE	GUIDELINES	EARLY PLEA POINTS	JUDICIARY POINTS
		behaviour is likely to give offence must be taken into account when assessing the seriousness of the breach		
6.	Use language that is obscene, offensive or of an insulting nature and/or the making of an obscene and/or offensive gesture <u>to another player, official or spectator</u>	This is language or gestures which are directed at another person	10	20
7.	Use language that is obscene, offensive or of a <u>seriously</u> insulting nature and/or the making of an obscene and/or offensive gesture to another player, official or spectator	This is language or gestures which are directed at another person and which are more serious in nature than those in Offence 6	20	40
8.	Engage in excessive and/or frivolous and/or orchestrated appealing	Excessive shall mean repeated appealing when the bowler/fielder knows the batsman is not out – with the intention of placing the umpire under pressure (It is not intended to prevent loud or enthusiastic appealing. However the practice of celebrating or assuming a dismissal before the decision has	5	10

	OFFENCE	GUIDELINES	EARLY PLEA POINTS	JUDICIARY POINTS
		been given may also come within this rule)		
9.	Charge or advance towards the umpire in an aggressive manner when appealing		10	20
10.	Point or gesture towards the pavilion in an aggressive manner upon the dismissal of a batsman		5	10
11.	Use language that is obscene, offensive, demeaning, intimidating or of an insulting nature upon the dismissal of a batsman	This is the verbal send-off of a batsman by a member of the fielding side on that batsman's dismissal	10	20
12.	Engage in inappropriate and deliberate physical contact with other players or officials in the course of play	Where a player deliberately walks or runs into or shoulders another player, official or match official	50	80
13.	Deliberately and maliciously distract or	A deliberate attempt to distract a striker by words or gestures or	10	20

	OFFENCE	GUIDELINES	EARLY PLEA POINTS	JUDICIARY POINTS
	obstruct another player or official on the field of play	deliberately shepherd a batsman while running or attempting to run between wickets		
14.	Deliberately throw the ball at or near a player or official in an inappropriate and/or dangerous manner	This offence involves a deliberate action on the part of the person who throws the ball and is not intended to penalise a player who is making a genuine effort to run out a batsman	20	40
15.	Change the condition of the ball	Prohibited behaviour includes picking the seam or deliberately throwing the ball into the ground for the purpose of roughening it up and the application of moisture to the ball (apart from perspiration and saliva)	10	20
16.	Attempting to manipulate a match in regard to the result, net run rate, bonus points or otherwise. The captain of any team guilty of such conduct will be held responsible	This includes incidents where a team bats in such a way as to either adversely affect its own, or improve its opponents, bonus points, net run rate or quotient. The person held responsible for this offence is the captain.	30	50

	OFFENCE	GUIDELINES	EARLY PLEA POINTS	JUDICIARY POINTS
17.	Intimidate an umpire by language or conduct	Includes appealing in an aggressive or threatening manner	30	50
18.	Threaten to assault another player, team official or spectator		Judiciary	Judiciary's Discretion
19.	Use language or gestures that offend, insult, humiliate, intimidate, threaten, disparage or vilify another person on the basis of that person's race, religion, colour, descent or national or ethnic origin		Judiciary	Judiciary's Discretion
20.	Use language or gestures that seriously offend, insult, humiliate, intimidate, threaten, disparage or vilify another person on the basis of that person's race, religion, colour, descent or national or ethnic origin		Judiciary	Judiciary's Discretion

	OFFENCE	GUIDELINES	EARLY PLEA POINTS	JUDICIARY POINTS
21.	Threaten to assault an umpire		Judiciary	Judiciary's Discretion
22.	Physically assault another player, umpire, official or spectator		Judiciary	Judiciary's Discretion
23.	Engage in any act of violence on the field of play		Judiciary	Judiciary's Discretion
24.	Players must obey the Laws of Cricket and play within the spirit of the game. The captain and team coach must use their best efforts to ensure that their team and individual members of the team comply with this rule	<ul style="list-style-type: none"> • This is meant as a general rule to deal with situations where the facts or gravity or seriousness of the incident are not adequately or clearly covered elsewhere in this Code • Conduct prohibited under this rule includes time wasting and any conduct which is considered "unfair play" under Law 42 of the Laws of Cricket • This rule does not punish unintentional breaches 	Judiciary	Judiciary's Discretion

	OFFENCE	GUIDELINES	EARLY PLEA POINTS	JUDICIARY POINTS
25.	Without limiting any other rule, players, umpires, Club members and officials must not at any time engage in behaviour unbecoming to a player, umpire, Club member or official that could bring the game of cricket into disrepute or be harmful to the interests of cricket or which is disorderly or improper conduct or behaviour	<ul style="list-style-type: none"> • This is meant as a general rule to deal with situations where the facts or gravity or seriousness of the incident are not adequately or clearly covered elsewhere in this Code • It is intended to include serious or repeated misconduct, unruly behaviour and cheating during play 	Judiciary	Judiciary's Discretion
26.	Breach of captain's responsibilities	<ul style="list-style-type: none"> ▪ A captain is responsible for any breach of this Code which the captain could reasonably have prevented ▪ This would include failure by a captain to attempt to prevent members of his team from breaching the Code ▪ Where there is no official umpire it is the captain's responsibility to appoint players from his team who are capable of impartially performing that role 	Judiciary	Judiciary's Discretion

	OFFENCE	GUIDELINES	EARLY PLEA POINTS	JUDICIARY POINTS
27.	Alcohol	No player, umpire or anyone else participating in a game may consume alcohol between the time the game begins and the time when stumps are officially drawn on that day.	Judiciary	Judiciary's Discretion

CLARIFICATION: The level of society's acceptance of what was once considered "offensive language" has to be considered when raising a charge. The key aspects are the context in which the language is used, the level of aggression in using the language, the extent to which the language was directed at another person/s, and the position of the person at whom the language was directed (player/umpire/official). There are certain words that remain unacceptable to society in general.

ACCUMULATION OF POINTS:

1. Points for a breach of the Code apply for 2 years from the date on which the Offence occurred and are added together over that 2 year period.
2. After that 2 year period has passed, the points for each Offence are removed from the Reported Person's record once a period of 2 years has elapsed from the date on which the particular Offence occurred.

3. For every 10 points accumulated by a Reported Person an automatic 1 match suspension applies (For example: 40 points = 4 matches). So even if a Reported Person serves a 1 match suspension after accumulating 10 points, if that Reported Person accumulates more points during the 2 year period then the suspension that applies next time is equal to the total number of points accumulated at that time.
4. If those points are reached during a match then the Reported Person can take no further part in that match and, in addition, the automatic suspension applies from the end of that match.
5. An example of how this automatic suspension system works:
 - (a) If a Reported Person gets 10 points in the 2008/9 season he or she is suspended for 1 match.
 - (b) If that Reported Person gets another 10 points in the 2009/10 system he or she is suspended for a further 2 matches.
 - (c) If that Reported Person receives no more points then 2 years after the date of the first Offence the Reported Person's points drop back to 10.

CENTRAL COAST CRICKET ASSOCIATION

REPORTING PROCEDURE

1.1 A Complaint must follow this procedure:

WHO IS MAKING THE COMPLAINT	WHO MUST BE NOTIFIED	HOW MUST THAT PERSON BE NOTIFIED	TIME LIMITS
<i>Official Umpire</i>	1. Either: <ul style="list-style-type: none"> • The Reported Person; or • A member or office bearer of the Reported Person's Club; or • The captain of the Reported Person's team 	Verbal	Same day as the alleged offence
	<u>AND</u> 2. Commissioner	Written (email acceptable) – use the Complaint Form	By 9.00 am on the next Monday after the alleged offence

WHO IS MAKING THE COMPLAINT	WHO MUST BE NOTIFIED	HOW MUST THAT PERSON BE NOTIFIED	TIME LIMITS
<i>Anyone else</i>	Commissioner	Written (email acceptable) – use the Complaint Form	By 9.00 am on the next Monday after the alleged offence

1.2 A Complaint may be withdrawn at any time.

1.3 Separate incidents require separate Complaints.



CENTRAL COAST CRICKET ASSOCIATION INC.

Post Office Box 7126 Kariong N.S.W. 2250

Mt. Penang Parklands

Telephone: 4340 1920

ABN. 61 015 119 391

Fax: 4340 2920

Email: ccca@bigpond.net.au

Website: www.ccca.nsw.cricket.com

COMPLAINT FORM

(to be completed when alleging a breach of the Code of Conduct)

Note: This Complaint must be lodged with the Code of Conduct Commissioner by 9.00 am on the Monday after the incident

To: Code of Conduct Commissioner – email: cccacodeofconduct@hotmail.com

Copy to: ccca@bigpond.net.au

Person lodging this Complaint:

Contact Number:

Email:

Were you an Official Umpire when the incident occurred: Yes / No

Name of Person being reported:

That Person's Club:

That Person's email address:

Telephone No:

Alleged Offence:

Number of the Offence

(taken from the 27 numbered Offences listed in the Rules for Behaviour):

Match:	-v-
Grade:	
Venue:	
Date:	

Was

Player advised: Yes / No Time:

Witness Name/s:

Contact details: (Telephone,email)

Was a Club Official advised: Yes / No Time: Who:

Indicate specifically why the Person has been reported: *(attach a separate page if necessary)*

PART 5 – AFFILIATES

ANNUAL INFORMATION

Affiliates Financial Year

27. The financial year for all affiliates ends on 31 May each year unless the Executive has given prior approval to end on 30 April. When such change is made all financial statements after that shall be made up to and as at 30 April each year.

Materials to be supplied to CCCA

28. On or before 31 July each year the secretary of those bodies represented by delegates to the CCCA pursuant to Rules 3 and 4 of the CCCA shall provide to the CCCA Administrator;
- 28.1 a statement of income and expenditure for the previous financial year;
 - 28.2 a statement of assets and liabilities or a balance sheet as at the end of the previous financial year;
 - 28.3 written confirmation that the statements, or statement and balance sheet, have been presented and adopted by the AGM of the affiliate held that year;
 - 28.4 a copy of its annual report;
 - 28.5 a list of its affiliates; and
 - 28.6 a list of its office bearers for the forthcoming season.

Explanation for non-compliance

29. If the statements or statement and balance sheet, have not been presented and adopted in accordance with By-Law 28.3 the secretary shall provide to the CCCA Secretary a written explanation providing full details.

CONSENT FOR MATCHES

Executive Committee to approve

- 30.1 No affiliate of the CCCA, or any member of that affiliate, shall negotiate for or arrange to take part in any match against any club, team or association (other than those within the boundaries of the Association to which the affiliate belongs) without the consent of the CCCA or relevant authorised Sub Committee/Committee of Management, provided that if the authorised Sub Committee/Committee of Management refuses such consent, that affiliate or member may apply to the Executive Committee for such consent.

Executive Committee can withdraw approval

- 30.2 The Executive Committee at any time may withdraw any consent pursuant to By-Law 30.1.

AMENDMENTS TO CONSTITUTION ETC.

31. The Constitution, Articles, Rules or By-Laws of any affiliate cannot be altered without the approval of the Executive Committee.

PART 6 – FINES, SUSPENSIONS & DISQUALIFICATIONS

POWERS OF THE Executive Committee

Penalties

- 32.1 The Executive Committee may fine, suspend, disqualify or otherwise deal with any affiliate or member thereof if that affiliate or member violates or breaches any of these By-Laws or any of the Rules or any decisions or rulings of the Executive Committee and shall report such action to the next ordinary meeting of the CCCA.
- 32.1.1 Any affiliate that defies the rulings or directions of a delegated sub committee of the CCCA shall be fined \$200.00 in the first instance and \$500.00 for the second instance of the same ruling or direction.
- 32.1.2 Should an affiliate defy a ruling or direction a third time the affiliate will be requested to give reason to the CCCA Executive Committee why the affiliate should not
- 32.1.2.1 Be further fined;
- 32.1.2.2 Be suspended from the association; or

- 32.1.2.3 Lose all competition points in all grades gained to that date.

Written notice of Executive Committee's penalty

- 32.2 Written notification of the result of the Executive Committee's adjudication shall be posted or emailed, as soon as possible following the adjudication, to the affiliate or person subject to the adjudication.

In the case of an affiliate, the letter will be sent to the secretary of that affiliate and, in the case of a person, be addressed to him c/- the secretary of the affiliate of which he is a member.

Service

- 32.3 For the purpose of By-Law 39 letters will be deemed to have been received 2 working days after posting.

Verbal notice

- 32.4 The result may also be advised verbally to the person and to the secretary of the affiliate of which he is a member.

Penalties imposed by other organisations

33. The Executive Committee may adopt the suspension or disqualification of any club or player or member imposed or confirmed by any recognised controlling body of a sport in NSW or imposed by an affiliated association or any recognised body controlling cricket in any place outside NSW.

FINED, SUSPENDED OR DISQUALIFIED AFFILIATES OR PERSONS

Loss of rights

- 34.1 Every affiliate under suspension or disqualification or which has been fined by the Executive Committee in accordance with By-Law 32 and such fine remains unpaid shall forfeit all its rights and privileges in the Associations. Its delegates shall cease to serve on any Association or committee thereof and its members shall be debarred from playing in

any match played under the auspices of the Associations or their affiliates.

- 34.2 No affiliate shall allow any person under suspension or disqualification or who has been fined by the Executive Committee in accordance with By-Law 32 and such fine remains unpaid, to exercise any of the rights or privileges of membership of such affiliate.
- 34.3 No member of any affiliate shall knowingly play in any match in which a person under suspension or disqualification or who has been fined by the Executive Committee in accordance with By-Law 32 and such fine remains unpaid, plays.

Suspensions

- 35.1 A suspension may be imposed for any period of time, which, in the case of a person, may be for life.
- 35.2.1 Where any suspension has been imposed for more than one year, but not for life, the suspended affiliate or person may apply to the CCCA for its removal after the expiration of 1 year from the date of such suspension.
- 35.2.2 Where a person has been suspended for life, he may apply to the CCCA for its removal after the expiration of 3 years from the date of his suspension.

Disqualifications

36. A disqualification shall continue until removed by the CCCA following written application of the affiliate or person disqualified.

Fines

37. Any fine imposed by the Executive Committee shall be paid to the CCCA within 7 days of the notification referred to in By-Law 32.2 and the person so fined shall not take place in any match conducted by the Associations or their affiliates until such fine has been paid.

No replacements

38. No replacement player or substitute is allowed for any player who is suspended or disqualified during the course of a match.

APPEALS

Method

- 39.1.1 An affiliate or member thereof who has been fined, disqualified, suspended or otherwise dealt with by a relevant sub-committee or delegation_ may, within 7 days of the deemed date of receipt of the letter referred to in By – law 32.2 lodge a written appeal to the CCCA Executive Committee against the decision of the relevant sub-committee or delegation. Each appeal must be lodged with the Executive Officer and must be accompanied by a payment of \$200. This fee is refundable if the appeal is upheld and the Executive Committee MAY decide to refund the fee if the appeal is rejected.
- 39.1.2 Such appeal shall set out fully the grounds on which the appeal is made.
- 39.1.3 A person suspended or disqualified by the relevant sub-committee or delegation or Executive Committee shall not take part in any match conducted by the Associations or their affiliates until such time as any appeal has been finally determined by the CCCA Executive Committee, or at the expiration of an original suspension, whichever occurs first.
- 39.1.4 The CCCA Executive Committee shall consider any such appeal at the ordinary meeting held immediately after the appeal is lodged and may confirm or amend the decision of the relevant sub-committee or delegation as it deems fit.

PART 7 – CLOTHING AND APPAREL

Executive Committee's disapproval

- 40. No item of cricket apparel, including footwear, which has been disapproved of by the Executive Committee shall be worn by any player

or umpire taking part in a match played under the auspices of the Associations.

Acceptable clothing

41. All players may only wear playing shirts that have been approved by the CCCA Board:

- a. All coloured playing attire must be fully approved by the CCCA Board
- b. All players taking part in a fixture must be wearing identical clothing (ie if the team is to wear coloured clothing, then all players must wear coloured clothing, no single player can be in all white clothing, if the others are in coloured) (no player can be in coloured clothing if the others are in white).

In exceptional circumstances these requirements may be varied by the umpires or, if there is no official umpire, by the Captain of the opposing team if a satisfactory explanation has been provided for the noncompliance by the Captain of the player concerned.

Subject to the provisions of this By-Law, the umpires shall not allow any player who is improperly attired to take part in any match and shall make written report to the CCCA Executive Officer within 7 days. Cream or white shorts are permitted in all grades except First and Second.

Part 8 No Smoking or Drinking of Alcohol

42. Refer to Code of Conduct Offence No. 27. No player, umpire or anyone else participating in a game may consume alcohol between the time the game begins and the time when stumps are officially drawn on that day. No player who has completed his/her game and subsequently consumed alcohol can take the field as a substitute fielder in another game.

43. No smoking is allowed on the field of play.

Sponsor's logo

44. Players may display on their shirt, in the place where a pocket would normally be located, a sponsor's name and logo but only after obtaining approval from the Executive Committee.

Player umpires

45. Players acting as umpires must be suitably attired both as to shirt, trousers/shorts and footwear. If wearing white the player must carry a bat or stump.

Part 9 – Defaulters

In terms of NSWCA By-Law 11.6 (Defaulters) details of any player deemed to be in default of payment of playing/membership fees should be provided in the format designated by NSWCA.

- Club secretaries must advise each defaulter's full name (including given name and surname), last registered address (including postcode), and the amount of fees owing
- Club secretaries must provide one copy of the correspondence from the club or affiliate to each defaulter, confirming that that person has been advised of the date by which that amount must be paid
- Club secretaries must confirm that such amounts are for playing and/or membership fees, and are not for items such as chocolate drives, clothing, or social events

This information must be sent to the Executive Officer of the CCCA to be received no later than 27 July in each year so that the consolidated list can be submitted to NSWCA by 1 August in each year.

For defaulters from previous seasons whose names are to appear on the Defaulters List -

- Each defaulter must already be named on the list
- Club secretaries must confirm that that person should remain on that list- if they do not do so, the NSWCA will remove that person from the list permanently

No player can be transferred from another club in NSW without the appropriate clearance from the original club being provided. (Note: The MyCricket player transfer system accommodates the electronic recording of transfers.)

PART 10 – Competition Structure and Criteria for participation

Who affected?

46. To be eligible to take part in the CCCA Grade Competition a Club must satisfy each of the following *Administration* Criteria:

46.1 A Club must be incorporated under the Incorporations Act;

46.2 A Club must have a Constitution by which it will run its affairs. It is recommended that this Constitution be consistent with the Cricket NSW (CNSW) standard Constitution.

46.3 Prior to the deadline for nominating teams for the competition a Club must: Provide the CCCA with a copy of their Annual Financial Statements that were approved by the Club's members at their last AGM and have settled any and all amounts owing to the CCCA.

46.4 A club must pay 25% of the CCCA affiliation fees for all teams being nominated at the time the nominations are submitted the date for final nominations being 1 September.

46.5 A Club must be able to pay any amounts owing to the CCCA as and when they fall due during the season.

46.6 A Club must promptly comply with all the reasonable requests for information by the CCCA and CNSW. Information includes, but is not limited to, submitting Match Results and Game Day Check-lists, Annual Financial Statements, Annual Budgets, notice of Annual General Meetings, Advice of Office Bearers and Delegates, and any miscellaneous information necessary for the conduct of the various CCCA Competitions.

46.7 A Club must ensure that its nominated Delegates (President and/or Secretary and/or 1 other) attend CCCA Delegates meetings as scheduled

46.8 A penalty of \$200 will be applied to any club failing to have a representative attend any scheduled meeting.

To be eligible to take part in the CCCA Grade Competition a Club must satisfy each of the following *Fielding of Teams* Criteria:

47 Clubs must be able to nominate and field a minimum of 4 two-day divisional sides which need not be nominated in consecutive divisions.

Clubs can nominate additional sides and acceptance and allocation to divisions of these nominations is at the discretion of the Executive Committee.

47.1 A club must fill its nominated teams from its highest divisional team downwards before filling its Suburban One Day competition teams.

Where a Club fails to meet this requirement and a Division fixture is forfeited, on the first instance they will lose 6 points in all grades below the grade forfeited including all teams in the *Suburban* Competition. A second instance in the same season may at the discretion of the Executive Committee see the Club's CCCA affiliation cancelled immediately and they may be removed from all competitions.

47.2 Where a club withdraws a team from the Divisional competition after the commencement of the season their CCCA affiliation may at the discretion of the executive Committee be cancelled and they may be removed immediately from all competitions.

47.3 Where a Club meets requirements 1 and 2 above but in doing so fails to fill a complete side on a number of occasions (i.e. avoids a forfeit by fielding at least 5 players in a fixture), the CCCA will take this into consideration when considering a Club's nominations for the following season.

47.4 All clubs nominating for the Divisional Competition are guaranteed the opportunity to have two turf-pitch-based teams.

47.5 The Divisional Competition will be subject to a Promotion/Relegation system with the details of numbers of teams involved to be approved by a Majority of Delegate Members at a general meeting of the Association

To be eligible to take part in the CCCA *Grade* Competition a Club must satisfy each of the following *Facilities* Criteria:

48.1 A Club must have access to a turf pitch ground for each scheduled home match days play in turf pitch divisions, and synthetic pitch

grounds for lower divisions.(The CCCA appreciates that access to grounds continues to be the responsibility of the CCCA in conjunction with Councils and Clubs.)

48.2 A Club must be able to provide suitable turf and/or synthetic pitch practice facilities

48.3 A club must be able to provide suitable pitch covers on all turf pitches for matches played thereon.

Subject to the Rules of the Central Coast Cricket Association

48.4.1 Should the CCCA Executive Committee consider there are matters that indicate the club seeking affiliation, may not be able to maintain the requirements listed above in 46 to 48.3, the CCCA Executive Committee may;

- a. recommend to a meeting of members to refuse affiliation status,
- b. recommend to a meeting of members to allow a club seeking affiliation to continue participating as long as items 46 to 48.3 are met on a year to year basis, for a maximum of three consecutive years.

48.4.2 At the end of the maximum three year period should the CCCA Executive Committee still consider there are matters that indicate the club seeking affiliation may not be able to maintain the requirements listed above in 46 to 48.3 then the Executive Committee may recommend to a meeting of members that affiliation will not be granted.

Rules to apply

49. Matches played in competitions under the jurisdiction of the CCCA or the CCJCA will be played in accordance with the Laws of Cricket as laid down by the Marlyebone Cricket Club and as adopted by the NSWCA together with local rules as approved by the Executive Committee and a majority of members and which are known as "Competition Rules". On each day of each match

a team official must complete the “Game-Day Checklist” in the format a provided by the Association’s Insurer. These forms are to be held by the club secretary for two years after which they are to be forwarded to the CCCA for storage.

Interpretation

50. The Executive Committee has the power to interpret all local rules approved by it and by the affiliates as approved at a meeting of members.

Start of season

51. The Executive Committee will decide the commencing date of the competition each season.

The draw

- 52.1 The Executive Committee will allocate dates and times for the use of grounds by the Competition Committee.
- 52.2 The Competition Committee will then prepare the draw relevant to each competition for each season and indicate the dates on which matches are to be played and the grounds on which they are to be played.
- 52.3 The Executive Committee can reallocate any ground at any time.

Number of grades

53. The Executive Committee will determine the number of grades to make up each competition.

AFFILIATION OF TEAMS AND FEES

Entry

54. Each affiliated club is entitled to enter teams in the competition subject to the Executive Committee’s approval.

Unfinancial affiliate

55. Any nomination of teams received from a club which owes money to the CCCA as at 30th June will not be accepted until the outstanding amount is paid.

Final date for entry of teams

- 56.1 Each affiliated club must declare the number of teams it wishes to enter in the competition at a date and time determined by the Executive Committee.

Withdrawal

- 56.2 Any club withdrawing a team or seeking to enter a team after that date may be charged a fee to be determined by the Executive Committee. This includes the withdrawal of a team after the commencement of the season.

Team affiliation fees

- 56.3 Team affiliation fees payable to the CCCA as per Constitution Rule15 (h) shall be paid in a manner as determined by the Executive Committee each year.
- 56.4 All payments of accounts, with the exception of team affiliation fees, must be received no later than the last day of the month following the month in which the account is rendered. A fee to be determined by the Executive Committee may apply to all overdue accounts for each month or part thereof until such accounts are paid in full.

Colours and cap design

57. Each club shall register its club colours and cap design with the CCCA and no change will be made without the permission of the CCCA.

QUALIFICATION OF PLAYERS

58. A player may elect to play with any club participating in competitions played under the auspices of the CCCA subject to the following conditions:

- 58.1 Once a player has signed a registration form with a club he may only play for that club until such time as that club releases him;
- 58.2 A player who last played with a club not affiliated with the CCCA and who wishes to transfer to a club which is affiliated with the CCCA must furnish to the CCCA a certificate to the effect that he is under no financial obligation to his previous cricket organisation. This certificate must be provided before the commencement of his second match.
- 58.3 A player may not transfer from one club to another within the CCCA after round 2 of the competition except under exceptional circumstances which are approved by the Competition Committee.

REGISTRATION OF PLAYERS

Method

- 59.1 Every player shall register in the manner prescribed from time to time by the Executive Committee.

Time

- 59.2 The original registration form must be provided to the Association Recorder no later than the Friday following the completion of a match in which that player played.

Transfer

- 59.3 A player granted a transfer by the Competition Committee, to another club within the same competition, and after the commencement of the competition will be deemed automatically registered with the new club.

Unregistered player

- 59.4 Any club playing an unregistered player or a player without approval to transfer, will receive no points for that match or those matches – but player performances will stand for the purposes of calculation of averages.

Both senior and junior

- 59.5 A CCJCA player also playing in the CCCA competition need not be registered with both competitions. The junior registration number is to be provided on results sheets as designated by the Competition Committee

Withdrawal from representative match

- 59.6 A player selected for a representative match and who subsequently withdraws will be ineligible to play for his club on either day of the match which coincides with the representative match.

Penalty

- 59.7 A club who plays a player in contravention of By-Law 59 will lose the match or matches involved, and lose any points earned in that match

- 59.7.1 The offending team may also be fined such sum as is determined from time to time by the Board.

Length of games

60. Matches in the Grade Competition will be of 2 days duration except where the Executive Committee or Competition Committee decides otherwise. (Refer to Competition Rules)

Disputed games

- 61.1 If a game is played in contravention of any By-Law the appropriate Committee of Management or the Executive Committee must be provided with a report on that game from the Competition Committee.
- 61.2 The Competition Committee has the power to declare any game a "no game" where no points are awarded to either side participating in the match.
- 61.3 Before making a decision the Competition Committee must be provided with a report from both the captains of both

participating teams and a report from the umpires officiating at the match.

- 61.3.1 Matches played under the CCJCA competition rules, reports to be provided by the team coach.

Cancellation

- 62.1 In an extreme emergency, which shall be in the discretion of the Executive Committee to determine, the Chairman of the CCCA or his representative may cancel a round or an individual game or games.
- 62.2 The Competition Committee has the power to reschedule such games if possible.

Deferred or replayed

63. The Competition Committee may allow a match to be deferred or replayed.

DISPUTES

Playing under protest

- 64.1 If any dispute or difference arises between competing teams the match will be played under protest.
- 64.2 The dispute or difference must then be referred to the Competition Committee in accordance with By-Law 70.

REPRESENTATIVE RULES

- 65.1 A player wishing to play representative cricket must first make him/herself available to the Association.
- 65.2 If the player is not selected for representative cricket for the Association then that player can, after first obtaining prior approval from the CCJCA Committee of Management OR the Executive Committee, play with any Association of his choice for that season only.
- 65.3 If a player registered with a club affiliated to the CCCA and/or CCJCA is selected for representative cricket with the CCCA or

CCJCA and subsequently applies for a transfer to a club in another association, that player will immediately be deemed ineligible to play for any CCCA or CCJCA representative side for the duration of the season in which he was registered and selected

66.1 All players are deemed to be eligible for representative selection unless they or their club notifies the Association to the contrary.

66.2 Any player who fails to notify the representative selectors of his unavailability for a game and is subsequently selected and then withdraws will be ineligible to play on either day of that match for any team engaged in a game being played under the auspices of the Association in that round.

Indemnity

67. Any player wishing to be considered for representative selection must complete and sign the representative indemnity form of the Association. This form must be forwarded to the Secretary of the association immediately.

Cap

68. Representative players will be eligible to receive a district cap after they have been selected for 3 games. Wash-outs and forfeits will be counted as a game. A replacement cap may be provided at the discretion of the Executive Committee

Age

69. To be eligible to play in any age group a player must be under the age at midnight on 31 August of the cricket season in question.

DISPUTES, PROTESTS AND/OR GRIEVANCES

70.1 All disputes or differences or grievances not otherwise covered in these By-Laws, the Rules, the Competition Rules or the appropriate Delegation will be decided by the appropriate Committee of Management or the Executive Committee.

70.2 Subject to By-Laws 70.7 and 70.8, the Competition Committee will have the power of the Committee of Management to deal with any of these disputes, protests or grievances.

- 70.3 Grade performances as determined by the Competition Committee will not be the subject of an appeal beyond the relevant Committee of Management.
- 70.4 The secretary of the club lodging a complaint dispute must provide particulars of that complaint or dispute to the appropriate Secretary (of the Association concerned) in writing within 72 hours of the occurrence.
- 70.4.1 Should the complaint or dispute arise during the last competition round or in the final series the Secretary of the club lodging a complaint or dispute must provide particulars of that complaint or dispute to the appropriate Secretary (of the Association concerned) in writing within 24 hours of the occurrence.
- 70.5 The details must be accompanied by a \$25.00 fee which shall be refunded if the appeal is upheld.
- 70.6 The club complained against must reply to the matters in dispute within 72 hours after receiving details of the dispute from the appropriate Association. If that club fails to do so then that Association may proceed with the enquiry and decide on the matters in dispute without giving further notice.
- 70.6.1 Should the complaint or dispute arise during the last round or in the final series, the club complained against, must reply to the matters in dispute within 24 hours after receiving details of the dispute from the appropriate association. If that club fails to do so then that Association may proceed with the enquiry and decide on the matters in dispute without giving further notice.
- 70.7 Appeals from all committees making a decision under this By-Law (but excluding the Judiciary Committee and subject to the restrictions contained in By-Law 70.1) must be made to the relevant Committee of Management or the Executive Committee as applicable within 72 hours of the making of the decision that is being appealed against.
- 70.7.1 Appeals arising during the last competition round or in the final series, from all committees making a decision under this By-Law 70 (but excluding the Judiciary Committee and subject to the

restrictions contained in By-Law 70.1) must be made to the relevant Committee of Management or the Executive Committee within 24 hours of the making of the decision that is being appealed against.

An appeal from the decision of a Committee of Management or Competition Committee may then be made to the Executive Committee.

Every appeal must be made through the Secretary of the appropriate sub-committee.

70.8 Each appeal must be lodged with the appropriate sub-committee Secretary within 72 hours of the receipt of any Committee's ruling.

70.8.1 Should the appeal arising during the last competition round or in the final series, the appeal must be lodged with the appropriate Secretary (of the Association concerned) in writing within 24 hours of the decision that is being appealed against.

TEAMS FROM INSTITUTIONS

71. The Executive Committee has the power to issue invitations to Institutions to participate in any competitions which are under the auspices of the Association.

72. In relation to teams entered from Institutions:

72.1 no more than 2 non-inmates will be allowed to play in any one game;

72.2 Those 2 non-inmates must be current employees of the Institution;

72.3 If either of these conditions is breached then that team forfeits the game in which the breach occurred and loses any points gained

73. The Institution agrees that all players will be subject to re-grading by the Association;

74. The Association has the power to decide in which competition and grade the teams will compete.

PART 11 – SELECTION COMMITTEE

75.1 The selection Committee will select players to practice for and teams to represent the Association in competitions conducted by the NSWCCA and any other fixtures as the Executive Committee from time to time determine.

75.2 The captains of all such teams will be nominated by the Selection Committee but the final decision rests with the Executive Committee.

PART 12 – HONORARY SECRETARY

76. The Secretary of the appropriate sub-committee will, as soon as practicable after being appointed as Secretary, lodge notice with the CCCA of his or her address.

77. The duties of the Secretary will be determined by the Executive Committee from time to time and may include responsibility for:

- 77.1 All administrative work of that sub-committee;
- 77.2 The maintenance and safe keeping of all records and minute books of that sub-committee;
- 77.3 The keeping of records, the names and addresses of all members of the Association; and
- 77.4 Keeping such further records as the Executive Committee may determine from time to time.
- 77.5 The Secretary must ensure that all minutes of every general meeting and all minutes of every Committee of Management meeting and minutes of any other meetings held are supplied to the Secretary of the CCCA by the 3rd Wednesday of each month.
- 77.6 The Secretary must ensure that all records of the sub-committee are available to the Executive Committee at any time.

PART 13 – HONORARY TREASURER

78. The Treasurer of the appropriate sub-committee will, as soon as practicable after being appointed as Treasurer, lodge notice with the CCCA of his or her address.

79. The duties of the Treasurer are determined by the Executive Committee. It is the duty of the Treasurer to ensure that:
- 79.1 All money due to the sub-committee is collected and all payments authorised by the sub-committee are made;
 - 79.2 Correct books and accounts are kept showing the financial affair of the sub-committee, including full details of all receipts and expenditure;
 - 79.3 A monthly statement is presented to each sub-committee meeting showing all receipts and payments made since the last sub-committee meeting and showing the current financial position of the sub-committee, with a copy to accompany the minutes of the sub-committee to affiliated club secretaries and to the CCCA Executive Officer;
 - 79.4 All monies owed to the sub-committee are paid and to implement procedure to recover outstanding monies;
 - 79.5 A budget is prepared if directed by the Committee of Management of the sub-committee;
 - 79.6 accurate records of the Association's equipment and clothing are maintained;
 - 79.7 details of all accounts received for payment are presented to each Committee of Management meeting of the sub-committee;
 - 79.8 issuing of invoices by the sub-committee is to affiliated clubs only. Any invoices to be issued to outside organisations are to be referred to the CCCA Executive Officer and the CCCA Financial Reporting Officer for approval;
 - 79.9 payments for reimbursement of an invoice without an ABN are to be detailed in full and accompanied by receipts and a written statement by the supplier as to how the supply is made;
 - 79.10 payments of reimbursement of expenses to an individual without an ABN are to be detailed in full and accompanied by receipts and a written statement by the supplier as to how the supply is made;
 - 79.11 the financial year of the sub-committee shall end on 31st May in each and every year;

79.12 at the end of May each year hand to the CCCA Executive Committee all appropriate documentation for forwarding to the CCCA Inc. auditor.

PART 14 – FUND SOURCE

80. The Funds of sub-committees shall be derived from the CCCA or as the Executive Committee directs.

80.1 Fines which may be imposed on affiliated bodies under the Competition Rules of the sub-committees, which have been approved by the CCCA Executive Committee.

80.2 The collection of specified fees by the Executive Committee will be the responsibility of the sub-committee.

80.3 All money received by the sub-committee shall be deposited as soon as practicable and without deduction to the credit of the Association's bank account.

80.4 The sub-committee shall, as soon as practicable after receiving any money, issue an appropriate receipt.

80.5 The funds of the sub-committee shall be used solely for the pursuant of the sub-committee's approved budget.

80.6 Cheques must be signed by any two of Chairman, Secretary or Treasurer of the sub-committee jointly.

80.7 The CCCA Executive Committee shall nominate from which bank the sub-committee shall operate its account.

81. To be eligible to take part in the CCCA Suburban Competition a Club must satisfy each of the following *Administration* Criteria:

81.1 A Club must be incorporated under the Incorporations Act

81.2 A Club must have a Constitution by which it will run its affairs. It is recommended that this Constitution be consistent with the Cricket NSW (CNSW) standard Constitution.

81.3 Prior to the deadline for nominating teams for the competition a Club must:

- a) Provide the CCCA with a copy of their Annual Financial Statements that were approved by the Club's members at their last AGM
- b) Have settled any and all amounts owing to the CCCA

81.4 A Club must pay 25% of the CCCA affiliation fees for teams being nominated at the time the nominations are submitted (date final nominations due to be advised by CCCA but likely to be 1 September)

81.5 A Club must be able to pay any amounts owing to the CCCA as and when they fall due during the season

81.6 A Club must promptly comply with all the reasonable requests for information by the CCCA and CNSW. Information includes, but is not limited to, submitting Match Results and Game Day Check-lists, Annual Financial Statements, Annual Budgets, notice of Annual General Meetings, Advice of Office Bearers and Delegates, and any miscellaneous information necessary for the conduct of the various CCCA Competitions

81.7 A Club must ensure that its nominated Delegates (President and/or Secretary and/or 1 other) attend CCCA Delegates meetings as scheduled.

82. To be eligible to take part in the CCCA Suburban Competition a Club must satisfy each of the following *Fielding of Teams* Criteria:

A club must fill its nominated teams from its highest divisional team downwards before filling its Suburban One Day competition teams.

82.1 A club must fill its nominated teams from its highest divisional team downwards before filling its Suburban One Day competition teams.

Where a Club fails to meet this requirement and a Division fixture is forfeited, on the first instance they will lose 6 points in all grades below the grade forfeited including all teams in the *Suburban* Competition. A second instance in the same season may at the discretion of the Executive Committee see the Club's CCCA affiliation cancelled immediately and they may be removed from all competitions.

82.2 There is no minimum number of teams that a Club must field to take part in the *Suburban* Competition

83. To be eligible to take part in the CCCA Suburban Competition a Club must satisfy each of the following Facilities Criteria:

83.1 A Club must have access to a synthetic pitch ground for each scheduled home match days play in each Suburban grade they nominate to play in. The CCCA appreciates that access to grounds continues to be the responsibility of the CCCA in conjunction with Councils and Clubs.

83.2 A Club must be able to provide suitable synthetic pitch practice facilities.

# of grades	<ul style="list-style-type: none"> A, B, C, D, E, etc (as many as required) Clubs must nominate teams in sequence i.e. A grade, B grade; not A and C grade <p>The CCCA Competition Committee may elect to push a team down grades in cases where they are not competitive or to balance the draw (done in consultation) e.g. Club A only has 1 Suburban Competition team and that team is probably a genuine 8th grade team. The Competition Committee may elect to grade that team into B grade or lower</p>
Teams per grade	<ul style="list-style-type: none"> Maximum of 12 / Minimum of 8 <p>Maximum of two teams per club per grade (however note that each Club gets one spot prior to any 2nd team requests being accepted)</p>
1-day format	The <i>Suburban</i> Competition is a 1-day 45 over per side competition
Club Championship	<i>Suburban</i> Competition will not be included in the <i>Grade Competition</i> Club Championship
Moving between Suburban & Grade Competitions	<ul style="list-style-type: none"> Players registered in the <i>Suburban</i> Competition will be assumed dual registered for both competitions so that they can play in the <i>Grade</i> Competition if required. Players that go up to fill spots in the <i>Grade</i> Competition will be able to return to the <i>Suburban</i>

	<p>Competition grade they came up from as long as they have not played two or more games in the <i>Grade Competition</i> i.e. <i>'No player may be relegated more than one grade, after playing two or more matches in a higher grade'</i>.</p> <p>Players that have played in the Grade Competition can only qualify to take part in the Suburban Competition semi final series if they have played 8 or more games in the Grade Competition (including 3 of last 5 rounds)</p>
Player regrades	<ul style="list-style-type: none"> • The <i>Suburban</i> Competition is a fully graded competition. However, in line with the objective of 'minimising administrative burden', the CCCA is only looking to regrade players in <i>exceptional</i> cases i.e. being on par with batting or bowling averages of award winners of previous seasons does not warrant a regrade. Being <u>well</u> above these averages will warrant regrading. • With this guiding principle in mind, regrades will take place at two set points in the draw (to be confirmed) and be based on a set formula (to be confirmed). There will be no right of Appeal to the CCCA Board on regrades • There will be no marquee status players • The CCCA reserves the right to regrade players out of the Suburban Competition in exceptional circumstances (duty of care). Once again the key word here is <u>exceptional</u>.
Statistics	<ul style="list-style-type: none"> • Player statistics for the Suburban Competition will be quarantined from the CCCA <i>Grade</i> Competition i.e. players will have separate <i>Grade</i> and <i>Suburban</i> statistics