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# CIRCULAR

**ROYAL NSW BOWLING ASSOCIATION LTD.**

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**No: 11/2016**  
**Date: 1<sup>st</sup> July 2016**  
**To: Zones, Districts & Clubs**  
**Re: Expression of Interest to Host**  
**2017 Junior Inter-Zone 7-A-Side**  
**2017 Champion of Club Champions Singles and Pairs**  
**NSW Keno Blues v Victoria**  
**NSW Keno Blues v ACT**  
**2017 Bowls NSW State Pennants Finals (Grades 1-7)**  
**2017 Australian Junior Championships (Bowls Australia Event)**

All NSW Bowling Clubs with the capacity to host or co-host 2017 Bowls NSW Events are now invited to submit an Expression of Interest for the consideration of the State Match Committee.

Bowls NSW currently has (through an agent) negotiations open with Local Councils and/or Visitor Information Centres (VIC) to attract funding towards hosting 2017 State Pennant Finals.

*Clubs must NOT approach Councils or Visitor Information Centres for support.*

Any funding secured from Councils/VIC will be applied towards the hosting fees for Clubs within that Council area, reducing the commitment of those Clubs.

Bowls NSW retains the sole right to engage sponsors, event supporters, event partners and commercial agreements relating to the State Pennant Finals.

Clubs may partner with local businesses to offset the hosting fee, however any such partner must not conflict with any Bowls NSW sponsors and approval must be obtained from Bowls NSW.

Please see the requirements (attached) for each event.

Expressions of Interest should be returned via email to Andrew Lynn, Sports Coordinator [andrewlynn@bowlsnsw.com.au](mailto:andrewlynn@bowlsnsw.com.au) or Fax to 9283 4252.

Expressions of Interest should reach the RNSWBA no later than Friday 12 August 2016

Greg Helm  
Chief Executive Officer  
Bowls NSW.

## **2017 Junior Inter-Zone 7-A Side Championship - Saturday 19 and Sunday 20 August 2017**

The Junior Inter-Zone 7-a-Side involves 16 sides, each comprising of 7 players, a Manager and/or Coach, total minimum number of people involved 128. Each side may also be accompanied by reserves (bringing total possible player/manager numbers up to around 160).

Expressions of Interest are invited from

- Individual Clubs with 4 greens

The Expression of Interest should address the following;

- The ability of the club to host the event
- Ability of the club to provide markers for the event (8 markers in each of 5 playing sessions)
- Green space
- Club indoor/outdoor facilities
- Catering capabilities
- Local Accommodation Capacities
- Parking
- Volunteer Management
- Availability of local services (transport etc)
- The Club must agree to allow all players selected to participate in the championship.
- Ability for club to promote event to local media and clubs in order to maximise local publicity and interest.
- Hosting Fee of \$3500 + GST.
- The Club is required to provide a light lunch for players and officials on both days of play
- Email availability as the preferred method of communication with Event Coordinator.
- Clubs will be required to abide by Bowls NSW Policies during the event, including the *Smoke Free Greens* policy.

Expressions of Interest should be returned via email to Andrew Lynn, Sports Coordinator [andrewlynn@bowlsnsw.com.au](mailto:andrewlynn@bowlsnsw.com.au) or Fax to 9283 4252.

Expressions of Interest should reach the RNSWBA no later than Friday 12 August 2016

## **2017 Champion of Club Champions Singles and Pairs – Tuesday 7 – Friday 10 November 2017**

The Champion of Club Champions Singles and Pairs involves 16 Zone qualifiers in Singles and Pairs, playing knockout over 2 days for each event (2 days singles and 2 days pairs) 2 matches are scheduled on each day of play.

Expressions of Interest are invited from

- Clubs who can provide a minimum of 8 rinks for the Championship

The Expression of Interest should address the following;

- The ability of the club to host the event
- Ability of the club to provide markers for the event (Singles)
- Green space
- Club indoor/outdoor facilities
- Catering capabilities
- Local Accommodation Capacities
- Parking
- Volunteer Management
- Availability of local services (transport etc)
- Ability for club to promote event to local media and clubs in order to maximise local publicity and interest.
- The Club must agree to allow all players qualifying to participate in the finals series.
- NO hosting fee
- The Club is required to provide a light lunch for players and officials on each day of play (players involved in the morning round of play)
- Email availability as the preferred method of communication with Event Coordinator.
- Clubs will be required to abide by Bowls NSW Policies during the event, including the *Smoke Free Greens* policy.

Expressions of Interest should be returned via email to Andrew Lynn, Sports Coordinator [andrewlynn@bowlsnsw.com.au](mailto:andrewlynn@bowlsnsw.com.au) or Fax to 9283 4252.

Expressions of Interest should reach the RNSWBA no later than Friday 12 August 2016

**2017 NSW Keno Blues & WBNSW State Side v ACT -**  
*Monday 16 & Tuesday 17 January 2017 (Dates to be confirmed)*

**2017 NSW Keno Blues & WBNSW State Side v VICTORIA-**  
*Tuesday 7 & Wednesday 8 February 2017*

The New South Wales v Queensland Interstate Test Series involves The NSW Keno Blue State Side and Womens Bowls NSW State Side playing against the respective State Sides. Each State Side comprises of 12 players (48 players in total) Sides are accompanied by a Manager, Coach and State Officials.

Expressions of Interest are invited from

- Clubs who can provide a minimum of 2 greens for the series

The Host Club is required to provide

- Light lunch for players and officials on each day of play
- Ground transport from airport to club/motel as required

The Expression of Interest should address the following;

- The ability of the club to host the event
- Green space
- Club indoor/outdoor facilities
- Catering capabilities
- Local Accommodation Capacities
- Parking
- Volunteer Management
- Availability of local services (transport etc)
- Ability for club to promote event to local media and clubs in order to maximise local publicity and interest.
- The Club must agree to allow all players selected to participate in the finals series.
- NO hosting fee
- The Club is required to provide a light lunch for players and officials on each day of play
- Email availability as the preferred method of communication with Event Coordinator.
- Clubs will be required to abide by Bowls NSW Policies during the event, including the *Smoke Free Greens* policy.

Expressions of Interest for each series should be returned via email to Andrew Lynn, Sports Coordinator [andrewlynn@bowlsnsw.com.au](mailto:andrewlynn@bowlsnsw.com.au) or Fax to 9283 4252.

*Please note that this series is a joint series with Womens Bowls NSW. Expressions of Interest will be shared with Womens Bowls NSW.*

Expressions of Interest should reach the RNSWBA no later than Friday 12 August 2016

## 2017 State Pennants Finals – Saturday 5, Sunday 6 and Monday 7 August 2017

State Pennant Finals involves 16 sides, each comprising of 12 players and a Manager, total minimum number of people involved 196. Each side may also be accompanied by reserves (bringing total possible player/manager numbers up to around 250).

Expressions of Interest are invited from

- Individual Clubs (with 4 greens) OR
- An alliance of two (2) or three (3) clubs who may submit a combined Expression of Interest under a co-hosting arrangement to host a Grade between each venue. (Expressions from these clubs should confirm the details of this agreement and set out the number of greens available at each club including which club will host the Final)

The Expression of Interest should address the following;

- The ability of the club to host the event
- Green space
- Club indoor/outdoor facilities
- Catering capabilities
- Local Accommodation Capacities
- Parking (pennants including bus/coach)
- Volunteer Management
- Availability of local services (transport etc)
- The Club must agree to allow all players from clubs qualifying to participate in the finals series.
- Ability for club to promote event to local media and clubs in order to maximise local publicity and interest.
- Hosting Fee of \$5000 + GST. (proportion be paid by partnering clubs in the proposal)
- Ability for Club to provide Live Scoring/Updates online
- Email availability as the preferred method of communication with Event Coordinator.
- Clubs will be required to abide by Bowls NSW Policies during the event, including the *Smoke Free Greens* policy.

### Hosting Fee

The Club/s successful in their bid to host a 2017 State Pennant Final will be required to pay a hosting fee.

The hosting fee for each Grade of State Pennants is **\$5 000 + GST**.

Hosting a State Pennant Final has the potential to generate a significant Return on Investment for the club and for the local businesses.

Bowls NSW currently has (through an agent) negotiations open with Local Councils and/or Visitor Information Centres (VIC) to attract funding towards hosting 2016 State Pennant Finals.

*Clubs must NOT approach Councils or Visitor Information Centres for support.*

Any funding secured from Councils/VIC will be applied towards the hosting fees for Clubs within that Council area, reducing the commitment of those Clubs.

Bowls NSW retains the sole right to engage sponsors, event supporters, event partners and commercial agreements relating to the State Pennant Finals.

Clubs may partner with local businesses to offset the hosting fee, however any such partner must not conflict with any Bowls NSW sponsors of the State Pennant Finals and approval must be obtained from Bowls NSW.

Expressions of Interest should be returned via email to Andrew Lynn, Sports Coordinator [andrewlynn@bowlsnsw.com.au](mailto:andrewlynn@bowlsnsw.com.au) or Fax to 9283 4252.

Expressions of Interest should reach the RNSWBA no later than Friday 12 August 2016

## **2017 Senior Inter Zone Sides Championship**

*Tuesday 16 – Thursday 18 May 2017 – To be hosted by Clubs in Zone 13*

## **2017 Inter-Zone Sides Championship**

*Saturday 9 – Monday 11 September 2017 - To be hosted by Clubs in Zone 14*

Senior Inter-Zone Sides Championship involves 16 sides, each comprising of 12 players and a Manager, total minimum number of people involved 196. Each side may also be accompanied by reserves (bringing total possible player/manager numbers up to around 250).

Inter Zone Sides Championship is currently under review – to comprise either sides of 16 players or 12 players. (Note – Host requirements are similar to those in attachment for State Pennants)

These events are to be hosted within each Zone over a 16 year period, according to a hosting roster.

In 2017 the Senior Inter-Zone Sides Championship is to be hosted by Clubs in Zone 13

In 2017 the Senior Inter-Zone Sides Championship is to be hosted by Clubs in Zone 6

Expressions of Interest are invited from

- Individual Clubs (with 4 greens) OR
- An alliance of two (2) or three (3) clubs who may submit a combined Expression of Interest under a co-hosting arrangement to host a Grade between each venue. (Expressions from these clubs should confirm the details of this agreement and set out the number of greens available at each club including which club will host the Final)

The Expression of Interest should address the following;

- The ability of the club to host the event
- Green space
- Club indoor/outdoor facilities
- Catering capabilities
- Local Accommodation Capacities
- Parking (pennants including bus/coach)
- Volunteer Management
- Availability of local services (transport etc)
- The Club must agree to allow all players from clubs qualifying to participate in the finals series.
- Ability for club to promote event to local media and clubs in order to maximise local publicity and interest.
- Email availability as the preferred method of communication with Event Coordinator.
- Clubs will be required to abide by Bowls NSW Policies during the event, including the *Smoke Free Greens* policy.

### **Hosting Fee**

There is **no** hosting fee for the Senior Inter-Zone Sides Championship or Inter-Zone Sides Championship.

Expressions of Interest should be returned via email to Andrew Lynn, Sports Coordinator [andrewlynn@bowlsnsw.com.au](mailto:andrewlynn@bowlsnsw.com.au) or Fax to 9283 4252.

Expressions of Interest should reach the RNSWBA no later than Friday 12 August 2016

## **2017 Australian Junior Championships**

*Friday 29 September – Monday 2 October 2017 (dates subject to confirmation)*

Note – this is a Bowls Australia Event to be hosted within NSW.

The allocation of the event will be made by Bowls Australia and the host club will enter a hosting agreement with Bowls Australia.

Expressions of Interest should be returned via email to Andrew Lynn, Sports Coordinator [andrewlynn@bowlsnsw.com.au](mailto:andrewlynn@bowlsnsw.com.au) or Fax to 9283 4252.

Expressions of Interest should reach the RNSWBA no later than Friday 12 August 2016

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## 2017 Australian Under 18 Championships Host club requirements and event information

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### Event dates: TBC

### Host Club Requirements

- It is recommended that the appointed host club is no further than **90 minutes** from a major airport (in this case, Sydney or Brisbane International Airport).
  - This is to allow teams to depart following the conclusion of the event and avoid an extra night of accommodation.
- The host club should be appropriately positioned near suitable accommodation and services.

### Format:

- The event will be held as a sectional round robin in each discipline, with STA's playing against all other STA's within their sections.
- Finals will be held on the final day, with the winners of each section playing off for the 1<sup>st</sup>/2<sup>nd</sup> spots. Finals are played to determine each finishing position.
- Disciplines played will be as follows (in both genders):
  - Singles;
  - Pairs;
  - Triples;
  - Fours.
- There will be three match times per day.

### Green requirements:

- 16 rinks (at least 3 greens) are required for the practice day and all competition days.
- Rinks should be as wide as possible, within the requirements of the laws of the sport.

### Technical Officials (markers and umpires):

- BA will fund at least two interstate (2) International Technical Officials (ITOs) to attend the event and officiate as markers and/or umpires.
- Coordination of additional technical officials to cover the below requirements will be a joint undertaking with the host state's umpiring chair and the host club.
  - 4 marking duties per session per day;
  - At least 1 (preferably 2) umpires per green per session.
- It would be recommended that ITO's based within NSW are offered the opportunity to officiate at the event.
- Umpire equipment is the host club's responsibility, however BA are happy to assist if appropriate equipment cannot be sourced.

### Volunteers:

- All rink scoreboards should be attended during all matches to ensure accurate display of match scores
- Any other volunteer positions are at the discretion of the club as they require to host the event

## Catering:

- The club is responsible for providing a sit-down lunch to all players, coaches, additional STA members, volunteers (including Technical Officials) and BA board and staff each day of competition as ordered. This is expected to be between 100 - 120 meals.
- It is an expectation that the host club provides all technical officials and volunteers with lunch, inclusive of a drink, free of charge to the individual.
- Lunch should be priced at between \$10 and \$15 per head; STA's should be invoiced by the club for their allocation of meals immediately following the event.

## Celebration Evening

- A celebration evening is traditionally held at some point during the event; the club should have the capacity to provide drinks and finger food to cater for this meal.
- BA and the host club will liaise to determine cost for the event but this should be around \$10 per person.
- Club will invoice STA's for this cost.

## Event management

- BA will appoint an event manager to oversee the event. This person will have regular interaction with an appropriate contact at the club in the lead up to the event.
- They will require a designated space at the club from which to work out of, alongside the media coordinator.

## Event equipment

- BA will provide all scorecards, medals, scoreboard name plates, toucher and paddles for the markers.
- Online results will be available through BA's competition management system Sportsdesq
- The host club shall provide mats, jacks and appropriate rink markers for bowls in the ditch.
- At least 10 flag poles are required (one for each state, two for BA) – should the club wish to fly their own flag, another flag pole will be required.

## Media and communications

- BA will appoint a media coordinator to the event.
- The host club is welcome to engage local media, but should keep appointed BA personnel informed of any media opportunities
- Results will be sent to AAP from BA staff
- BA staff will design and produce an event program

## School Terms, 2017

State	End Term 3	Start Term 4
ACT	Fri, Sept 22	Mon, Oct 9
NSW	Fri, Sept 22	Mon, Oct 9
NT	Fri, Sept 29	Mon, Oct 9
QLD	Fri, Sept 15	Tue, Oct 3
SA	Fri, Sept 29	Mon, Oct 16
TAS	Fri, Sept 29	Mon, Oct 16
VIC	Fri, Sept 22	Mon, Oct 9
WA	Fri, Sept 22	Mon, Oct 9



# 2017 State Pennants Finals (Grades 1-7)

## Host Requirements



### 1 Requirements Of Greens

Host Clubs are required to provide a minimum of four greens for Sectional Play (may be split between two venues, each hosting two sections)

### 2 Factors To Be Considered

#### ***Greens:***

The greens must be of a high standard

#### ***Lighting of Greens***

Where possible host clubs should have lighting on at least one green

#### ***Catering***

The Club must be capable of efficiently catering for lunches for the players and spectators.

To allow the Finals Series to run to timetable it is important that players are fed in a timely manner. Delays in feeding players are NOT acceptable.

#### ***Club House:***

The Club house must be capable of holding the number of players and spectators that this event attracts.

#### ***Motel Accommodation.***

Most Sides participating in the State Pennant Finals Series will require motel accommodation. Sufficient suitable motel accommodation must be available within a reasonable distance of the host club.

Where Bowls NSW partners with a Council/Visitor Information Centre Participants will be advised to book through the Visitor Information Centre. .

#### ***Spectator Comfort***

It is of critical importance that the general public and supporters are welcomed and accommodated around all sides of the green being used.

This consideration is a high priority when the Club/Clubs to host a Final series are being evaluated. We must attract spectators to support the game and create a great atmosphere for all concerned.

#### ***Greens and Club Facilities***

The club must have adequate parking available (including bus/coach parking) or able to be accessed.

Snack Bar/ Food facilities for all concerned must be available all weekend and morning tea/coffee etc.

The club should have communication facilities, including fax, telephone and internet.

Where more than one club is to be used for sectional play, each club hosting sectional play must provide a minimum of eight (8) rinks.

The Club must agree to allow all players from clubs qualifying to participate in the finals series.

#### ***Sponsor Servicing***

The Club is to display banners or advertising as endorsed by Bowls NSW and provided by Bowls NSW or sponsors of Bowls NSW.

### 3 Host Co-ordinator

The Host Clubs are to appoint a Coordinator to act as the principle contact for Bowls NSW the State Match Committee in regards to correspondence and arrangements for the State Pennants Finals Series.

The Coordinator is also to ensure that all preparation for the State Finals series is made and the requirements to compile and communicate the results to the RNSWBA are met.

Clubs will be issued host guidelines, to assist them in efficiently running the event.