



Guidelines for Country Clubs Requesting to Change Leagues

Procedure - Club

1. It is a requirement that prior to the forwarding of the proposal to the Zone representative, tacit approval has been received from the Executive of the League that the club wishes to join.
2. The Club requesting to change Leagues is to provide a written submission to their relevant Zone Representative on the Bowls WA Country Committee for consideration. Within the submission the club should include the following:
 - The reasons why it is requesting the change
 - The benefits that the change will present to the club
 - The benefits that the change may bring to the League it wishes to join (if any)
 - A spokesperson who will speak on behalf of the club and who may be required to speak on behalf of the proposal at a Country Committee meeting.
3. The club will also forward a copy of the submission to their current League and to their proposed new League (if not already done so) for information.

Procedure – Leagues

1. The League to which the club is wishing to transfer to is to forward to their Zone representative on the Country Committee their response (in writing) to the proposed transfer, citing the benefits such a transfer will bring to their League.
1. The League to which the club is wishing to transfer from is to forward to their Zone representative on the Country Committee their response (in writing) to the proposed transfer, citing any disadvantages such a transfer will bring to their League. Within this will be a recommended outcome.

Procedure – Zone

1. Upon receipt of the written proposal from the club, the Zone representative will table the submission at the next Zone meeting and include the issue on the Agenda for the next meeting of the Country Committee and via the Chief Executive Officer, distribute to the members of the Committee.

Procedure – Country Committee

1. Upon receipt of documentation above and discussion at the next available Country Committee meeting, the committee will make a decision on the proposal as put. In arriving at this decision the committee may:

- Call representatives from both Leagues as well as the proposing club to present their position on the proposed transfer.
- Consult the relevant Zone representatives on the positions of the Zone. (This position is for further information and is not binding on any decision made).
- The decision will be arrived at by a vote taken by the Country Committee (each Zone will have one vote), noting any conflicts of interest from members.
- If in the event of a tie the Country Director will have the casting vote.
- The Country Committee will submit a report and recommendation to the Bowls WA Board for endorsement.

Notes: In the event of only some players leaving a club to play pennants in another League these players will only be eligible to be selected for the Inter League Round Robin from the League that they are playing Pennants.

The club that is being split in player numbers must also abide by the Constitution and By Laws of both Leagues including the payment of appropriate affiliation fees.

Common sense must prevail at all times and should be in the best interest of the sport of bowls.

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| 1 | 15 December 2008 | Country Committee | Immediate | Corporate |
| 2 | 19 January 2009 | Executive | Immediate ✓ | Governance ✓ |
| 3 | 25 July 2011 | | | Policies & Procedures ✓ Staff Manual |