



# COMPETITION ADMINISTRATION RULES

## INTRODUCTION

The management of competitions conducted by Greater Illawarra Cricket Zone shall be vested in:

- The Zone Administrator of Greater Illawarra Cricket Zone; and
- The Committee of Management of the Greater Illawarra Cricket Zone

as elected / appointed annually and have delegated authority under the Incorporation Rules.

This document covers the administration rules of competitions conducted by Greater Illawarra Cricket Zone either as social competitions, club competitions, or representative competitions.

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

The term 'Zone' within the rules means the Greater Illawarra Cricket Zone who shall, each season;

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

## CONTENTS

INTRODUCTION.....	1
CONTENTS.....	1
1 AFFILIATED BODY REQUIREMENTS.....	2
2 OFFICIALS.....	2
3 PLAYHQ.....	3
4 PLAYER PROCESSING.....	4
5 REPRESENTATIVE CRICKET.....	5
6 GROUNDS.....	5
7 ACCOUNTS.....	6
8 DEFAULTERS.....	6
9 CLOTHING.....	7
10 OFFICIAL UMPIRES.....	8
11 INVESTIGATION OF MATCHES, PROTESTS, AND DISPUTES.....	9





## 1 AFFILIATED BODY REQUIREMENTS

### 1.1 Affiliated Bodies

1. Associations eligible to participate in the specific competitions shall be this elected and listed in the Zone Constitution
2. Clubs affiliated to eligible associations may also participate in specific competitions as approved by the Greater Illawarra Cricket Zone Committee of Management.
3. Non-Affiliated Associations or Clubs may be invited to participate in non-specific competitions at the discretion of the Greater Illawarra Cricket Zone Committee of Management.

### 1.2 Zone Meetings

#### 1.2.1 Zone General Committee

Affiliated Associations shall nominate and have 2 delegates attend the Zone General Meetings. The delegates will be elected and nominated annually by their respective associations.

#### 1.2.2 Meeting Attendance

1. Affiliated Associations shall have their two approved delegates at all Zone General Meetings.
2. Failure to do so, without prior satisfactory explanation will result in a fine for each delegate non-attendance, or potentially removal from the Zone Committee of Management in accordance with the Zone Constitution.

### 1.3 Insurance & Participant Injury

1. All Associations and Clubs shall take out and maintain appropriate club & official insurance and player accident insurance for all registered players each year. This shall form part of their member registration process.
2. When a player sustains an injury in a Zone Competition, the player's name and the nature of the injury must be advised to the Zone Administrator and their Association/Club Secretary as soon as practicable.
3. Should the player wish to lodge an insurance claim, details can be obtained on the Internet <https://au.marsh.com/sport/make-a-claim.html> or by contacting their Association/Club secretary.
4. The Zone shall accept no insurance liability for injury or incident beyond that provided for under the National Club Insurance Scheme.

## 2 OFFICIALS

The term 'Officials' refers to all Association or Club Office Bearers & Committees, Senior and Junior team Coaches & Managers, or Team Captains as the case may be.

### 2.1 Junior Team Coaches and Managers

#### 2.1.1 Requirements

Each match involving junior teams will provide a minimum of 2 adult supervisors responsible for each teams management on game days – coaching, managing, umpiring and scoring.

#### 2.1.2 Coaching Qualifications

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





## 2.2 Working with Children Legislation

1. The Greater Illawarra Cricket Zone and affiliated Associations shall comply with the current Working with Children principles and guidelines, and the Cricket Australia Safeguarding Children & Young People Policy (Refer to Cricket Australia and Cricket New South Wales guidelines and Working with Children website).
2. An Association shall require, establish and maintain a Working with Children register of its Officials.
3. Associations as a minimum, require all their committees, team officials & captains to complete a 'Working with Children' declaration form online. This form shall be duly completed and processed by the intending official and association; and shall remain in the custody of the Association Administrator/Secretary.
4. Failure to provide the declaration and maintain records may also render associations liable to further legal action should events arise.

## 2.3 Association Compliance

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

## 2.4 Attendance at Instructional Meetings

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

# 3 PLAYHQ

**Note:** Fines will be applied if all required PlayHQ data is not entered within 24 hours of match completion.

## 3.1 PlayHQ System

1. Cricket Australia provides an online database system for both the Association and Clubs to co-ordinate and centralise daily operations. The PlayHQ system shall be used to;
  - a. Register all players
  - b. Coordinate the competition draws
  - c. Collate all match result data
  - d. Collate all player statistics
  - e. Display points ladders
2. Clubs and teams are expected to use the system and keep Club sites up to date.

## 3.2 PlayHQ Data Entry

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





### 3.3 PlayHQ Training & Use

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

## 4 PLAYER PROCESSING

### 4.1 Player Clearances

**Note:** All clearances and transfers must be completed before player participates in a game for the new team.

#### 4.1.1 General Requirements

1. For a player to represent their association or club in a Zone Competition, they must be cleared to play for that club or association of any other association that is not inside the Zone's Player Development Pathway.
2. For clubs participating in Zone Competitions, player clearances are to be approved by the association upon which they are affiliated with under their association's player clearance rules.
3. Players may not play in a Zone Competition if they do not play club cricket within Greater Illawarra Cricket Zone, without exemption from the Greater Illawarra Cricket Zone Committee of Management.

#### 4.1.2 Powers and Qualifications

1. The Zone Committee of Management has the power to amend the player processing requirements at any time it sees fit in a Zone General Meeting.

### 4.2 Player Registration

#### 4.2.1 General

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

#### 4.2.2 Registration Method

1. Associations and Clubs are responsible for gaining and verifying any player clearance that may be required first. (see Player Clearances)
2. The player (or Club) shall enter electronically the player's registration details in the PlayHQ Management System, registered accordingly for:
  - a. Senior Cricket
  - b. Junior Cricket
3. Associations and clubs must:
  - a. verify the player's age (mainly juniors) by sighting an eligible proof of age document. (Extract of a birth certificate, passports, etc). Sighting is only required on first registration.
  - b. ensure any player clearances required are processed accordingly. (see Clearances)
  - c. finally register the player(s) to the Zone Manually in the MyCricket system.
4. Registration in this method is deemed a Club has certified the player(s) eligibility.
5. Failure to comply renders that player unqualified or uncleared and subject to the relevant administration rules.





### 4.3 Age Eligibility

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

## 5 REPRESENTATIVE CRICKET

### 5.1 Senior Representative Cricket Eligibility

1. The Zone runs senior representative cricket competitions that only affiliated associations may enter.
2. A player is eligible to play senior representative cricket for an association in the Zone only if:
  - a. They are representing the association where they play senior club cricket in the current season; **AND**
  - b. They have not played in competitions under the auspice of Cricket NSW, outside of the Greater Illawarra Cricket Zone Player Development Pathway in the current season. (Meaning players participating in NSW Premier Cricket or the Sydney Cricket Association are not eligible); **OR**
  - c. They have been granted an exemption by the Zone Chairperson or Zone Deputy Chairperson under the delegated authority of the Greater Illawarra Cricket Zone Committee of Management.

### 5.2 Junior Representative Cricket Eligibility

1. The Zone runs junior representative cricket competitions that only affiliated associations may enter.
2. A player is eligible to play junior representative cricket for an association in the Zone only if:
  - a. They are representing the association where they reside within the association boundaries in the current season; **AND**
  - b. They have not played in competitions under the auspice of Cricket NSW, outside of the Greater Illawarra Cricket Zone Player Development Pathway in the current season. (Meaning players participating in Sydney junior competitions are not eligible); **OR**
  - c. They have been granted an exemption by the Zone Chairperson or Zone Deputy Chairperson under the delegated authority of the Greater Illawarra Cricket Zone Committee of Management.

## 6 GROUNDS

### 6.1 Ground Bookings

1. It is the responsibility of the hosting authority as fixtured for Zone Competitions to book grounds for use during Zone competitions, unless otherwise organised by the Zone.
2. The hosting authority is responsible for ensuring:
  - a. Grounds have been clearly marked and are fit for play
  - b. Amenities at the ground are unlocked and available for use.

### 6.2 Grants & Allowances

1. Greater Illawarra Cricket Zone shall pay allowances to hosting authorities for the use of turf facilities as outlined in the Zone's Fees, Fines and Payments Schedule. It is the responsibility of the hosting authority to pay, if required, fees to councils or private ground owners for use of grounds they play on.
2. If the hosting authority has not complied with (6.1 Ground Bookings), allowances will not be payable.
3. Greater Illawarra Cricket Zone at times may assist in the provision of grants for grounds and facilities across the Zone at the discretion of the Greater Illawarra Cricket Zone Committee of Management.





## 7 ACCOUNTS

### 7.1 Schedule of Fees, Fines, and Payments

A schedule of Fees, Fines, and Payments shall be determined each season by the Zone, encompassing:

- Affiliation and Team Nomination
- Ground Usage Fees & Allowances
- Other Allowances
- Player Levies
- Fines, inclusive of occurrences of Non Entry of MyCricket Results and breaches of Covid Safety Plans
- Dispute and Judiciary Lodgement
- Umpiring Service & Rates
- Honoraria for Official Services

### 7.2 Capitation Fees

1. Affiliation fees shall be incurred equally by each affiliated Association, each season
2. Team entry fees shall be incurred by each association or club team, each season.

### 7.3 Fines

Any fines incurred as listed in the schedule shall be invoiced on the Associations and Clubs where applicable. The Commissioner has the right to penalise, and or remove teams from zone competitions for failing to adhere to the Covid Safety Plans and the Public Health Orders implemented around COVID-19.

### 7.4 Disputes & Judiciary Fees

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

### 7.5 Payment of Invoices

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

## 8 DEFAULTERS

1. Defaulter shall mean failure to pay an amount owing for entry fees, subscriptions, competition fees, umpiring fees, registration fees, fines and levies, tickets for social functions properly issued by any player under the auspice of Greater Illawarra Cricket Zone
2. Any Player on the Country Cricket NSW, Cricket NSW, and Cricket Australia Defaulters list are also deemed defaulters under competitions administered by the Greater Illawarra Cricket Zone
3. Defaulters under these competition administration rules are not eligible to play in any Greater Illawarra Cricket Zone conducted competitions, or any competitions run by its affiliates.





## 9 CLOTHING

### 9.1 Uniforms

1. All players shall play in their approved club/association uniform for the club/association they are representing.
2. All players on each team shall play in the same approved playing shirts and attire

#### 9.1.1 White Cricket Clothing

1. In competitions where white cricket clothing is to be worn, players shall be allowed to wear the following:
  - approved collared white or cream Club/Association Shirt (containing up to a maximum of 40% colour)
  - long white or cream trousers
  - white or cream sweater
  - predominately white enclosed footwear
  - official Club/Association headwear
2. Coloured or reflective arm bands or head bands are not permitted to be worn by bowlers whilst bowling.

#### 9.1.2 Coloured Cricket Clothing

1. In competitions where coloured cricket clothing is to be worn, players shall be allowed to wear the following:
  - approved collared coloured Club/Association Shirt (containing up to a maximum of 40% white)
  - Club/Association Coloured Trousers
  - enclosed footwear
  - official Club/Association headwear
2. White or reflective arm bands or head bands are not permitted to be worn by bowlers whilst bowling.

#### 9.1.3 Clothing Approval

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

### 9.2 Footwear

1. Footwear must be fully enclosed and for safety:
  - a. must have a non-slip all weather sole
  - b. Concrete or synthetic covered pitches
    - i. when running on surface must NOT contain 'metal sprigs' or be worn (Damages pitch surface). Sprigs may only be worn in outfield.
    - ii. Caution! Footwear with 'plastic screw-in cleats may present a slip hazard on worn synthetic surfaces. (Surfaces may also be damaged)
  - c. Turf wickets – when batting or bowling strongly recommend contains 'metal sprigs' (prevents slipping & excessive pitch grass burning marks).

### 9.3 Headwear

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







## 10 OFFICIAL UMPIRES

1. All officiating umpires must be financial members of an umpires association that is affiliated with an affiliate association within the Greater Illawarra Cricket Zone.

### 10.1 Official Umpire Appointments

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

### 10.2 Umpire Reports

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

### 10.3 Umpire Payments

Official Umpires will be paid for their services at the rate stipulated in the Zone Fees, Fines, and Payments Schedule as determined from time to time.

### 10.4 Umpiring Invoices

1. Greater Illawarra Cricket Zone shall fund all umpiring appointments for all Zone Representative Matches
2. Greater Illawarra Cricket Zone may choose to invoice teams for umpiring appointments for other competitions
3. Invoices issued are due and payable within the terms of payment period from the date of issue
4. Clubs or Associations which fail to settle their invoices within 7 days thereafter (or such other time as may be granted) may be further penalised with either a loss of competition points and/or exclusion from playing in all Zone competitions under the control of the Zone until such time as the invoices are paid.







## 11 INVESTIGATION OF MATCHES, PROTESTS, AND DISPUTES

### 11.1 Committee May Investigate

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

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

### 11.2 Team May Lodge Protest or Complaint

Any Club / Association / team which participated in a match in a competition conducted by the Zone may lodge a protest against the result of the match or a complaint against any player or club involved in the match by lodging a notice in writing with the Association within 14 days of the event which gave rise to the protest or complaint.

### 11.3 Committee to Adjudicate on Protests or Complaints

The Zone Committee of Management shall adjudicate on any protest or complaint.

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

The Committee shall have power to require:

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

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

### 11.5 Action by Committee

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

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

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

Notwithstanding the provisions of Rule 11.5, the Zone Committee of Management shall not take any action against a player or club without previously advising the relevant player or club of the proposed course of action and the reasons for that course of action and allowing the player or club the opportunity to orally address and make written representations to the Committee. Neither the player nor the club shall be entitled to legal representation when appearing before the Committee unless the Committee, in its discretion, determines that such representation would assist the Committee's investigation or adjudication.





### 11.7 Right of Appeal to Higher Level Associations

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

1. Greater Illawarra Cricket Zone Appeals Committee
2. Country Cricket Committee of Management
3. NSW Cricket Board.

With any appeal the Secretary/Administrator of the relevant Association is to be notified within 7 days of the date on which the Committee of the relevant Association hands down its decision in relation to that course of action.

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

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

