

Schedule D : Functions and Responsibilities of GBA Committees

GBA Joint Executive Committee Functions and Responsibilities

1. General GBA administration.
2. GBA Constitution & Rules. Schedules and protocols.
3. GBA Annual General Meetings / Special General Meetings. GBA Joint Council Meeting.
4. Finance generally. GBA 2010 Statement of Accounts and Balance Sheet. Set affiliation fees. Insurance.
5. Collect affiliation fees. Pay Bowls England affiliation fees. Distribute County affiliation fees. Keep database of affiliated members.
6. Legal matters. Legislation relevant to bowlers and bowling clubs. Including Safeguarding, Equality, Health & Safety, Data Protection (GDPR).
7. Liaison with Bowls England. Dealing with Bowls England directives.
8. Receiving and disseminating Bowls England and Bowls Development Alliance (BDA) advice and information. Coach Bowls and Safeguarding amongst key priorities.
9. Disciplinary matters. GBA Disciplinary Committee is a JEC sub-committee.
10. Liaison with clubs regarding coaching, umpiring and greens.
11. County colours, County badges and County uniform.
12. Club uniform applications
13. Mixed County Matches.
14. Mixed competitions.
15. Liaison with other counties for touring sides.
16. Development. Recruitment. Youth development. Promotion
17. GBA Annual Presentation Luncheon.
18. GBA Club Handbook. GBA Divisional Yearbooks. Bowls England Yearbook.
19. Web site – Gloucestershire Bowls Portal
20. Applications for club membership.
21. GBA Associate Members.

GBA Men's and Women's Division Management Committees Functions and Responsibilities

1. Division-specific GBA administration.
2. Keep divisional membership database.
3. Divisional Management Committee Meetings.
4. Divisional Delegate Meetings. Section Meetings (MD only).
5. Election of divisional Officers and Officials.
6. Finances. Management of divisional budgets.
7. Divisional Statement of Accounts and Balance Sheet.
8. Bowls England matters specific to each divisional committee.
9. Celebration matches. Presidents' Days.
10. Gender specific championships.
 - a) Acquire and organise entries.
 - b) Competition Rules. Complaints.
 - c) Draws.
 - d) Organisation and Management.
 - e) Finals Day arrangements.
 - f) Liaise with Bowls England on National Championships
 - g) Liaise on arrangements for Annual Presentations
 - h) Trophy maintenance, engraving and insurance
11. Gender specific matches

- a) Maintain County List of qualified players
 - b) County team selection. Meetings
 - c) County match arrangements.
 - d) Fees. Match expenses.
 - e) Keep match records. Award County badges and flashes
 - f) Liaise with Bowls England on National Competitions.
- 12. Nominations for international trials.
 - 13. Divisional Web sites.
 - 14. Archiving of divisional records.

[Last reviewed in 2019]