

TRANMERE SIDE MANAGER ROLE – 2020-21

PRELIMINARIES

The MBA's Metropolitan Pennant Conditions of Play 2020-21 is the principal reference source. For home games, a copy is filed in the Tranmere clubroom office and included with the umpire's equipment. For away games, side managers should always take along the copy that has been provided to them for that purpose.

It is important that side managers are familiar with the conditions of play because, even though the responsibility for match day decisions rests with the umpire of the day, side managers are often the first contact for their side should an issue arise, and side managers are the liaison with the umpire of the day.

In the event of any uncertainty on matters that arise, refer to the umpire for direction rather than proceed based on uncertainty. Accept the umpire's decision and, if still uncertain, discuss the issue with our club president after the match.

The Metropolitan Pennant Conditions of Play 2020-21 lists a variety of specific duties for side managers (cl: 4.2 & 4.3). Those duties are separated into tasks required to be done

- prior to the game,
- on game day, including specific arrangements for the draw of the cards and,
- for recording and confirming results after the match.

In addition to the MBA requirements, our side managers are responsible for ensuring that the score cards for every match (and match results sheet if a copy has been obtained) are returned to the club on match day and deposited into the box provided at the club. It is vital that the score cards from away matches are returned on match day to enable the results, as entered by the home side, to be promptly confirmed.

KEY INFORMATION

Entering Players Names into the MBA On-Line Results Portal

Tranmere players names for all sides will be entered into the MBA On-Line Results Portal by Julie McGirr in conjunction with the selectors.

Practice – Draw of Cards – Trial Ends

Bowlers can practice on any rink of the green of play before the draw of the cards, subject to the host club having their greens ready on time (cl 3.11).

The exchange of score cards & rink allocation must NOT commence until 15 minutes before the scheduled start time of the trial ends (cl 3.11.4 and cl 4.2.2).

Note that in the event an AWAY Side manager is late for the exchange of cards etc., the HOME Side manager will complete the draw 5 minutes before the scheduled start time of the trial ends (cl 4.2.3).

Practice **MUST CEASE** as soon as the side managers hand out their match score cards to their sides (cl 3.11.4).

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Please ensure that all details are properly recorded on the score cards. Use block capital letters for players **SURNAME** followed by their **First** name.

When playing away make sure the opposing team side manager has listed our player names correctly on the match cards.

On Wednesday (men) and Thursday (women) if a member of the opposite gender is used then you must put OG alongside their name. On Saturday (open) the OG coding is not required (cl 4.2.4 and 2.6.3).

If a substitute bowler is used then write SUB alongside their name (cl 4.2.4 and 2.3.2).

Temporary players are NO LONGER required to be specifically noted because there is no longer any such category (cl 2.4.1).

Substitutes and Player Absence

The arrangements for substitutes and player absence (cl 2.3 and 2.4) are particularly important in the 5-rink format on Wednesday, where only the fours and triples teams may continue with a player short. If the pairs team is short a player after the cards have been drawn, for example, should a player fail to arrive or have to withdraw, and there is no substitute available, that team cannot have a player transferred to it from the fours AND the side must forfeit the match (cl 2.4.3.2).

If side managers for these sides become aware of, or are concerned about, the potential for a player to fail to arrive and no substitute is available should that happen, it would be necessary to make changes to the teams before the draw of the cards. A player selected for one of the fours teams should be shifted to fill up the pairs team, and the player of concern should be recorded with the fours team.

Opposite gender players will only potentially be used on Wednesday & Thursday, and, where they are used, there can only be one per team and they can only play in the lead or second positions in a club's lowest ranked side (cl 2.6.2 and 2.6.4).

Who Records Scores on the Scorecard and the Scoreboard

Seconds are responsible for keeping their team's score card on a four's rink (cl 5.1.2).

Skippers are responsible for keeping their team's score card on a triples or pairs rink (cl 5.1.1).

Progressive scores must be regularly reconciled and agreed with the responsible person from the opposing team.

The score board must be updated at least every second end. It can be updated by any team member, BUT it is the responsibility of the player keeping the scores to ensure the scoreboard is correct (cl 5.2).

At the end of the match side managers MUST ensure that the seconds (skippers in pairs & triples) have verified the match result with the responsible person on the opposing team, that the completion time of the match is recorded on the match cards and that both have signed the match card.

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All results will be entered by the HOME side manager into the MBA On-Line Results Portal.

At Tranmere, our **highest-ranked side manager of the sides playing at home** is responsible for entering the results of all matches played at home into the MBA On-Line Results Portal. At Tranmere we have our own match result sheet. Side managers must use them to assist with result confirmation and ease of entering results into the MBA On-Line Results Portal.

Results are no longer required to be submitted to the newspapers.

In the event of a forfeit received, we must still complete our score cards and enter the result into the MBA On-Line Results Portal.

Where our sides are playing away, it is the responsibility of the home side to enter the results. However, it is our responsibility to confirm them and, side managers are required to return the score cards (and copy of the match report sheet if there is one provided by the home side) to the club and place them in the box provided on the front desk.

Make sure the results go up on the Club's results board. Everybody is interested to see how we have done on the day, especially those rinks who think they have a claim on the winning rink award.

MBA and BOWLS SA HEAT POLICY (Clause 7 and Annexure A)

Clubs have a duty of care to all players by exercising caution, by regularly monitoring temperature and applying the temperature cut-off requirements and, by providing adequate breaks, water for player hydration, shade, and sun protection products.

Players have a personal responsibility to ensure that they apply sound self-management practices to minimise any likely effects on their health and well-being.

Temperature cut-offs and starting times

In the event of forecast hot weather, there are different arrangements for all days with different start times coming into effect.

For Wednesday (cl 7.4) – if, at 4.30pm on Monday, the forecast temperature is predicted to be **36°C** or above for Wednesday, trial ends on Wednesday morning will commence at 9.15am, with rinks to be drawn at 9.00am.

However, if the Monday forecast does not predict 36°C or above for Wednesday and on Wednesday morning, at 7.30am, the forecast temperature is predicted to be **38°C** or above, the whole round of matches is cancelled. No replays will be scheduled.

For Thursday (cl 7.5) - if, at 4.30pm on Tuesday, the forecast temperature is predicted to be **36°C** or above for Thursday, trial ends on Thursday morning will commence at 9.15am, with rinks to be drawn at 9.00am.

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However, if the Tuesday forecast does not predict 36°C or above for Thursday and on Thursday morning, at 7.30am, the forecast temperature is predicted to be **36°C** or above, all games will be played on the following Tuesday at the normal start time.

For Saturday (cl 7.3) - if, at 4.30pm on Thursday, the forecast temperature is predicted to be **36°C** or above for Saturday, trial ends on Saturday morning will commence at 9.15am, with rinks to be drawn at 9.00am.

However, if the Thursday forecast does not predict 36°C or above for Saturday and on Saturday morning, at 7.30am, the forecast temperature is predicted to be **38°C** or above,

- all Premier league and Division 1 to 3 matches will be played on the following Friday night, with trial ends commencing at 6.00pm and rink cards to be drawn at 5.45pm.
- Division 4 to 7 matches will be cancelled and may be rescheduled.

In any case, where play is not possible due to the temperature reaching **38°C** before play commences on the day, games will be rescheduled, if possible, to a day that has been allocated for that.

Take note: For all early start games, the number of ends required to be played are reduced (cl 3.2.4). Should the game need to be suspended and be resumed on another day, the game continues to be played only to the reduced number of ends.

Temperature cut-offs and play abandonment

For Wednesday If, whilst playing a match the temperature reaches 38°C, the umpire of the day will declare an end to the day's bowling, with ends still in play at that time to be completed. There is no restart provision. If the required minimum number of ends has been played at the stoppage time, the game will be deemed to be completed and a result declared. Otherwise the match is abandoned as a draw.

For Thursday - If, whilst playing a match the temperature reaches 36°C, the umpire of the day will declare an end to the day's bowling, with ends still in play at that time to be completed. There is no restart provision on the day. If the required minimum number of ends has been played at the stoppage time, the game will be deemed to be completed and a result declared. Otherwise the match will be resumed the following Tuesday (or another day if so determined by Match and Program Committee) from where it left off.

For Saturday - If, whilst playing a match the temperature reaches 38°C, the umpire of the day will declare an end to the day's bowling, with ends still in play at that time to be completed. There is no restart provision on the day. If the required minimum number of ends has been played at the stoppage time, the game will be deemed to be completed and a result declared.

For Premier league and division 1 to 3 matches, if a result has not been reached, the matches will be resumed the following Friday evening from their previous state, with start times of 6.00pm. A two-end trial roll-up is allowed.

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For division 4 to 7 matches, if a result has not been reached, the match is abandoned as a draw.

The BOM site for checking temperature applicable to Tranmere home matches is Adelaide (West Terrace). Our computer, in the bowls office, will be set onto the appropriate BOM site. The temperature will be checked on the half hour by the officer appointed by the umpire of the day. If the temperature reaches 38°C (Wednesday and Saturday) or 36°C (Thursday) our appointed umpire of the day will be notified, and the umpire must cease play at the finish of the ends in progress.

Mid-Game Breaks

Please be aware that Tranmere policy is to have mid-game breaks in all matches wherever possible.

For all games where play starts at normal times and there is no concern about extreme heat potentially stopping play, a mid-game break is required to be taken unless the opposing side managers and the umpire of the day agree to dispense with it (cl 3.15). It is recommended that Tranmere side managers only consider proposing or agreeing to dispense with mid-game breaks in exceptional circumstances.

For all games where play starts at the normal times on days where there is concern about extreme heat potentially stopping play, MBA recommends that scheduled mid-game breaks only be taken by agreement between side managers (cl 7). This is only a recommendation; the base rule remains that a mid-game break is required unless both side managers and the umpire of the day agree to dispense with it (cl 3.15). It is recommended that Tranmere side managers only consider proposing or agreeing to dispense with mid-game breaks in exceptional circumstances.

For all games played at an early start time on days of extreme heat, MBA stipulates that there will be no scheduled mid-game break (cl 3.15).

However, side managers are to be mindful of the duty of care for players and consider having breaks if necessary.

Having regard to a duty of care to our members, especially those playing in our lower sides, side managers are to request and encourage support from their opposing side manager, for a 10-minute mid-game break.

Note that, even where agreement cannot be reached for a mid-game break, the duty of care remains a paramount obligation. Conditions should be monitored, and opportunities provided for breaks in play and adequate hydration.

Tranmere will have tea & coffee available as well as the bar being open for refreshments.

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Cancellation of Play During a Match – Wet Weather

Rules relating to cancellation of play due to wet weather are detailed in the MBA Pennant Conditions of Play (cl 6.3).

A side manager may appeal to the umpire of the day to have play stopped if continuing to play would constitute a breach of duty of care (cl 6.3.2).

When play has been stopped because of wet weather, the match may not be cancelled until an hour after the last stoppage (cl 6.3.4).

The situation regarding resumption of play after a stoppage is often a source of contention. If, at the time the umpire has called a stop to play, an end has not been completed, that end is a dead end and must be resumed from the beginning upon resumption of play.

An end is only considered to have been completed if the thirds have declared the result.

Tranmere considers it unsportsmanlike to abuse this rule by either walking off the green before the umpire has called a stop to play, or by failing to declare the result of an end for which all the bowls have been bowled.

Bowls SA No Smoking Policy

There are severe penalties for clubs and players reported for smoking on the green.

The home club, opposing side manager or any MBA appointed official, can request a player to refrain from smoking on the green. This now includes electronic cigarettes.

If the breach continues, the most senior official or representative present will warn the player and issue an infringement notice (available on the Bowls SA website).

Both side managers are to be made aware of the issue of an infringement notice and the players name must be marked with an * on the score card.

Further infringement by the player will see that players name formally reported to the MBA. The MBA will investigate further and determine the action applicable under the discipline clause of the MBA constitution.

Players and clubs can be fined up to \$1100 for not adhering correctly to the policy.

NOTE THAT TRANMERE HAS A FULL NON-SMOKING POLICY WHERE SMOKERS CAN ONLY SMOKE OUTSIDE OF THE CLUB'S PROPERTY.

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BOWLS SA Policy on Damage To Greens (cl 14.3)

Be aware of the policy relating to damage to greens. Clubs can object to a bowler delivering their bowls in a manner that could damage grass and synthetic greens.

Please report, to the selection panel, any Tranmere bowlers that could be in trouble with this policy. Our coaching panel will try and assist these bowlers.

If a visiting player has been observed with a delivery action that could damage our greens and that action is severe enough to warrant immediate attention, the side manager should advise the opposing side manager and ask him/her to request the player in question to modify their delivery.

Where the player in question cannot or is unwilling to modify their delivery, the side manager is to notify the opposing side manager that a bowling mat will be required to be used by that player for the remainder of the game. Should that be refused, the player may be banned from further play. Be sure to advise the umpire of the day that this course of action has been taken.

Where the delivery action is not severe enough to warrant immediate attention, a notification form is to be provided to the opposing side manager, to inform the player in question of the concern about the potential damage their delivery action could have on our greens. The intention is to allow the player and their club to address the issue. This action should only happen at the end of the match, so no embarrassment is incurred during match play.

Mobile Phones

Mobile phones are not permitted to be used on the greens or surrounds during play.

Should there be a legitimate reason for potentially answering a mobile phone call during play, the umpire must be so notified prior to the commencement of play.

Team Match Performance Review

Side managers are responsible for distribution of team match review forms to each skipper before the game and for collection of the completed forms from the skippers after the game.

Side managers are to deliver the completed forms to the chairperson of selectors by placing them into the envelope provided, sealing the envelope, and placing that into the box provided on the front desk.