

**CRITERIA FOR ASSESSMENT OF CLUBS AFFILIATED WITH THE
NEWCASTLE DISTRICT CRICKET ASSOCIATION AND
COMPETITION CHANGES FOR CONSIDERATION
REVISED DECEMBER 2007**

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SECTION 1 – CLUB ADMINISTRATION

1.1 AIMS

To provide off-field support of the highest possible standard for the Club's on-field activities, in order to enhance the Club's performances in the areas summarised in Sections 2, 3 & 4, raise the standard of NDCA competitions generally, and further assist in the preparation of players, officials and facilities for representative cricket.

1.2 INCORPORATION

Each Club must be incorporated under the Incorporations Act.

1.3 CONSTITUTION

Each Club must have a Constitution by which it will run its affairs.

1.4 ANNUAL FINANCIAL STATEMENT

Each Club must prepare an annual financial statement, in accordance with the Incorporations Act. The document must include an Auditor's Report and both documents must be presented to the Club AGM for approval and submitted to the NDCA immediately after the Club's AGM.

1.5 ANNUAL BUDGET

Each Club should prepare an annual budget for adoption by its Committee, to assist in the prudent financial management of the Club.

This should include an annual fund raising & sponsorship plan, and should seek to obtain the support of local business houses for its activities.

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1.6 CLUB MANAGEMENT COMMITTEE

Each Club should be administered by a Management Committee in accordance with the requirements of the NDCA, NSWCA and the Club's constitution.

In addition each Club should encourage its administrators to participate in administration at NDCA, NSWCA & Cricket Australia levels.

1.7 Each Club must prepare Annual Reports and conduct Annual General Meetings in accordance with the requirements of the NDCA, the Incorporations Act and the Club's constitution.

1.8 Each Club should prepare a plan of management, covering the activities set out in Sections 1, 2, 3 & 4 of this document, in order to assist in the realisation of its long-term aims.

1.9 PROMOTION

Each Club should seek to promote awareness of, and support for, both itself and NDCA Competitions generally. Each Club should seek to use the following means of promotion;

- General Public, via ground advertising, Club promotions, Newsletters and publication of results and articles in local newspapers.
- Club Membership, via Newsletters, Noticeboard, season programme, social events and clothing and merchandise for playing, practice and casual wear.
- Sponsors, via recognition of Club and Competition sponsors in all areas outlined above.

1.10 LOCAL GOVERNMENT

Each club should establish and maintain a strong working relationship with its relevant ground authorities for the grounds

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used by the Club.

1.11 NDCA & NSWCA

Each Club must promptly comply with all reasonable requests for information by the NDCA & NSWCA. The above information includes, but not be limited to: – Annual Reports, Financial Statements, notice of Annual General Meetings, Advice of Office Bearers and Delegates, Coaching Programme Reports and all information necessary for the conduct of the various NDCA Competitions.

SECTION 2 – PLAYING

2.1 AIMS

To measure and compare the Club's relative playing strength, in comparison to Other NDCA Clubs, in order to identify areas in which they may improve their on-field performances, raise the standard of NDCA competitions in general and further assist in the preparation of players and officials for representative cricket.

2.2 FIELDING OF TEAMS

Each Club must enter one (1) team in each relevant NDCA competition as described in the annual Rules of Competition and Fixtures booklet.

2.3 CLUBS PERFORMANCES

The NDCA will monitor performances by all clubs, both annually and on a three-year basis. This will include on-field performance, off-field management, maintenance of equipment, player registrations, financial analysis and junior coaching and development.

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2.4 SCORERS & MANAGERS

Each Club must appoint a scorer and should appoint a manager to its First Grade team. Every effort should be made to appoint a scorer to all other Grade teams.

2.5 MEMBERSHIP REGISTRAR

Each club should prepare and maintain an accurate Membership Register, including name, date of birth, street address and e-mail address of each player.

2.6 JUDICIARY COMMITTEE

The constitution of each Club should provide for the formation of a Judiciary Committee, in order to hear any alleged breach of their constitution by a member of the Club.

2.7 PLAYER RETENTION SUB-COMMITTEE

Each Club should form a sub-committee for the purpose of retaining players over the medium to long term period.

SECTION 3 – DEVELOPMENT & COACHING

3.1 AIMS

To provide development and coaching programmes of the highest possible standard and accessibility, in order to identify and assist talented players and coaches, raise the standard of NDCA competitions generally and further assist in the preparation of players and officials for representative cricket.

3.2 CLUB COACH

CLUB COACH – Each Club should appoint a Club coach with minimum NCCP Level 1 accreditation.

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ACCREDITATION OF CLUB COACH - Each Club should ensure that its Club Coach regularly updates his coaching knowledge by attending courses and seminars presented by the Regional director of Coaching.

3.3 COACHING PLAN

Each Club should develop an annual coaching plan. The plan should outline the Club's Coaching and Development Programme for the twelve month period commencing at the end of each cricket season.

3.4 JUNIOR DEVELOPMENT

- RELATIONS WITH JUNIOR CLUBS - Clubs should form a close working relationship with either their own junior club or with junior clubs within their district. This is to ensure a flow-through of players from junior to senior grades.
- COACHING ASSISTANCE - Clubs should provide coaching days, organise skill sessions and provide Coaches to junior teams during each season.

3.5 SCHOOLS

Each Club should assist the NSW Regional Director of Coaching in the promotion and development of cricket in schools and assist in the running of inter-school cricket matches.

SECTION 4 - FACILITIES

4.1 AIMS

To provide match, practice and off-field facilities of the highest standard, in order to encourage the best available players and officials to participate in NDCA competitions, raise the playing

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standards in the competitions generally and further assist in the preparation of players, officials and facilities for representative cricket.

4.2 COMPETITION REQUIREMENTS

In order to participate in the NDCA competitions, a Club must meet the following minimum requirements;

- **TURF PITCHES** – Provide a turf pitch ground for each scheduled days play of each scheduled home match in First, Second, Third and Fourth Grades, Tom Locker Cup, Under 21's and Denis Broad Cup.
- **PLAYING SURFACE** – Provide an evenly grassed and level match pitch, centre square and outfield for each match, of as high a quality as possible and with no unreasonable variation in playing characteristics for each day's play of a match.
- **GROUND PREPARATION** – Provide all equipment necessary to prepare and maintain the playing surface prior to and during each match. Also establish and maintain a strong working relationship with the Curator and Groundstaff, including encouraging them to attend during the days play, and assist in their on-going development.
- **PRACTICE FACILITIES** – Provide suitable turf practice facilities for all schedule club practice sessions. In addition seek to provide suitable synthetic pitch practice facilities and indoor venues during wet weather.
- **PITCH COVERS** – Provide suitable pitch covers on all wickets for 1st and 2nd Grade, Tom Locker Cup, Under 21 and Denis Broad Cup matches as required by NDCA rules. The material

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used shall be waterproof and with the size no less than 25 x 10 metres. Clubs are encouraged to provide covers on all their grounds.

- SIGHT SCREENS – Clubs shall provide white sight screens of suitable height and width at both ends of grounds used for matches in 1st and 2nd Grade, Tom Locker Cup, Under 21 and Denis Broad Cup.
- SCOREBOARDS – Clubs shall provide a scoreboard at each ground used for matches in 1st and 2nd Grade, Tom Locker Cup, Under 21 and Denis Broad Cup. Clubs are encouraged to provide scoreboards on all their grounds.
- BOUNDARY MARKERS – Clubs shall provide clearly defined boundary markings at each ground and provide circles and dot markings for Limited Overs matches as required.
- ADDITIONAL EQUIPMENT – Clubs shall provide a First Aid Kit and seek to provide a telephone at each 1st Grade ground.
- SUPASOPPER – Clubs shall provide a Supasopper Machine at grounds used for matches in 1st and 2nd Grade, Tom Locker Cup, Under 21 and Denis Broad Cup.

SECTION 5 – PENALTIES FOR NON-COMPLIANCE WITH CRITERIA

5.1 CLUB ADMINISTRATION

- BREACH OF CLAUSE 1.2 – cancellation of N.D.C.A. affiliation and immediate removal from all competitions.
- BREACH OF CLAUSE 1.3 – cancellation of N.D.C.A. affiliation and immediate removal from all competitions.

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- BREACH OF CLAUSE 1.4 – fine of \$200.00 if the annual financial statement is not received by the N.D.C.A. within one month following the club’s annual general meeting. Fine increased to \$1,000.00 if not received within three months following the club’s annual general meeting. Cancellation of N.D.C.A. affiliation and immediate removal from all competitions, if not received within six months following the club’s annual general meeting.
- BREACH OF CLAUSE 1.7 – cancellation of N.D.C.A. affiliation and immediate removal from all competitions.
- BREACH OF CLAUSE 1.11 – fine of \$200.00 if requested information is not received by the N.D.C.A. within one month of being requested. Fine increased to \$1,000.00 if not received within three months of being requested. Cancellation of N.D.C.A. affiliation and immediate removal from all competitions, if not received within six months of being requested.

5.2 PLAYING

- BREACH OF CLAUSE 2.2 – cancellation of N.D.C.A. affiliation and immediate removal from all competitions.
- CLAUSE 2.3 – should the overall performance of a district club be deemed to be unsatisfactory by the N.D.C.A. Management Committee, the cancellation of N.D.C.A. affiliation and future removal from all competitions may be recommended to the following N.D.C.A. Annual General Meeting.
- BREACH OF CLAUSE 2.4 – \$100.00 fine to be imposed on the relevant Club for each and any day an official scorer is not provided for its First Grade Team.

5.3 DEVELOPMENT & COACHING

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- There areas in the Development and Coaching section in which penalties are to apply for non-compliance. However a Club's performance in this area will be taken into consideration in the assessment carried out under Section 2.3 of this criteria.

5.4 FACILITIES

- Fines for breaches of Competition Requirements will be shown in the annual Rules of Competition and Fixtures Booklet.