



## **Greens Committee - Terms of Reference**

### **Committee Objective:**

The objective of the Bowls Victoria Greens Committee is to assist the Bowls Victoria Staff in relation to the planning, preparation, conduct and review of all greens in Victoria.

### **Membership of the Greens Committee:**

- The BV Greens Committee shall consist of no more than 5 members.
- All Bowls Victoria Regions are required to submit a representative to be an e-mail contact for the committee, to be up to date with any new greens' information.
- The Chair of the Committee shall be appointed by the Bowls Victoria Board.
- The Bowls Victoria Board will appoint a representative to attend the Greens Committee Meetings.

### **Operating Principles:**

- Greens Committee meetings are held once every three months determined by the Greens Chair and will be scheduled to correspond with timelines for key greens tasks.
- The Committee also communicates frequently via e-mail.
- The Greens Committee Chair is required to submit minutes for the Bowls Victoria Board and provide a submission for the Bowls Victoria annual report.
- To ensure that the Committee has the best interests of all bowlers in mind when making decisions or recommendations, the committee should not be influenced or biased by personal involvement.
- Unexplained non-attendance at three consecutive meetings results in termination of place on the committee.
- Honour the confidentiality of the Greens Committee deliberations and decision making, and not post any confidential information relating to the Greens Committee on social media (in conjunction with Bowls Victoria's Social Media Policy).

### **Responsibilities of the Greens Committee:**

- Conduct and manage a state-wide process for inspecting (both new and renovated greens) and provide information for Bowls Victoria staff to issue letters of approval (based upon established criteria), or communicating identified requirements to clubs in need of attention before Bowls Victoria approval.
- Provide technical advice, where needed, to Clubs, Regions & Divisions on matters associated with greens.
- Assist with the handling of complaints by Clubs regarding an unsatisfactory state of a green.
- Conducting the necessary courses for the approval of accredited Greens Inspectors.
- Making recommendation to Bowls Victoria Staff for greens that are available and suitable for the playing of Metropolitan Pennant Finals and any Bowls Victoria State Events.
- Provide a contact point for Clubs seeking knowledge regarding greens in each region.
- In conjunction with Bowls Victoria Staff, issue the withdrawal of approval to play on a green, that is outside the recommended guidelines, and if a Club does not do anything to rectify it.
- Continue to be up to date with any new law changes (if any) regarding greens and green inspections.
- Continually liaise with the VGA (Victorian Greenskeepers Association) and keep up to date with any new information relating to Greens.

### **Next Review Date:**

April 2021