

# ADMINISTRATIVE MATTERS

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## 1. COMPETITION MATCHES

- 1.1 **Times and duration of matches:** ACA shall, before the commencement of each season, establish the times of commencement, and the duration, of matches in each competition, and shall advise clubs of those times and durations before the commencement of each competition.

## 2. DRAW

- 2.1 **Determination of draw:** The draw in respect of each competition shall be determined by the ACA and shall be notified to each club at least three days prior to the commencement of the relevant competition.

## 3. MATCH RESULTS

- 3.1 Results must be submitted into CricHQ by 5pm two days after completion of the match (i.e. for Saturday games it is Monday at 5pm, for Wednesday games it is Friday at 5pm). For finals games, results must be entered into CricHQ within 24 hours of completion of the match (i.e. if the match is completed on Saturday at 5pm, the result must be submitted into CricHQ by Sunday at 5pm).
- 3.2 If a team fails to submit a result within the time-frame they may forfeit the game or the game may be declared abandoned or be subject to loss of competition points, this is at the sole discretion of ACA. It is the home team's responsibility to submit the result, however, if there are late results or no result submitted both teams may be subject to any penalties incurred at the sole discretion of ACA.
- 3.3 Any team wishing to dispute or query any aspect of a match result (including statistics, points, result etc.), must notify such dispute or query in writing to the ACA, no later than 4pm on the second Thursday following the completion of the game (for Saturday games this is the 12th day following the game), with time being of the essence in respect of that requirement. Any notification of any dispute or query in respect of any aspect of a match result which is made after the expiry of that notification period shall be rejected by the ACA and shall not be referred to or considered by either the Rules Interpreter or Judicial Committee.

## 4. GROUND OFFICIALS, MATCH OFFICIALS (UMPIRES) AND GROUNDSMEN

- 4.1 **Appointment of Ground Official:** Many ACA matches are played on grounds controlled by the Auckland Council in the Greater Auckland Area. Each home team must, in respect of all grounds, appoint a Ground Official for each playing day. Clubs are encouraged to nominate this person for the season and advise ACA.
- 4.2 **Ground Official not to be a Player:** Wherever possible, the Ground Official shall not be a playing member of a team participating in play on the day concerned.
- 4.3 **Games with appointed Match Officials (Umpires):** Where a match has an officially appointed umpire(s), the umpire(s) shall, in consultation with the groundsman, be responsible for making any decisions regarding the fitness of the ground. If agreement between the match officials and groundsman cannot be reached, the ACA shall be contacted to manage any disputes. The club Ground Official is not required where umpires are appointed by ACA.
- 4.4 **Games without appointed Match Officials (Umpires):** The Ground Official shall, in consultation with the groundsman, be responsible for making any decisions regarding the fitness of the ground.
- 4.5 Where there is no appointed Ground Official, Match Official or Groundsman available at a ground, all decisions regarding the fitness of the ground shall be made by the captains of the game at that ground. Where there is dispute between the captains, the relevant ACA contact shall be contacted (as per clause 7.3).

- 4.6 Turf Wickets: Captains and umpires in matches played on turf wickets must ensure that play does not proceed in adverse conditions so as to cause damage to the wicket itself or the block. Serious damage could cause the closure of the block for the remainder of the season.

## 5. COMPLAINTS REGARDING PLAYING SURFACES

- 5.1 **Serious complaints:** In the case of serious complaints, particularly regarding pitches, the complainant shall inform the office of ACA as early as possible, during or after the match (Saturday night or Sunday) so that an inspection of the pitch may be made during the same weekend.

## 6. CANCELLATION OF MATCHES

ACA has a policy of not cancelling Men's Premier and Premier Reserve grade, Men's Senior Grade Cricket and Women's Premier and Reserve grade matches unless the Council close the grounds or unless ground or weather conditions are such that it would be unreasonable for any play to be scheduled that day.

- 6.1 **Cancellations:** Cancellations shall only be made by the ground authority (i.e. Council) or ACA and will be communicated by ACA as soon as possible after the decision is made.
- 6.2 **Communication:** Cancellations for all morning grades will be advised via the ACA website no later than 7.00am on the day of play. Cancellations for all afternoon grades will be advised via the ACA website no later than 10.00am on the day of play.

**N.B.** To remove any doubt over (i) the availability of a ground for play on any day or (ii) the cancellation of any match, team captains should not take into account hearsay evidence, grounds closed signs or any other medium of communication other than the ACA website.

## 7. DEFAULTS AND FAILURE TO FULFIL FIXTURES

- 7.1 Any proposed default must be advised to the Club Cricket Administrator at ACA before 12:00pm on the day preceding the scheduled match.
- 7.2 It is the responsibility of all teams to contact their Club Manager or Secretary prior to the default deadline. Clubs may be able to assist in the recruitment of extra players to avoid a default or may be able to use that teams' players to prevent another team from defaulting. Teams should make contact with clubs as early as possible to give them the best possible chance of finding players, this also allows the possible arrangement of alternative/friendly games for those teams defaulted to.
- 7.3 A teams' first contact to discuss defaults should be their Club Manager or Secretary. If they are unable to contact them, they should phone the Cricket Competitions Co-Ordinator for their grade as per below:
- Premier and Reserves (Men and Women) – Dean Bartlett – 021 025 57484
  - All other Senior Grades – Dean Lovell-Shippey - 021 2137 442
  - Junior and Youth Grades (U10– U/19) – Tamara Pereira – 022 571 8678
- 7.4 A default situation is where - unless advised by the ACA or agreement between the captains of both teams:
- (a) A team does not show up at the appropriate ground, or is, for any reason including not having the minimum number of players ready and willing to take the field, unable or unwilling to commence play more than 30 minutes after the scheduled time for that grade or the agreed rescheduled time for commencement of play for the match, (refer to clause 1.1 of section: General Playing Conditions) OR
  - (b) A team does not comply with clause 7.1.
- 7.5 In the case of a default, the appropriate points will be awarded to the team defaulted against in accordance with the Playing Conditions for that grade.

## 8. PLAYER REPLACEMENT RULE

- 8.1 **Selection of player:** If a player in a Men's Premier Grade Two Day Competition is unable to play one day of a match, he may not play the other day of that match, unless:
- (a) his inability to play arises as a result of;
    - i) his selection in a Representative Match; or
    - ii) him being one of a maximum of two players in that Team who is unable to play for reasons other than representative selection; and
  - (b) Such player's Team captain has, prior to the commencement of the first day of the match and at the same time as team lists are exchanged in accordance with any regulations made pursuant to bylaw 10.1, notified the opposing Team's captain of
    - i) any such situation;
    - ii) the name of such player; and
    - iii) the name of any replacement player pursuant to clause 8.2 of this section.
- 8.2 **Replacement of player:** If, in accordance with clause 8.1 of this section, a player in a Two Day Competition is to play only one day of a match of a Two Day Competition, his/her Club may use a replacement player in his/her stead for the other day of such match, subject to such replacement player obtaining a regrade in accordance with the bylaws, if required. Such replacement player may participate fully in such match. If such replacement player, for any reason, does not play in such match, he/she shall not play in any other match on the relevant day except as provided in clause 8.4 of this section.
- 8.3 **Replacement of player in lower Teams:** If a Club uses a replacement player or replacement players from another Team pursuant to clause 8.2 of this section, another player or players from that Club may play for that Team, subject to that other player or players obtaining a regrade in accordance with the bylaws, if required. If a player is used as a substitute for another player in accordance with clause 8 of this section, any other player from that Club may play for the Team for which that player normally plays, subject to that other player obtaining a regrade in accordance with the bylaws, if required.
- 8.4 **Original player's availability:** Should the player to be replaced pursuant to clause 8.2 of this section become available to play in the relevant match, he/she shall play in that match and the replacement player shall play in the match in which he/she was originally to have played. If the replacement player was not scheduled to play in any other match on the relevant day, he/she shall not play in any match on that day.
- 8.5 **Maximum number of replacement players:** For the avoidance of doubt, in any situation where player replacements are being used for other than representative selection purposes, the maximum number of players that can be replaced in any Team shall be two for Premier & Reserve grades and four for all other grades.

## 9. TRANSFERS

- 9.1 **Transfer of players:** Subject to bylaw 9, during a Season, a player may transfer from one Club to another Club by:
- (a) Applying, on a form prescribed by the Chief Executive from time to time and signed by either the secretary or chairman of both Clubs, to the Board of Directors or its authorised official; or
  - (b) Applying, via email by either the secretary or chairman to the Board of Directors or its authorized official; and
  - (c) Obtaining a regrade in accordance with the ACA bylaws, if required.
- 9.2 The Club from which the player is transferring shall not refuse to sign the form specified or email in sub clause 9.1(a) above if the player is a financial member of that Club at the time of the proposed transfer. The Board of Directors or its authorised official may, in its sole discretion, accept the form specified in sub clause (a) without the signature of both Clubs affixed to it.

- 9.3 **Application for transfer:** Upon receipt of an application made in accordance with clause 9.1(a), the Board of Directors or its authorised official shall, after a period of no more than 14 days, notify the player and the Clubs of its decision in respect of the application.
- 9.4 **Refusal of transfer:** The Board of Directors or its authorised official may, in its sole discretion, decline any application for transfer by a player made in accordance with clause 9.1 of this section.
- 9.5 **Effect of transfer:** A player who has transferred Clubs in accordance with this section or who has transferred to a Club from a club which is not a Member shall not play in a final match or semi-final match for the Club to which he transferred unless he has, since the date of his transfer, played for that Club in at least two Association matches.

## 10. PLAYERS IN CRICHQ

- 10.1 All registered players must have a full profile in CricHQ prior to taking the field.

## 11. CLUB CRICKETER OF THE YEAR AWARDS

- 11.1 Awards: Two awards shall be presented at the ACA Cricketer of the Year Awards at the end of each season. These awards are:  
(a) Men's Premier Grade Club Cricketer of the Year  
(b) Women's Premier Grade Club Cricketer of the Year
- 11.2 The Club Cricketer of the Year Awards shall be determined by points accumulated by players in Premier Grade Twenty20, Limited Over and Two-Day competition matches in their respective grades. Points shall be awarded as per the CricHQ MVP system which can be found on the ACA website.

Overseas Players (as defined in ACA bylaws) are ineligible to win this award.

## 12 CAPTAINS REPORTS ON UMPIRES

- 12.1 In all competition matches where ACA Match Officials (Umpires) are appointed, both captains **must** complete a report on each Umpires Performance. This report is made via the email sent after every match to each captain from the online software 'WhostheUmpire'. Reports must be saved as well as 'finalised'. If a captain is changed, they must forward the email to their replacement.
- 12.2 Failure to submit both umpires' Performance Reports by 5pm on the Monday following the match (the day after on midweek matchdays) may result in penalties incurred at the sole discretion of ACA.