ANGEL INDOOR BOWLS CLUB
Disciplinary Rules in Relation to Misconduct
October 2026

The Right of AIBC to Take Disciplinary Measures

Any member of the AIBC against whom an allegation of misconduct, as defined below, is alleged, may be subject to disciplinary measures:

- a) Improper interference with the functioning or activities of the AIBC or of any members of the AIBC
- b) Action which otherwise improperly damages Bowls, the AIBC, or any member thereof, or their reputation.

1. Disciplinary Committee

The club disciplinary committee will be made up of the Chair of the board of management plus 1 director of the board of management and 1 member of the bowling committee. Members of the disciplinary committee will maintain the utmost confidentiality and not discuss the matters under consideration with any other member of their relevant committees; thus maintaining impartiality of their fellow committee members in the event of an appeal (Section 5).

2. Definitions of Misconduct

For the purposes of this Regulation, the definition of 'misconduct' shall include, but shall not be restricted to:

- 2.1. Breach of the AIBC Safeguarding Policy and/or Safeguarding Adults Policy.
- 2.2. Breach of the AIBC health and safety policy
- 2.3. Breach of the AIBC anti bullying policy
- 2.4. Breach of the AIBC Equality, Diversity and Inclusion Policy
- 2.5. Breach of the Club's Byelaws, Constitution and Rules, or the Laws of the Game as adopted by the Club.
- 2.6. Conduct which is prejudicial to the interests of the AIBC or any County Association or Club thereof, or any member thereof or to the sport of bowls in general.
- 2.7. Use of any profane, indecent, or improper language at any function of the AIBC or of any County Association or Club thereof, or whilst upon the property of any Club.
- 2.8. Violent, indecent, disorderly, threatening, intimidating or offensive behaviour at any time or place towards the AIBC (this includes all employees, any County Association or any Club, or any member thereof, or any official appointed by such body, in respect of the carrying out of any functions or duties under the Laws of the Sport or the Rules and Regulations of the AIBC or of such County or Club as applicable).
- 2.9. Sexual, religious, disability or racial harassment of any member of the AIBC, Associate Members or any visitors to the AIBC.
- 2.10. Any drug or solvent abuse.
- 2.11. Any conduct which constitutes a criminal offence.
- 2.12. Any fraud, deceit, deception or dishonesty in relation to the AIBC or its members or visitors.
- 2.13. Theft or misappropriation or misuse of property of the AIBC or of Clubs or County Associations or property of its members or visitors.
- 2.14. The unauthorised use, misuse or damage to the premises of the AIBC.
- 2.15. Physical assault of any person, member or visitor, within the club's premises, including the car parking area.

- 2.16. Improper use of the AIBC's WiFi including downloading any illegal or immoral images.

3. Procedure Following an Allegation of Misconduct at Club Level

Given the seriousness of matters handled under this Regulation and the procedural safeguards required — including written witness statements, the right to representation, and a formal hearing — the timescales below are longer than those under the Complaints Policy and the Bowling Etiquette and Conduct Policy, which deal with less serious matters resolved without a full hearing process.

Any person wishing to make a complaint of misconduct by a member must do so in writing to the Chair of the disciplinary committee or, if no Chair, the President of the Club. In addition to a written complaint made by the person raising it, a Director may formalise a verbal report of misconduct into a written complaint for the purposes of this Section 3.1.

The Chair of the disciplinary committee, or if no Chair, the President of the Club, will acknowledge receipt of the complaint to the complainant in writing within 7 days.

Where a report is made to a Director and, on preliminary consideration, it does not appear to fall within the definitions of misconduct at Section 2 above, and the matter is bowling-related, the Director shall pass the report to the Bowls Committee to be handled under the Bowling Etiquette and Conduct Policy, rather than proceeding under this Section 3.

If after preliminary investigation the Chair/President of the Club considers that a case of misconduct exists, the Chair/President of the Club will refer the complaint to the Club disciplinary committee. If the Chair/President considers that a case cannot be made, no further action will be taken at club level and the complainant shall be advised accordingly of the reason for this decision.

3.1(a) Notification and Timing of the Hearing

The accused member/members involved shall be advised in writing within 21 days of the complaint being received that the complaint will be referred to the Club disciplinary committee for a Disciplinary Hearing. Where a complaint under this Section 3.1 arises from escalation of a matter previously raised under the Bowling Etiquette and Conduct Policy, this period is shortened to 7 days from the date the matter is escalated and received as a complaint under this Section 3.1 — reflecting the fact-finding already carried out by the Bowls Committee — rather than the standard 21-day period running from the date of the original report under that policy.

In the event of a Disciplinary Hearing taking place the date shall, if possible, be agreed with the accused member/members involved; the Club shall provide three dates of availability which shall be within forty two days of the date of notification to the accused member/members of the complaint or as soon as practical thereafter, and in any event the Disciplinary Hearing must be held within 90 days of the date of notification of the complaint to the accused member/members. In the event of failure to agree on such date the decision of the Club as to the date of the Disciplinary Hearing shall be final.

If after receipt of a complaint under Section 3.1, the Club is or becomes aware of the accused member/members being charged with a criminal offence which does not reach a conclusion within the 90-day period referred to above, any Disciplinary Hearing shall take place within 28 days of the date of the verdict hearing, or the charges being withdrawn. The accused member/members must be given the right to be heard and to be accompanied by an advisor.

3.1(b) Suspension Pending Criminal or Safeguarding Matters

In the case of serious criminal offences, suspension from the AIBC will normally be imposed and will definitely be imposed if the AIBC Safeguarding Policy and/or Safeguarding Adults Policy has been breached, until the matter has been reported to the police and either a prosecution has been completed or a decision not to prosecute has been taken.

3.1(c) Interim Suspension Pending Hearing (General Discretion)

Independently of Section 3.1(b) above, the Directors may, acting collectively, suspend an accused member from the Club pending the outcome of a Disciplinary Hearing where they consider there to be a real risk to the safety, wellbeing, or interests of other members, or of the Club generally. This power may be exercised

at any stage after a complaint has been received under Section 3.1, whether or not the matter also falls within Section 3.1(b).

Where an interim suspension is imposed under this Section 3.1(c), the Directors shall give the accused member written reasons for the decision at the time it is made. The suspension shall be reviewed by the Directors at least every 28 days, and shall not continue beyond what is necessary pending the Disciplinary Hearing. An interim suspension under this Section is not a finding of misconduct and does not affect the presumption that the allegation remains to be proved.

3.1(d) Acquittal of Criminal Charges

In the event of acquittal of criminal charges, the Club reserves the right to initiate internal disciplinary proceedings based on damaging the reputation of the club.

3.1(e) Composition of the Disciplinary Committee

The names of the appointed/delegated members of the disciplinary committee shall be forwarded to the accused member/members at least 14 days prior to the hearing. The accused member/members may object to a maximum of two of the appointed delegated members of that committee. Once the new committee has been appointed/delegated, no further objections may be made.

3.2 Written Witness Statements in Advance of the Hearing

The Chair of the Club disciplinary committee or nominee on behalf of that Committee shall call for written witness statements in support of the complaint and in support of the accused member/members, to be received no later than 28 days prior to the date of the hearing. When all the statements from the parties have been received, copies will be immediately forwarded to the opposing parties, as appropriate. The accused member/members shall be required to indicate in writing, no later than 21 days prior to the date of the hearing, those witnesses he/she requires to attend the hearing to give oral evidence. Should the accused member/members indicate that a witness or witnesses is/are not required to give oral evidence, or should no reply be received within the time limit, the Chair of the Disciplinary Committee shall have discretion to call a witness or witnesses to give oral evidence.

3.3 Assistance to the Club Disciplinary Committee

The Chair of the Club Disciplinary Committee may appoint a person to act as Clerk to the Club Disciplinary Committee, to give assistance to the Club Disciplinary Committee as it thinks fit. The Chair will also arrange for minutes of the proceedings to be taken. The Chair/President of the Club Governing Body will either present the complaint against the accused member/members himself/herself, or appoint another to do so.

3.4 Representation

The accused member/members shall be present at the disciplinary hearing and may be represented by an advisor, friend or other representative. If the accused member/members is/are so represented, should it become necessary to ensure good order at the hearing, the Chair of the Club Disciplinary Committee may stipulate that the accused member/members may speak only when called upon to give evidence by his or her representative.

3.5 Joint Hearings

If two or more accused members are involved in related misconducts, the Club Disciplinary Committee may, at its discretion, deal with their case together. However, the wishes of the accused members concerned must be taken into account.

3.6 Standard and Burden of Proof

The burden of proof shall be with the Club Governing Body and the Club Disciplinary Committee will only find against the accused member/members if, on the evidence before it, it is satisfied that, on the balance of probabilities, an allegation of misconduct has been proved.

3.7 Evidence and Relevance

The Club Disciplinary Committee will rely solely on evidence presented at the hearing in accordance with Section 3.2. The Club Disciplinary Committee may refuse to admit evidence that is, in its opinion, irrelevant to the issues raised.

3.8 Adjournment

The Club Disciplinary Committee shall have the power to adjourn a hearing to another date, as it thinks fit.

3.9 Chair's Right to Stop the Proceedings

The Chair of the Club Disciplinary Committee has the power to suspend the activity of the Club Disciplinary Committee at any time, and to stop the proceedings against the accused member/members if he/she believes it to be appropriate to do so.

3.10 Absence

Notwithstanding the provisions of Section 3.5 of this Regulation, the Club Disciplinary Committee may reach a decision and impose a penalty if the accused member/members is/are absent from the Disciplinary Hearing, provided that the accused member/members has/have been given notice of the Disciplinary Hearing in accordance with Section 3.1(a) and 3.1(b) of this Regulation.

3.11 Majority Verdict

If members of the Club Disciplinary Committee cannot agree, the verdict of the Club Disciplinary Committee will be that decided by the majority of its members.

3.12 Report of the Club Disciplinary Committee

At the termination of the proceedings, the Chair of the Club Disciplinary Committee will write a short report confirming the outcome. In the event of a finding that the allegation has been proved, the report will set out the misconduct alleged, a brief summary of the evidence received, the grounds for the finding that the allegation has been proved, the penalty imposed, and the factors taken into account in deciding the penalty. A copy of the report will be sent to the accused member/members, who will be advised of his/her/their right of appeal, and to any other party deemed to have a material interest in the outcome, though in the latter case the report may be censored.

4. Penalties

4.1 Imposition of Penalties

If an allegation of misconduct is proved against an accused member/members, penalties may be imposed on the accused member/members by the Club Disciplinary Committee. The decision of the Club Disciplinary Committee shall normally be communicated to the accused member/members immediately after the hearing and followed up in writing to the accused member/members. Where in exceptional circumstances this is not possible, the decision will be communicated no later than 21 days after the hearing. Examples of the penalties available are set out at Section 4.3 of this Regulation.

4.2 Matters to be Considered

When determining penalties, the Club Disciplinary Committee will give consideration to the seriousness of the misconduct, the circumstances of the misconduct, and the general personal circumstances of the accused member/members. Due regard should also be paid to the seriousness with which Bowls England regards the misuse of drugs in bowling.

4.3 Types of Penalty

The penalties available for an accused member/members found to have an allegation of misconduct proved against him/her are, but shall not be restricted to:

- a) Informal or verbal warning.
- b) Formal (written) warning.
- c) Final warning.
- d) Excluded from certain activities of his/her Club.

- e) Suspended from the Club for a defined period of time.
- f) Expelled from the Club for an indefinite period of time.

This list is not exhaustive, and the Club Disciplinary Committee retains discretion to impose any other penalty it considers appropriate and proportionate in the circumstances.

5. Appeals

Following the decision of the disciplinary committee, the member/members have the right to appeal. An appeal must be submitted in writing within 14 days of receiving the written decision under Section 3.12. The appeals committee will be made up of 2 members of the board of management and one member of the bowling committee who were not part of the disciplinary committee. The appeals committee will consider the appeal and communicate its decision in writing within 28 days of the appeal being received, where possible.

5.1 Appeals Procedure

In the event of an appeal being made, any penalty imposed OTHER than suspension or expulsion shall be held in abeyance until such time as the right to any appeal has ceased and/or all appeal procedures have been finalised.

Any decision made by the Club Disciplinary Committee regarding suspension or expulsion shall only be overturned by virtue of any appeal procedures. The decision of the appeals committee will be final. The accused member/members may make a further appeal to the county disciplinary committee if they so wish.

5.2 Effect of a Warning

An accused member/members issued a formal or final warning under Section 4.3 may have that warning referred to and taken into account if a further allegation of misconduct is proved against him or her within a period of 3 years.