

CAMDEN DISTRICT CRICKET ASSOCIATION Inc

By-Laws

February 2026



TABLE OF CONTENTS

1. DEFINITIONS AND INTERPRETATION	3
2. APPLICATION OF BY-LAWS	5
3. INTEGRITY POLICIES	6
4. CODE OF CONDUCT	7
5. DISCIPLINING, SUSPENSION AND EXPULSION OF MEMBERS	9
6. REGISTER OF MEMBERS	10
7. SUBSCRIPTIONS AND FEES	11
8. ELECTED DIRECTORS	11

BY-LAWS
of
CAMDEN DISTRICT CRICKET ASSOCIATION INCORPORATED

1. DEFINITIONS AND INTERPRETATION

Defined terms not otherwise defined in these By-Laws have been defined in, and have the meaning given to them in the CDCA Constitution.

1.1 Definitions

In this Constitution unless the contrary intention appears:

Affiliate has the same meaning as Affiliate Member in the Constitution.

Association means Camden District Cricket Associated Incorporated.

Board means the body consisting of the Directors.

By-Laws means these By-Laws.

Captain means the person nominated at the commencement of a cricket match as the Captain of the Team.

Code of Conduct means the Code of Conduct contained in these By-Laws.

Constitution means the Constitution of the Association.

Cricket Event means any Match, tournament, tour, contest, event, activity (including training), whether on a one-off basis or as part of a series, league or competition sanctioned or organised by the Association.

Cricket NSW or NSWCA means the New South Wales Cricket Association, being the relevant cricket State Sporting Organisation responsible for the regulation of cricket in the state of New South Wales.

Cricket Participant includes:

- (a) Players;
- (b) individuals who are registered with or entitled to participate in an Affiliate or Club or a Cricket Event;
- (c) coaches appointed to train a Player or Team of an Affiliate or the Association or for a Cricket Event;
- (d) administrators who have a role in the administration or operation of an Affiliate or the Association, including owners, directors, committee members or other persons;
- (e) officials including referees, umpires, technical officials, or other officials appointed by an Affiliate or Association or any league, competition, series, club or Team sanctioned by Cricket NSW or the [Association];
- (f) Player Support Personnel who are appointed in a professional or voluntary capacity by an Affiliate or the Association;
- (g) individuals who are registered as members with an Affiliate or Association or any league, competition, series, club or Team sanctioned by Cricket NSW or the [Association];
- (h) employees;
- (i) contractors;
- (j) volunteers; and

(k) any other individual who has agreed to be bound by the Integrity Policies;

Integrity Policies means the policies included in the Cricket NSW Integrity Framework as contained in these By-Laws.

Match means a cricket match between two teams sanctioned or organised by Cricket NSW, an Affiliate and/or the Association.

Member means a member for the time being of the Association under its Constitution.

NSW means New South Wales.

Objects means the objects of the Association in **clause** Error! Reference source not found..

Player means a participant in a Cricket Event (including in addition to those that are playing in a Team) organised, sanctioned or otherwise under the auspices of an Affiliate or Association and includes representative competitions, tours and carnivals.

Player Support Personnel includes any parent, guardian, coach, trainer, Team manager, Player agent, selector, umpire, Team official, doctor, physiotherapist, dietitian, fitness or other health- related advisor or any other person employed by, contracted to, representing or otherwise affiliated to an Affiliate or Association, or any parent or other person working with, treating or assisting a Player.

Register means a register of Members kept and maintained in accordance with **clause 6**.

Team means a collection or squad of Players who compete and/or train in cricket and/or cricket activities.

1.2 Interpretation

In these By-Laws, unless the subject matter or context otherwise indicates or requires:

- (a) a reference to a function includes a reference to a power, authority and duty;
- (b) a reference to the exercise of a function includes, where the function is a power, authority or duty, a reference to the exercise of the power or authority of the performance of the duty;
- (c) words importing the singular include the plural and vice versa;
- (d) words importing any gender include the other genders;
- (e) references to persons include corporations and bodies politic;
- (f) references to a person include the legal personal representatives, successors and permitted assigns of that person;
- (g) a reference to a statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or replacements of any of them (whether of the same or any legislative authority having jurisdiction);
- (h) a reference to **present in person** means present physically or by electronic means; and
- (i) a reference to **writing** shall unless the contrary intention appears, be construed as including references to printing, lithography, photography and other modes of representing or reproducing words in a visible form, including messages sent by electronic mail;
- (j) references to business days means days other than Saturdays, Sundays and public holidays; and
- (k) references to days and cognate terms shall not be construed as referring only to business days but shall be construed to include Saturdays, Sundays and public holidays

1.3 Constitution

These By-Laws are made by the Board under the Constitution and are subject to the Constitution. In the event of any consistency between the Constitution and the By-Laws the Constitution shall prevail. Unless otherwise defined in the By-Laws terms used in the By-Laws shall be defined and interpreted in accordance with the Constitution.

2. APPLICATION OF BY-LAWS

The By-Laws shall be binding on:

- (a) the members and office-bearers of Camden District Cricket Association
- (b) the Affiliates;
- (c) the members and office-bearers of the Affiliates;
- (d) any other Cricket Participants.
- (e) participate as an affiliate of Cricket NSW so cricket can be conducted, encouraged, promoted, advanced and administered in the Region and New South Wales;
- (f) conduct, encourage, promote, advance and administer cricket throughout the Region;
- (g) ensure the maintenance and enhancement of the Association, Cricket NSW, Cricket Australia, the Members and cricket, along with its standards, quality and reputation for the benefit of the Members and cricket in New South Wales;
- (h) at all times promote mutual trust and confidence between the Association, Cricket NSW and the Members in pursuit of these Objects;
- (i) at all times act on behalf of, and in the interest of, the Members and cricket in the Region;
- (j) promote the economic and community service success, strength and stability of the Association, the Members and cricket in the Region;
- (k) affiliate and otherwise liaise with Cricket NSW and adopt its rule and policy framework to further these Objects and cricket;
- (l) use and protect the Intellectual Property;
- (m) apply the property and capacity of the Association towards the fulfilment and achievement of these Objects;
- (n) strive for government, commercial and public recognition of the Association as the controlling body for the Sport in the Region;
- (o) abide by, promulgate, enforce and secure uniformity in the application of the rules of the Sport as may be determined from time to time by Cricket NSW or Cricket Australia and as may be necessary for the management and control of cricket and related activities in the Region;
- (p) advance the operations and activities of the Association throughout the Region;
- (q) review and/or determine any matters relating to cricket which may arise, or be referred to it, by any Member;
- (r) recognise any penalty imposed by any Member;
- (s) act as arbiter (as required) on all matters pertaining to the conduct of cricket in the Region, including matters that are not otherwise under the regulation or control of Cricket NSW;
- (t) pursue such commercial arrangements, including sponsorship and marketing opportunities as are appropriate to further the interests of cricket in the Region;

- (u) adopt and implement such policies as may be developed by Cricket NSW or Cricket Australia, including (as relevant and applicable) member protection, anti-doping, health and safety, junior sport, infectious diseases and such other matters as may arise as issues to be addressed in the Sport;
- (v) represent the interests of its Members and of cricket generally in any appropriate forum in the Region;
- (w) have regard to the public interest in its operations;
- (x) do all that is reasonably necessary to enable these Objects to be achieved and enable Members to receive the benefits which these Objects are intended to achieve;
- (y) promote the health and safety of Members and all other participants in cricket in the Region;
- (z) seek and obtain improved facilities for the enjoyment of cricket in the Region; and
- (aa) undertake and or do all such things or activities which are necessary, incidental or conducive to the advancement of these Objects.

3. INTEGRITY POLICIES

3.1 Application of Integrity Policies

Consistent with its objects as set out in the Constitution, Cricket NSW has formulated and/or adopted the policies set out in this clause 3.1 (Integrity Policies), and each person referred to in By-Law 2 of these By-Laws must comply with, and is bound by, the Integrity Policies:

- (a) NSWCA Complaints and Dispute Resolution Policy;
- (b) NSWCA Code of Conduct – as set out in By-Law 5 of these By-Laws;
- (c) NSWCA Member Protection Policy;
- (d) Cricket Australia Anti-Doping Code;
- (e) Cricket Australia Illicit Substances Rule;
- (f) NSWCA Anti-Corruption Policy;
- (g) NSWCA Safeguarding Children and Young People Policy;
- (h) Australian Cricket's Looking After our Kids Code of Behaviour;
- (i) NSWCA Code of Conduct Procedures; and
- (j) any other policy introduced by Cricket Australia or NSWCA from time to time and notified to the Affiliates.

3.2 Breach of Integrity Policies

Notwithstanding anything else in these By-Laws, any alleged breach or complaint in relation to any of the Integrity Policies must be handled in accordance with the procedure set out in the relevant Integrity Policy.

4. CODE OF CONDUCT

4.1 Code of Conduct

Any Cricket Participant or Affiliate must not:

- (a) engage in conduct which brings, or is likely to bring, the interests of cricket or Cricket NSW into disrepute;
- (b) act in a manner which is, or is likely to be, prejudicial to the interests of cricket or Cricket NSW;
- (c) engage in disorderly or improper conduct or behaviour during a cricket matches;
- (d) engage in any of the offences contained in the Cricket NSW Code of Conduct Procedures;
- (e) verbally or physically abuse, assault or engage in violence with another person, intimidate another person or create a hostile environment;
- (f) make or post inappropriate, offensive or discriminatory comments in public (including via any form of social media) about another person, an Association or any of the Affiliates;
- (g) breach any requirements for safeguarding children and young people as set out in the NSWCA Safeguarding Children and Young People Policy;
- (h) victimise another person for making a complaint under any Cricket NSW policy, including any Integrity Policy;
- (i) disclose to a person or organisation any information related to cricket and/or Cricket NSW that is of a private, confidential or privileged nature without the required consent of the relevant person or entity;
- (j) make a complaint under NSWCA's Complaints and Dispute Resolution Policy that the Player or Player Support Personnel or Cricket NSW knows to be untrue, vexatious, malicious or improper; or
- (k) breach any provision of an Integrity Policy as set out in **By-Law 4.1**.

4.2 Captain's Responsibility

The Captain of a Team breaches **clause 4.1** if the Team demonstrates systemic non-compliance with the Code of Conduct, including:

- (a) where one or more Players in that Team engage in multiple breaches of the Code of Conduct during any Cricket Event; or
- (b) where one or more Players in that Team engage in continuous breaches of the Code of Conduct throughout a cricket season; or
- (c) the Captain otherwise breaches Law 41.1 of the Laws of Cricket.

4.3 Code of Conduct Procedures

- (a) Subject to **clause 5.1(a)** and **clause 4.3 (b)**, any breach of this Code of Conduct by a Cricket Participant, Affiliate or Association shall be managed by the Association in accordance with the Cricket NSW Code of Conduct Procedures or such other procedure that is not inconsistent with the Cricket NSW Code of Conduct Procedures.
- (b) Any Affiliate or Association that manages Code of Conduct breaches under its own judicial processes must use the offences and prescribed penalties set out in the Cricket NSW Code of Conduct Procedures.
- (c) Notwithstanding clause 4.3(a) (above), Cricket NSW may, in its sole discretion, intervene and take control of an alleged breach of this Code of Conduct by a Cricket Participant, Affiliate or Association and deal with the matter in accordance with any of the Integrity Policies.

4.4 Effect of Penalties Imposed by a Judiciary Committee or Appeals Panel

- (a) No replacement Player or substitute is allowed for any Player who is suspended or disqualified by a judiciary committee or Appeals Panel of Cricket NSW or any Affiliate or Association during the course of a match.
- (b) Any person who has been suspended or fined or otherwise dealt with by a judiciary committee of any of the Affiliates or Associations may, at the discretion of the judiciary committee:
 - (i) be prohibited from acting in any administrative position or as an office-bearer of the person's club or association or as Captain of any Team taking part in any match conducted by any of the Associations; and
 - (ii) not be eligible to act as a delegate member or an office-bearer of any of the Associations,

until the annual general meeting of the relevant Association held after the expiration of such suspension or disqualification or held after the day on which such fine is paid to the relevant Association.

It is noted that in respect of this **clause 4.4** that any judiciary committee or Appeals Panel of the Association may not impose a penalty which is inconsistent with any person's contract of employment if that person is an employee of any of the Affiliates or Associations.

4.5 Suspended Players

- (a) Any Player who has been suspended by a Commissioner or a judiciary committee of the Association or by any other properly constituted cricket disciplinary authority at club, association, NSW, CA or international level shall be ineligible for selection during the period of the suspension in any Team in a competition conducted by any of the Affiliates or Associations or in any Team selected by or representing any of the Affiliates or Associations.
- (b) For the purpose of **clause 4.5(a)**, the period of suspension shall be:
 - (i) the period from the first date until the last date, both dates inclusive, where a time period suspension is imposed; and
 - (ii) each day of play of a match where a match-based suspension is imposed. Where a match is not played due to inclement weather or for any other reason, the original scheduled days of play shall constitute the period of suspension.
- (c) Any Player who has been suspended by a judiciary committee of the Association or by any other properly constituted cricket disciplinary authority at club, association, NSW, CA or international level shall be ineligible to be appointed or to act as Captain of a NSW Team or any other Team representing any of the Associations until the commencement of the Annual General Meeting of the Association held after the expiration of the suspension.
- (d) A Player who lodges an appeal against a suspension imposed by a judiciary committee of the Association or by any other properly constituted cricket disciplinary authority at club, association, NSW, CA or international level shall be ineligible for selection in any Team in a competition conducted by the Association or in any Team selected by or representing any of the Associations until the decision to suspend the Player has been overturned or amended by the appellate body or the period of the suspension has expired.
- (e) The Secretary of the Association shall inform Cricket NSW of any suspension of a representative Player or prospective representative Player as soon as possible after the imposition of such suspension comes to the attention of the Secretary. For the purposes of **clause 4.5**, a "representative Player" means a person who has represented the Association in any cricket match within a prior period of 12 months.

5. DISCIPLINING, SUSPENSION AND EXPULSION OF MEMBERS

5.1 Powers of the Board and the Association in General Meeting

- (a) Where the Board is advised or considers that a Member has allegedly:
 - (i) breached, failed, refused or neglected to comply with a provision of this Constitution, the By-Laws, Cricket NSW's Constitution or By-Laws or any resolution or determination of the Board or any duly authorised committee; or
 - (ii) acted in a manner unbecoming of a Member, or prejudicial to the Objects and/or interests of the Association, Cricket NSW and/or the Sport; or
 - (iii) brought the Association, Cricket NSW, any other Member or the Sport into disrepute;the Board may commence or cause to be commenced, disciplinary proceedings against that Member.
- (b) The Board and the Association in general meeting have the power to:
 - (i) censure the Member;
 - (ii) impose a fine on the Member;
 - (iii) suspend the Member from membership of the Association for a specified period;
 - (iv) expel the Member from membership of the Association; and
 - (v) if the Member is expelled - disqualify the Member from being readmitted as a Member for a specified period.
 - (vi) The above power may only be exercised in accordance with the provisions of this **By-Law 17**.

5.2 Board to Cause Notice to be Served on Member

If the Board considers that a Member may have acted in a manner referred to in **clause 5.1** and is considering passing a resolution to take action of the kind referred to in **clause 5.1** against the Member then the Board shall cause a notice to be served on the Member. The notice shall:

- (a) specify the alleged conduct that the Board considers that the Member may have engaged in;
- (b) specify the proposed resolution to be passed at a meeting of the Board;
- (c) specify the date, place and time of the meeting at which it is proposed to pass the above resolution; and
- (d) inform the Member that the Member may do either or both of the following:
 - (i) attend the meeting and address the Board at that meeting; and
 - (ii) submit to the Board either at or prior to the meeting written representations relating to the proposed resolution.

5.3 Date of Board Meeting

The meeting at which the Board is to consider the above resolution shall be held at the date, place and time specified in the notice previously forwarded to the Member. The meeting shall be held not earlier than 14 days and not later than 28 days after service of the notice on the Member.

5.4 Procedure at Board Meeting

At the meeting of the Board at which the resolution is to be considered:

- (a) the Board shall:
 - (i) give to the Member an opportunity to make oral representations to the Board at that meeting;
 - (ii) give due consideration to any written representations submitted to the Board by the Member at or prior to the meeting; and
 - (iii) by resolution:
 - (A) vote in favour of the resolution;
 - (B) vote against the resolution; or
 - (C) vote in favour of an amended resolution so long as the penalty imposed the amended resolution is less severe than the penalty contained in the original resolution contained in the notice previously forwarded to the Member; and
 - (iv) the Member shall have no right to legal representation.

5.5 Notice of Board Resolution

The Secretary shall within seven days of the passing of the resolution by the Board forward written notice to the Member informing the Member of the content of the resolution which was passed and of the Member's right of appeal to the Members in general meeting.

5.6 Board Resolution

- (a) If the Member who is the subject of a Board resolution does not exercise the Member's right of appeal to the Cricket NSW Appeals Panel in accordance with the Cricket NSW Constitution, then the Board resolution takes effect upon the expiration of that period.
- (b) If the Member exercises the Member's right of appeal to the Cricket NSW Appeals Panel, then the Board's resolution will continue to have effect until the outcome of the appeals process.

5.7 Right of Appeal of Disciplined Member

A Member who is the subject of a Board resolution may appeal to Cricket NSW in accordance with the process prescribed in clause 24.3 of the Cricket NSW Constitution and By-Laws.

6. REGISTER OF MEMBERS

6.1 Association to keep Register

The Association shall keep and maintain a Register in which shall be entered (as a minimum):

- (a) the full name, address, category of membership, incorporation information and date of entry to membership of each Club; and
- (b) the full name, residential address and date of entry to membership of each Director and Life Member; and
- (c) where applicable, the date of termination of membership of any Club.

Clubs, Directors and Life Members shall provide notice of any change and required details to the Association within one (1) month of such change.

6.2 Inspection of Register

Having regard to privacy and confidentiality considerations, inspection of the Register will only be available as required by the Act and under clause 6.1(b). If permitted, only an extract of the Register, excluding the address or other direct contact details of any Life Member or Director, shall be available for inspection (but not copying) by Members.

6.3 Use of Register

Subject to the Act, confidentiality considerations and privacy laws, the Register may be used solely to further the Objects, in such manner as the Board considers appropriate.

7. SUBSCRIPTIONS AND FEES

- (a) The annual membership subscription (if any) and any fees or other levies payable by Members to the Association, the time for and manner of payment, shall be as determined by the Board.
- (b) The Board is empowered to prevent any Member whose annual subscription or any other fees are in arrears from exercising the whole or any of the rights or privileges of membership of the Club, including but not limited to the right to vote at General Meetings. There is no right to natural justice or any right of appeal where the Board exercises its power under this **clause 7(b)**.
- (c) Where a Member's annual subscription or any other fees are in arrears for more than 30 days that Member's membership ceases.

8. ELECTED DIRECTORS

8.1 Nominations

- (a) Nominations for elected Director positions shall be called for twenty-eight (28) days prior to the Annual General Meeting. When calling for nominations:
 - (i) details of the necessary qualifications and job descriptions for the positions; and
 - (ii) current Board gender composition;Qualifications and job descriptions may be determined by the Board from time to time.
- (b) Nominees for elected Director positions must declare any position they hold in a Club, Cricket NSW or Cricket Australia including as an officer (howsoever described including as a Delegate) or as a full-time employee.

8.2 Form of Nomination

Nominations must be:

- (a) in writing;
- (b) on the prescribed form (if any) provided for that purpose;
- (c) certified by the nominee (who must be an Individual Member) expressing their willingness to accept the position for which they are nominated; and
- (d) delivered to the Association not less than fourteen (14) days before the date fixed for the AGM.

8.3 Elections

- (a) If the number of nominations received for the Board is equal to the number of vacancies to be filled or if there are insufficient nominations received to fill all vacancies on the Board, then those nominated may be declared elected only if approved by the majority of Members present and entitled to vote. For avoidance of doubt an Elected Director must be elected even if the only candidate for a vacant position.
- (b) If there are insufficient nominations received to fill all vacancies on the Board, or if a person is not approved by the majority of Members the positions will be deemed casual vacancies under **clause** Error! Reference source not found..
- (c) If the number of nominations exceeds the number of vacancies to be filled, voting papers shall be prepared containing the names of the candidates in alphabetical order, for each vacancy on the Board.
- (d) Voting shall be conducted by secret ballot and otherwise in such manner and by such method (including electronically) as may be determined by the Board from time to time.

8.4 Details of role of various board positions.

Duties and Functions of Office Bearers

President:

- (i) Chairperson at all meetings.
- (ii) Ex officio chairperson of all committees.
- (iii) Shall conduct such meetings in accordance with the Constitution and the by-laws.
- (iv) Shall have one deliberate vote at all Meetings.
- (v) The President shall have one casting vote only at such meetings.

Vice President Senior:

- (i) Chair the Association meetings when the President is unavailable.
- (ii) Shall have one deliberate vote at all Meetings.
- (iii) Assist in other duties involving Executive matters and assist other Executive members in their portfolios as required.
- (iv) Represent the Association at meetings at the Wests Sports Council.
- (v) Responsible for Senior Presentation.
- (vi) Coordinate grading committee meetings.
- (vii) Facilitate the grading of junior players and teams into ability appropriate competitions.
- (viii) Facilitate the grading of senior players and teams into ability appropriate competitions.
- (ix) Coordinate the production of competition draws.
- (x) Coordinate changes to grading and draws during the season when the need arises.

Vice President Junior:

- (i) Shall have one deliberate vote at all Meetings.
- (ii) Assist in other duties involving Executive matters and assist other Executive members in their portfolios as required.
- (iii) Be responsible for organising the 20/20 Under 16's Wests Cup each season.
- (iv) Responsible for Junior Presentation.

Secretary:

- (i) Attend to general business of the Association.
- (ii) Attending to all correspondence and generally perform all duties usually connected with the Office of Secretary.
- (iii) Be responsible for recording of minutes of all meetings and ensure they are distributed to the Club Secretaries within 7 days after such meetings.
- (iv) Store minutes on an electronic device held in their custody
- (v) Read or table minutes as required at Association meetings.
- (vi) Receive and action Appeals arising from Judiciary Matters.
- (vii) Table such correspondence at relevant meetings of the Association.
- (viii) Maintain a Register of Fine Defaulters.
- (ix) Keep a record of attendance at all meetings.
- (x) Be responsible for maintaining the Club's Register of Members.
- (xi) Be the Associations Representative in dealing with all Councils within the Association boundaries.
- (xii) Shall have one deliberate vote at all meetings.

Treasurer:

- (i) Receiving all monies and giving an official receipt.
- (ii) Banking all monies received to the Association's account within 14 days of receipt.
- (iii) Paying all accounts authorised by the Executive Committee.
- (iv) Preparing a monthly financial report for presentation at all meetings
- (v) Preparing an Annual Financial statement and submit it at the Annual General Meeting.
- (vi) The Treasurer shall have one deliberate vote at all meetings.

Records Officer:

- (i) Keep a Register of all players including transfers.
- (ii) Receive all score sheets and late registrations from clubs and check against registered players list.
- (iii) Keep tables on Play HQ up to and including bonus points.
- (iv) Monitor the entry of all games through Play HQ and ensure the data is complete and correct.
- (v) Monitor Stage 1 batting rotations and advise on any breaches of the rule.
- (vi) Recording of details associated with competition matches and player performances.
- (vii) Produce statistics and details as required from time to time.
- (viii) At the end of the season
 - a) Issue to the Association Secretary a list of trophy winners in each age group, division, and grade.
 - b) Calculate Club Champion winners for Junior, Senior, and combined competitions.
- (ix) The Records Officer shall have one deliberate vote at all meetings.

Representative Co-Coordinator:

- (i) Co-Ordinate the selection of players for Representative Teams each season.
- (ii) Co-ordinate the selection of Coaches of Junior Representative Teams and the Managers and Captains of Senior Representative Teams.
- (iii) Organise Trial Games for Representative Teams.
- (iv) Organise development academies as required on recommendations of Executive Committee.
- (v) Co-Ordinate all aspects of reporting and games during the representative season.
- (vi) The Representative Co-Coordinator has one deliberate vote at all meetings.

Judiciary Chairperson:

- (i) Be responsible for all matters relating to misconduct.
- (ii) Form Judiciary Committees to hear all matters relating to misconduct and appeals as required.
- (iii) Report the results of Judiciary matters to the Executive Committee as required.
- (iv) Maintain a record of appearances and results of Judiciary Matters.
- (v) Shall have one deliberate vote at all meetings.



CRICKET NSW

