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# CIRCULAR

**ROYAL NSW BOWLING ASSOCIATION LTD.**

PO Box A2186, Sydney South NSW 1235

Ph: (02) 9283 4555, Fax: (02) 9283 4252

email: [rnswba@bowlsnsw.com.au](mailto:rnswba@bowlsnsw.com.au)

<http://www.bowlsnsw.com.au>

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**No: 3/2016**  
**Date: 26<sup>th</sup> February 2016**  
**To: Zones, Districts & Club**  
**Re: New Annual Fee Structure – Review of Fixed Fee Model**

In September 2015 it was resolved that a new fee structure would be introduced for 2016/17 for all Bowls NSW Member Clubs and Affiliated Sub-Clubs in place of the existing capitation model.

This fee structure seeks to introduce a single ‘fixed’ annual fee for each Club to affiliate with Bowls NSW for a 12 month period, allowing Clubs to register Bowling Members throughout the year at **no additional membership cost**.

Letters were sent to all Clubs in September 2015 (refer Circular 21/2015) with the intention of giving sufficient notice of their proposed fee amount for 2016/17. As a result however, this was found to be significantly disproportionate in many cases, as the fee was calculated using actual membership figures as at May 31<sup>st</sup> 2015 and did not account for potential 2015 annual return adjustments for a majority of clubs.

At the November State Council Meeting, in-principle support was given to the introduction of the new structure on the basis that the Board undertake a review of the ‘starting fee’ calculation to ensure that it was fair and reasonable.

The subsequent Board review focused on the following;

- The fees paid by clubs during their 2015/16 financial year, including their Annual Return and new applications received.
- Establishing a ‘starting fee’ which was fair and reasonable in consideration Circular 04/2015 which stated that the fees set at \$60 in March 2015 would remain in place for two years until June 2017;
- The implementation of a mechanism to account for potential membership decline from year to year.
- The impact of the new structure on Small Bowling Clubs.

As a result,

- The 2016/17 Fees for Clubs have been recalculated taking into consideration the amount paid for 2015/16 financial year and providing for a membership decrease between now and the end of each Club's financial year.
- Clubs will be provided notice of their fee amount for the proceeding financial year in March of each future year, and subsequently invoiced approximately 6 weeks prior to their year-end with the Clubs Annual Return.
- In setting the annual fixed fee each year, the Board will consider;
  - Any total membership decline over 12 months from December to December;
  - The CPI% for 12 months December to December;
  - Cases of significant membership transfer/migration between Clubs;
  - Any genuine cases of hardship faced by Clubs upon application.

The intention of the new fee structure is to encourage and promote the registration of **ALL** persons playing bowls across NSW, and in turn be able to accurately and objectively know how many people are participating in our sport across the State.

If more bowlers are registered and membership growth can be achieved, then the sport and Bowls NSW will be in a better position to seek funds (grants) and support for our Clubs from the State Government.

Through the implementation of this new fee structure, we seek the support and cooperation of Clubs to register all Bowling Members, regardless of whether the individual plays in Association Events or in social/gala events.

The initial annual fee for each Club has been calculated based on projected membership, taking into consideration the Club's financial year end, a projected membership % decrease and the size of the Club.

It has been resolved that NO Club will be charged a fee which is higher than the amount previously notified in September 2015.

Greg Helm  
Chief Executive Officer  
Bowls NSW.