

Rules governing matches played under the control of The West of England Basketball Association (WEBBA)

1 FEES AND DEPOSITS

- 1.1 Each team shall pay an annual fee for entry to the league. A separate fee for entry to any other competitions may be levied. The entry fee referred to shall be paid in part or in full as required by the Executive Committee.
- 1.2 Details of venue and start time should be notified to the Executive Committee no later than the date of the AGM. Details supplied after this date, may require the approval of the Executive Committee.-

2 REFEREES (This refers to all floor officials - both the referee and umpire{s})

- 2.1 Each referee will receive a fixture list for all or part of the coming season. In the case of referees not being able to fulfil a commitment at short notice, they must find a suitable replacement. Changes must be notified to both teams and the Referees' Secretary.
- 2.2 In the case of the non-appearance of a Club referee, the Club concerned will be liable to a fine and/or loss of league points.
- 2.3 If as a result of the non-appearance of a Club referee the game is not played, the defaulting Club may be liable for any referees' expenses, the travelling and court expenses (if specially booked for the game) of both teams. Where the referee is Independent of any Club, that official may be liable for the costs involved. Details of any claims for expenses must be received by the relevant Competition Secretary within 7 days of the scheduled date of the match.
- 2.4 In the case of a game being postponed or cancelled with less than 72 hours notice, the referee may claim their match fee, plus any travel expenses incurred. Any claim must be received by the relevant competition secretary within 5 days of the scheduled match.
- 2.5 Referees are required to comply with FIBA (playing) rules and interpretations for all matches.
- 2.6 Referees are required to inspect the WEBBA licences of all individuals named on the score sheet and to check the correct entry of licence numbers.
- 2.7 Referees should inform the appropriate officer of any aspect of a team's behaviour, appearance or facilities that falls short of the required standard.
- 2.8 In the case of the disqualification of any player, coach or team follower, each floor official must independently submit within 2 days, a written report to the Disciplinary Convener (or the Referees' Secretary for forwarding). Similarly, referees should submit any post-match misbehaviour reports within 2 days .
- 2.9 In the case of a team **captain** signing the scoresheet 'under protest' the referee must determine the cause of the protest and investigate the claim, with the assistance of the table officials, if appropriate. Each floor official must independently submit within 2 days, a written report to the relevant Competitions Secretary.

2.10 In the case of non-arrival of an appointed floor official(s), the clubs concerned will play the game provided that the following conditions are met;

2.10.1 A substitute official is available who is acceptable to the match referee.

2.10.2 Unless there are special circumstances, as determined by the match referee, such official(s) should officiate the whole game, and in so doing relinquish all connection (e.g. coaching, supporting) with the teams involved.

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2.10.3 If the official who fails to arrive is the referee, the umpire shall assume the duties of the referee

2.10.4 Once a game commences with a replacement official, this signifies the acceptance of this official by both teams.

2.11 WEBBA will not recognise games played with only one floor official.

3 DUTIES OF THE HOME TEAM

To provide:-

- 3.1 two competent table officials, at least one of who must be qualified at level 2, or in the process of taking the award. Table officials are to be BE registered.
- 3.2 the official game clock visible to both teams, or a visible minute marker, a scoreboard visible to players and coaches
- 3.3 Teams playing in WEBBA Competitions are required to have an electronic count-down clock, either wall mounted or table-top and clearly visible to the players on court. Such a clock will normally also show the score for both teams.
- 3.4 an official scoresheet, team foul markers, player foul markers, a possession arrow
- 3.5 adequate changing and showering facilities.
- 3.6 playing area to BE specifications adequately covered, illuminated and available for a start time between 1915 and 2045 hours Monday to Friday, or between 1500 and 2015 hours on a Sunday. Teams should be given 15 minutes court time prior to the start of any match.
- 3.7 facilities open to inspection by the Executive Committee.
- 3.8 a suitable match ball (for season 2016-2017 it is recommended that, a Spalding TF1000 ball is used)
- 3.9 pay floor officials in cash before the commencement of the game. Subsequently, appeal to the Chair if the expenses are considered to be excessive. In Cup, Plate, Trophy and play-off matches the visiting team shall pay half the match officials costs to the home team.
- 3.10 email the completed match report form to the relevant officer to arrive within 2 days of the match being played. Scoresheets should be stored until the end of the season and must be available if required by any officer of the Association.
- 3.11 send to the Disciplinary Convenor the scoresheet and a copy of the match report form to arrive within two days if a disqualification, protest or any other unusual event occurs within or in the aftermath of the game.

4 DUTIES OF ALL CLUBS & TEAMS

- 4.1 Clubs, club members and team followers are expected to abide by the BE Code of Conduct
- 4.2 Each club or team secretary will receive a fixture list for the coming season. On receipt of this list, secretaries will be permitted to request an alteration only if the fixture has been set for a period when the team has previously indicated that it would not be available. Otherwise the club or team will be deemed to have accepted the fixtures as stated, and to have agreed to play all games on the appointed dates. In case of any dispute, teams are reminded that every effort should be made to play a game, where possible.
- 4.3 To wear uniform and correctly numbered kit

- 4.4 The coach or captain of each team is responsible for ensuring that the WEBBA licence includes all the individuals named on the scoresheet, that the licence is available for inspection by the referees prior to the commencement of the game, and that all licence numbers are entered correctly on the score sheet.
- 4.5 To supply to the WEBBA list of active referees, a minimum of one qualified referee per team who would be available to officiate at least one game per week. Failure to do so may mean an entry from such a club is rejected. It is the responsibility of the secretary of each club to ensure that its referees are aware of all refereeing commitments.
- 4.6 To inform the relevant Competitions Secretary immediately upon the intended postponement/cancellation of any game. The club/team requesting the postponement/cancellation must inform the floor officials, Referees Secretary and the opposition. The club/team responsible for the postponement/cancellation will be liable to a fine unless the postponement/cancellation is accepted as being entirely beyond its control.
- 4.7 When a game is postponed/cancelled, the club/ team, which is not responsible, may apply to claim the game by default. Any such claim must be received by the relevant League or Competition Secretary within seven days of the date originally scheduled for the fixture.
- 4.8 If a postponement is accepted by the opponents, the club/team requesting the postponement has a duty to seek an alternative date acceptable to the opponents, and will be required to find replacement floor officials in consultation with the Referees Secretary. No re-arrangements may be made without the knowledge of the relevant League or Competitions Secretary. The relevant League or Competition Secretary should be notified of the new date within seven days of the originally scheduled date. Failure to follow this procedure may result in a loss of game by default or deemed unplayed.
- ~~4.9 In the case of non-arrival of an appointed floor official(s), the clubs concerned will play the game provided that the following conditions are met;~~
- ~~4.9.1 A substitute official is available who is acceptable to the match referee.~~
- ~~4.9.2 Unless there are special circumstances, as determined by the match referee, such official(s) should officiate the whole game, and in so doing relinquish all connection (e.g. coaching, supporting) with the teams involved.~~
- ~~4.9.3 If the official who fails to arrive is the referee, the umpire shall assume the duties of the referee~~
- ~~4.9.4 Once a game commences with a replacement official, this signifies the acceptance of this official by both teams.~~
- ~~4.10 WEBBA will not recognise games played with only one floor official.~~
(See 2.10/2.11)
- 4.9 Each club playing in WEBBA organised competitions is required to send one representative to the AGM and any other meeting called by the Executive Committee. A club not entering WEBBA in the following season is not compelled to attend the AGM, but maintains its voting rights at that AGM. A new club joining WEBBA will be welcomed to the AGM but will have no voting rights until the commencement of the new season (generally considered to be 1 September prior to commencement of fixtures for the new season).
- 4.10 All clubs are to return in a clean condition any trophies won the previous season by the date given at the time of presentation.
- ~~4.13 The Captain of any team wishing to appeal against the result of a game is required to sign the scoresheet 'Under Protest' immediately the game ends. The Secretary of the team must submit, within 2 days, a written report to the relevant Competitions Secretary outlining the details of the appeal, enclosing the appeals fee. (See 11.4)~~
- 4.11 In the event of a colour clash the Home team will change.
- 4.12 Only males are eligible to play in the Men's divisions/competitions and only females may play in the Women's divisions/competitions.

5 LEAGUE POINTS

- 5.1 Two points will be awarded to the winning team, one point to the losing team, and no points to a team forfeiting. In the case of a game remaining unplayed which the Executive Committee deems to be no fault of either of the teams concerned, the Executive Committee may, at its discretion, award league points to those teams.
- 5.2 This system also applies to knock out competitions incorporating pools.

6 PROMOTION AND RELEGATION

- 6.1 At the end of the playing season the first two teams and the last two teams in each division will normally be eligible for promotion or relegation. The final decision will rest with the Executive Committee.
- 6.2 In the event of teams in promotion or relegation positions tying with equal league points the issue will be decided by the aggregate scores of games played between those teams which finish equal on league points. If still level, play-offs may take place.

7 REGISTRATIONS AND TRANSFERS

- 7.1 Each club, their players, referees, table officials and coaches (hereafter all called individuals) are required to register with BE and to pay the current registration fees. This must be done before a WEBBA licence can be issued and any games are played. Clubs which fail to register in time will forfeit all games until the process has been completed.
- 7.2 The system for the issue of a WEBBA licence will be as decided by the Executive Committee on a season by season basis.
- 7.3 The licence will show the club for which an individual is registered, and if applicable, which team within that club. Where a non-playing coach is a player with a different club, a WEBBA licence for each club must be held. The licence will also display any re-registrations that have taken place.
- 7.4 No player may represent a club or team during the current season other than the one for which they are licensed unless:-
- 7.4.1 permission is obtained from the relevant Competitions Secretary.
 - 7.4.2 the WEBBA licence of the club to which the transferred player has moved has been updated.
 - 7.4.3 clearance is obtained from the player's former club.
- 7.5 WEBBA does not license individuals as players who are employed under the EB National League Work Permit Scheme. These "paid professionals" are not permitted to play in WEBBA. These individuals may be involved with a club in any other capacity than "player" for which a WEBBA licence may be issued.
- 7.6 When a player is relicensed for another club or team, they may not play in a Cup, Plate or Trophy competition for their new club or team if they have already played in the competition that season.
- 7.7 Players will not be licensed for league competition after 31 January in the current season, except at the discretion of the Executive Committee.
- 7.8 Players will not be licensed for Cup/Plate or Trophy competitions after 31 December in the current season
- 7.9 Should play-offs be held, to be eligible, players must have appeared in a minimum of one third of the team's league fixtures for the season.
- 7.10 Individuals will not be licensed for a new club at the beginning of a season or re-licensed during the course of a season if they owe money (match fees, subscriptions etc) to the club they are leaving. A maximum debt of £50 will apply. The club to which the debt is owed must provide details.

8 CLUBS WITH TWO OR MORE TEAMS

- 8.1 In the event of a club fielding two or more teams, the following will apply:-
- 8.2 When applying for WEBBA licences each team must be designated separately.
- 8.3 Each player must be designated for one team only.
- 8.4 In addition to the Club, the licence card will clearly show the team to which the player is licensed.
- 8.5 If a club has more than one team in the same division of the league, a player may only play for the team for which they are licensed. Transfers may only take place between the teams in accordance with Rules 7 and 9.
- 8.6 A player licensed for a lower division team may represent a higher division team in their club provided the referee is informed before the game commences and that no more than 3 such players are listed on the score sheet.
- 8.7 If a player represents any higher division team three times in a season, they are not allowed to play for any higher division team again, unless they are re-licensed for the higher division team for the remainder of the season. This rule does not apply to players with an U18 EB Licence.
- 8.8 A player from a higher division team may be relicensed for a lower division team provided that the lower division team has not played more than half of its scheduled league games. Relicensing must take place before the player plays for the lower division team.
- 8.9 The following relicensing procedure must be adopted:-
 - 8.9.1 The club secretary gives written notice to the Competitions Secretary.
 - 8.9.2 No such relicensing may take place after 31 January.
 - 8.9.3 No player may be relicensed more than once in a season.
 - 8.9.4 Once relicensed with a lower team, a player may not represent the higher team.
- 8.10 In knockout competitions a player may only play for the team to which they are licensed.

9 CUP, PLATE, AND TROPHY COMPETITIONS

- 9.1 The Cup and Plate Competitions will be played as decided by the Executive Committee.
- 9.2 Teams may enter Cup, Plate and Trophy competitions only at the discretion of the Executive Committee. Requests to enter these competitions should be stated on the teams entry form. Entries from teams which forfeit Cup, Plate and trophy games may not be accepted in the following season.
- 9.3 The Cup and Plate competitions shall normally be played on a one-leg, knockout basis. In all ties the team drawn first shall have the home advantage, unless by mutual agreement.
- 9.4 The Trophy competition is a handicap competition. The handicap will be made known before the competition commences and will be in force during the whole competition.
- 9.5 All games must be played on or before the date specified in the fixture list or competition draw.
- 9.6 All completed scoresheets and/or match report forms must be sent to the appropriate competitions secretary. This is the responsibility of the home team.

10 DISQUALIFICATIONS AND MISCONDUCT

- 10.1 Each season, the Executive Committee shall appoint one of its members to act as Disciplinary Convenor.
- 10.2 In the event of a player, substitute, coach or team follower being disqualified during a game or being the subject of a complaint to do with misbehaviour in connection with a game, the following procedure will be adopted:
 - 10.2.1 All floor officials (referee and umpire{s}) must independently, and within two days, submit a written report to the Disciplinary Convenor.

- 10.2.2 In the case of a disqualification, but not of a misbehaviour report, the disqualified person must serve an automatic suspension of one match. This will be the next WEBBA match to be played by the disqualified person's team. Teams that include suspended persons, in any capacity, will forfeit two league points and be fined for including an ineligible person.
 - 10.2.3 As soon as is practicable, the Disciplinary Convenor will arrange a date for a hearing by a Disciplinary Panel that will normally consist of a Chair and two other members. The Convenor will act as secretary and not normally be a Panel member.
 - 10.2.4 Correspondence about the hearing will be between the Convenor and the secretary of the club of the disqualified person. The disqualified person will be invited to the hearing and may be accompanied by another person of his or her choosing.
 - 10.2.5 The Panel will be empowered to extend the period of suspension and to impose further penalties, including fines and costs, if deemed necessary.
 - 10.2.6 The above rules will also apply to a person who is the subject of a misbehaviour report.
- 10.3 Teams shall be held responsible for the behaviour of their spectators
- 10.3.1 The home team is responsible for the behaviour of its supporters and any unaffiliated spectators
 - 10.3.2 The visiting team is responsible for the behaviour of its supporters
 - 10.3.3 Games played on a neutral court are the responsibility of the organisers
- 10.4 Individuals or groups who are guilty of behaviour considered by a match official to be inappropriate or unacceptable may be asked to leave the hall. A match official who considers a spectator's behaviour to be inappropriate or unacceptable shall first liaise with a representative of the home team in order that this action is carried out. Depending on the venue, this may also involve liaising with the facility management.
- 10.5 If the person or persons involved refuses to comply with the instruction of the representative of the home team and/or the facility management, the game may be abandoned and a game forfeit imposed on the offending team.
- 10.6 The referee and umpire of the game where the incident takes place must submit a report to the relevant competition secretary within 2 days of the game

11 APPEALS PROCEDURE

- 11.1 In the event of an appeal against a disqualification, the following procedure will be adopted:
- 11.1.1 The Club Secretary must appeal in writing so that the appeal is received by the Convenor within 5 days of the original disqualification. No appeal will be accepted if the written appeal is not received within this time limit.
 - 11.1.2 The appeals fee must accompany any such appeal.
 - 11.1.3 If an appeal is to be made, then the automatic one match suspension will not apply. The Club Secretary must contact and inform the Convenor as soon as it is decided to appeal so that the position concerning this suspension is clarified.
- 11.2 In the case of a club or individual wishing to appeal against any decision made by the Executive Committee (e.g. fines, match forfeits [but NOT the original disqualification] or team suspensions), the following procedure will be adopted:
- 11.2.1 Pay fines or expenses levied as requested.
 - 11.2.2 The appeals fee must accompany any such appeal.
 - 11.2.3 Send to the Chair within 5 days of the receipt of the original decision a written report detailing reasons for the appeal, and the appeals.

- 11.2.4 The Chair may convene a Sub-Committee of the Executive Committee to hear such appeals. This Sub-Committee may not include members who are party to the decision, which is the subject of the appeal.
- 11.2.5 Every club or individual has the right of appeal to BE, once the appeals procedure has been exhausted.
- 11.3 In the event of an appeal against a decision of the Disciplinary Panel or Executive Committee, the following procedure will be adopted:
 - 11.3.1 The appeal should in the first instance be submitted within 5 days to the Convenor who will contact and liaise with the Chair of the Regional Management Committee.
 - 11.3.2 The appeals fee must accompany any such appeal.
 - 11.3.3 The Chair of the Regional Management Committee will arrange for an Appeals Panel to hear the appeal. The Appeals Panel may include a representative of WEBBA and will normally be serviced by the Convenor.
 - 11.3.4 The appellant will have the right to attend and receive a personal hearing.
 - 11.3.5 The Appeals Panel will be empowered to reduce, confirm or increase the penalty imposed by the WEBBA Disciplinary panel.
 - 11.3.6 Should the appellant's club not wish to enter an appeal, the individual concerned may appeal direct.
 - 11.3.7 The appeals fee will be returned to the club or appellant, as applicable, if the appeal is successful. WEBBA defines a successful appeal as one that results in a reduction of the penalty imposed. Confirmation of the original penalty does not constitute a successful appeal.
- 11.4 If a Captain signs a scoresheet 'Under Protest', the Secretary of that team must submit, within 2 days, a written report to the relevant Competitions Secretary, outlining the details of the appeal, accompanied by the appeal fee.

12 SUSPENSIONS AND EXPULSIONS

- 12.1 Clubs persistently or flagrantly failing to follow WEBBA rules may be suspended.
- 12.2 Clubs under suspension will not be allowed to re-arrange games due to be played during the period of suspension. Points will be awarded to the opposition due to forfeit.
- 12.3 In the event of a team being expelled from the League or completing less than 75% of its fixtures, all games involving that team will be void.

13 FINES, FEES AND EXPENSES

- 13.1 Failure to comply with any WEBBA Rule may result in a fine for each offence and/or a loss of League points and/or suspension.
- 13.2 All fines levied and expenses must be paid by the date specified.
- 13.3 Clubs which fail to abide by the rules of the Association may be liable to the following penalties
- 13.4 Fines are as follows:
 - 13.4.1 £10 per game for failure to send the match report form electronically within 2 days of the game being played.
 - 13.4.2 £30 for failure to send the scoresheet and match report form to arrive within 2 days if a disqualification, protest or other unusual event has occurred.
 - 13.4.3 £10 per game for failure to provide at least one table official, qualified at Level 2 or above.
 - 13.4.4 £30 per game for non-appearance of referees associated with a club. Expenses may also be payable to both teams if, as a result of the non-appearance of a referee, the game is not played.

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- 13.4.5 £30 for including on the scoresheet an unregistered or unlicensed individual.
- 13.4.6 £30 per trophy for failure to return trophies by specified date or to return trophies in an uncleaned and/or unpolished condition.
- 13.4.7 £30 per Club for non-attendance at AGM/SGM or pre-season meeting.
- 13.4.8 £30 for each notified alteration to playing details subsequent to the construction and initial publication of league or competition schedules.
- 13.5 Fines for cancellations or postponement of games will be as follows:
 - 13.5.1 £10 per game for cancellations/postponements made on or ~~before the Pre-Season Meeting.~~ 1st September
 - 13.5.2 £20 per game for cancellations/postponements made after ~~the Pre-Season Meeting~~ 1st September and up to 72 hours before the scheduled start time.
 - 13.5.3 £30 per game for postponement or cancellation of a game within 72 hours of the scheduled start time. In addition the club at fault will be required to pay referees' fees (at Level 2 rate) if the referees have not received 72 hours notice of cancellation.
 - 13.5.4 £40 per game for postponement or cancellation of a game within 24 hours of the scheduled start time. In addition the club at fault will be required to pay full referees' fees plus any other consequent expenses incurred by opponents or officials.
 - 13.5.5 £50 for failure of sufficient members of a team to turn up for a game having given no previous warning. In addition full fees and expenses will be payable to the opposition and all match officials. Expenses will only include court costs if the court has been booked specially for the game.
 - 13.5.6 £50 for a game which is not completed due to the action of a player, coach, team follower or spectator. In addition, the offending team may have points deducted and possible expulsion from the competition.
- 13.6 Fees are as follows:
 - 13.6.1 £50, refundable if successful, for all appeals against Committee decisions other than against decisions made by a Disciplinary Sub-Committee.
 - 13.6.2 £50, refundable if successful, for all protests against match results indicated by a signature in the scoresheet protest box.
 - 13.6.3 £50, refundable if successful, for appeals against disqualifications in matches.
 - 13.6.4 £100, for appeals against decisions made by a Disciplinary Sub-Committee, refundable if successful. If the appeal is not successful, the appellant may also be liable for any additional costs involved in excess of the initial fee.
 - 13.6.5 The League entry fee will be determined by the Executive Committee with notice given to clubs prior to the AGM.
 - 13.6.6 Entry to Cup and/or Trophy competitions (non-League teams only): 40% of League entry fee plus club deposit as defined in Rule 1.
 - 13.6.7 Referees match fees are as defined by BE and currently (September 2016) are as follows: £14 per game for referees Levels 5 and 4; £13 per game for Level 3; £12 per game for Level 2; £9 per game for Level 1
 - 13.6.8 £4 per senior and £2 per junior for WEBBA licences where the players concerned are not EB registered via the WEBBA Registrar. (Some exceptions apply.)
- 13.7 Expenses are as follows:
 - 13.7.1 Committee members will be paid for expenses incurred directly relating to the execution of their duties.
 - 13.7.2 Referees may claim travel allowance at the BE rate, currently (September 2016) 35 pence per mile.

- 13.7.3 Referees and other officials who officiate at two successive games at the same venue may claim a subsistence allowance of £3. Where the successive games involve home teams from different clubs, this allowance, along with travel expenses should be divided and claimed equally from the two clubs concerned.

- 13.8 Fines and fees are subject to change by the Executive Committee, notice of which will be circulated to clubs.
- 13.9 Clubs shall pay any sum demanded in fines by the date specified. Any Team that fails to do so may incur additional penalties eg additional fines, loss of league points, suspension from WEBBA and be ineligible for entry into WEBBA competitions in future seasons.

14 INTERPRETATION AND REVISION

- 14.1 Powers of interpretation and revision shall reside with the Executive Committee subject to the general scrutiny of the Area exercised through General Meetings.
- 14.2 Any revision of the WEBBA Rules affecting the generality of clubs and introduced during the course of the playing season shall not come into effect until 21 days from the notification of such revision to clubs.