



SWIMMING BAY OF PLENTY REGULATIONS

March 2022

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SECTION ONE: GENERAL

REGULATION 1: FINANCIAL

The financial year for SBOP shall be 1st July to 30th June of the following year

REGULATION 2: HEALTH AND SAFETY AT WORK

The Board shall at all times adhere to the Health and Safety at work Act.

REGULATION 3: PATRON

The Board shall appoint a Patron at the AGM. The Patron shall be appointed for a term of three years. If the position becomes vacant before the end of the term a new Patron will be appointed at the next AGM.

REGULATION 4: DELEGATES MEETINGS

4.1 SBOP may hold two (2) delegates meetings annually.

4.2 Notice shall be given to each club not less than 14 days before the delegates meeting:

- (a) Specifying the date, time and place of the delegates meeting; and
- (b) Calling for items of general business

4.3 Items of General Business must be received by SBOP 7 days prior to the delegates meeting.

4.4 All clubs shall receive copies of the agenda for the delegates meeting prior to the delegates meeting

SECTION TWO COMPETITIONS.

REGULATION 5: TECHNICAL COMMITTEE

Swimming Bay of Plenty shall appoint biannually a Technical Committee which shall be made up of a minimum of four and up to six members with at least one who has their Referee Qualification. The committee may include a representative of the Board of Swimming Bay of Plenty.. The Technical committee will be appointed bi annually following receipt of nominations by the Board of Swimming

BOP at their first meeting following the BOP AGM. The Technical committee will appoint their own Chairperson from its appointed members.

The Technical Official Committee will be responsible for appointing Technical Officials for meets.

Please refer to the Technical Committee Terms of Reference for further information. Appendix 1

REGULATION 6: EVENTS COMMITTEE

Swimming Bay of Plenty shall appoint biannually an Events Committee which shall be made up of a minimum of six and up to eight members. The committee may include a representative of the Board of Swimming Bay of Plenty.. The Events committee will be appointed bi annually following receipt of nominations by the Board of Swimming BOP at their first meeting following the BOP AGM. The Events committee will appoint their own Chairperson from its appointed members.

Please refer to the Events Committee Terms of Reference for more information Appendix 2

REGULATION 7: TRAVEL TO NATIONAL COMPETITIONS

7.1 It is the responsibility of the clubs to arrange travel/accommodation for their members attending National Competitions.

7.2 All clubs must advise the region of their members' travel and accommodation arrangements, including contact telephone numbers.

7.3 The Region will appoint a Team Manager Poolside (TMP) for each National Competition if required. Costs may be reimbursed as per the SBOP policy.

The TMP shall fulfil all duties as directed by the Board and SNZ.

7.4 Club Athletes shall be under the control of the Region's TMP during session times at the meet.

7.5 The TMP shall be any registered member, provided that person is not a competitor or Official at the meet.

REGULATION 8 TRAVEL TO OTHER REGIONAL COMPETITIONS.

It is the expectation of the Board that swimmers give preference to Bay of Plenty meets over out of regional meets. Clubs shall notify Swimming Bay of Plenty of their intent to swim out of region. If notification is not received by SBOP that a club or swimmer is swimming out of region and a BOP record is broken BOP are not obliged to acknowledge the record.

REGULATION 9: LOCAL COMPETITONS

9.1 Before a club may hold any inter-club competition it must apply to the Board for permission. The Board shall grant or decline such application as it seems fit and in granting permission may impose conditions.

9.2 A coaches and or delegates meeting shall consider the allocation of meet dates for the ensuing year. Meet dates shall be allocated as follows:

(a) National and Region Meets shall have preference to all dates available, provided they are in the best interest of the swimmers.

(b) No club shall hold a carnival on the same weekend (ie: Friday p.m. – Sunday p.m.) as any other club.

(c) In cases of dispute the Board shall decide the dates in question.

REGULATION 10: SWIMMING BAY OF PLENTY CHAMPIONSHIPS

10.1 SBOP shall annually conduct the following Championship meets:

Regional Short Course Championships (SC)

Regional Long Course Championships (LC)

Regional Long Distance Championships (LD)

Regional Relays Championships

Regional Open Water Championship

Events, age-groups and relevant criteria for each Championship meet shall be as prescribed by the Board from time-to-time. The Board may set qualifying standards for any or all Championship events.

The Board shall choose the date of and location for the Open Water Championship; to be swum by male and female as an open 10k and or 5km timed-final.

10.2 SBOP shall annually publish a schedule of dates and venues for all Regional Championships with programmes of events and meet criteria.

10.3 All SBOP Championships shall:

(a) Be Swam in accordance with Swimming New Zealand rules and regulations

10.4. In lieu of conducting any Championships itself, The Board may delegate to another party the right to conduct such championships. SBOP reserves full authority over all Regional Championships whether conducted by the Region or other party.

Regional Championships may be divided into two separate fixtures:

(i) Junior Championships confined to swimmers aged 12 years and under:

(ii) Senior Championships confined to swimmers aged 13 years and over:

In the event that Senior Championships are merged into Central Swimming Aquaknights Championships, the respective date for the fixtures shall be determined by Central Swimming.

10.5 Where Championship titles are awarded by age, the age of the competitor shall be as at the first day of competition. A competitor shall compete only in the age-group he/she is eligible, except at

Regional Relays Championships where a competitor may swim up in age but must remain in that group for the entire meet.

10.6 A competitor at Regional Championships must be a financial member of SBOP, or a visitor who is a financial member of a club affiliated to SNZ or other FINA swimming members.

10.7 Entry to Regional Relays Championships shall be confined to teams from SBOP clubs.

10.8 Entry Fees shall be set by the Board.

10.9 Clubs will be responsible for payment of their members' entry fees.

10.10 If a club holds time-trials for the purpose of satisfying qualifying standards, such time-trials shall be conducted by individuals competent to start events, judge strokes and record times.

10.11 In addition to the Regional Championships, SBOP may conduct, or authorize to conduct, other competitions as it shall determine.

10.12 No club shall employ or permit to be employed the term championships in respect to any competition other than a club championship without the approval of the Board, nor, without the prior approval of the Board, shall any description be applied to any race or any device or advertisement employed that will or may convey the impression that any event is a SBOP Championship

10.13 The Records Officer will keep a register of SBOP Championship Race Records. If a race record is set in both the heats and finals, the fastest time only is eligible.

REGULATION 11: MEDALS AND AWARDS

11.1. The prize for first, second and third place in any event of the SBOP Championships (except SBOP Relay's) and SBOP Open Water Championships shall be a medal of a design approved by the Board. When any SBOP Championships are merged into combined Championships with other regions, medals shall be awarded to 1st, 2nd and 3rd places in all events without regard to which regions the place getters represent.

11.2 The Swim Committee may, subject to the prior approval of the Board make other awards for competitors at Championships.

11.3 Awards will be given for:

New Zealand Recorder Breakers

Bay of Plenty Record Breakers

Parafed New Zealand Records

at the following rates: 1-3 Records one towel

4-9 Records one towel and a gift at the boards' discretion

10- 14 Records one towel and a gift at the boards' discretion

15-19 Records one towel and a gift at the boards' discretion

20 -24 Records one towel and a gift at the boards' discretion

25 + Records one towel and a gift at the boards' discretion

SNZ record breakers award will be determined annually

Parafed record breakers award will be determined annually.

11.4 Swimmers who qualify for International events shall be considered for some financial recognition as determined by the SBOP Board.

To qualify Swimmers must be a regional member for a minimum of 3 years for financial recognition of an International event, and 2 years for financial recognition of a Trans Tasman event

REGULATION 12: ELIGIBILITY TO COMPETE

12.1 A competitive swimmer will not be eligible to compete in a Championship competition unless he/she:

(a) is a current financial member of SBOP and SNZ;

12.2 At Regional competitions, the Region shall permit registered members other than competitive swimmers, to compete

12.3 At Inter-Club competitions, a club may permit registered members other than competitive swimmers, to compete.

12.4 At Club competitions, which are generally confined to own members, a Club may permit other clubs' members and non-members to compete.

REGULATION 13: SELECTION OF SWIMMING BAY OF PLENTY TEAMS

13.1 The Board shall:

(a) Recommend the criteria for selecting swimmers and the Recorder shall select swimmers according to those criteria;

(b) Determine to which competitions it shall send SBOP teams;

(c) Appoint Coaches and Team Managers as required.

13.2 Selected swimmers may be required to pay costs.

13.3 Swimmers shall complete a Code of Conduct.

SECTION THREE RECORDS

REGULATION 14: SWIMMING BAY OF PLENTY RECORDS

14.1 SBOP shall maintain a register of all Regional short-course and long-course individual and relay records for metric distances. An historical register will be retained of records for yards distances standing as at 30 June 2004.

14.2 SBOP Records will only be accepted when times are recorded by automatic timing, or semi-automatic timing in the event of an automatic timing system malfunction, and shall be recognized to one-hundredth (100th) of a second. Swimmers will be recognized as joint holders of the record when more than one has the same time. A record cannot be broken at a Development Meet.

14.3 The Regional Records Officer will endeavour to automatically action applications for records from Regional and Inter-Club meets, however, it is the club's responsibility to ensure the Records Officer is aware of the record.

14.4 The Regional Records Officer will automatically action applications for Regional records from National Championships, other Region's Championships and meets held outside New Zealand, however, it is the club's responsibility to ensure the Records Officer has been advised of the swimmer's attendance at these meets. If notification is not received by SBOP that a club or swimmer is swimming out of region and a BOP record is broken SBOP are not obliged to acknowledge the record.

14.5 All records must be made in scratch competition under the control of the required complement of Regional qualified officials (namely referee, starter, judge of stroke and timekeepers) and conducted according to FINA swimming rules.

14.6 No performance by a member shall be recognized as a record until the Board or its appointed committee has approved the record.

14.7 Backstroke, Breaststroke, Butterfly, and Individual Medley records cannot be set in Freestyle events

14.8 A swimmer may establish a record for an intermediate distance within an individual record distance. The swimmer must successfully complete the entire distance for the record to be accepted.

14.9 The best time in the event on the day will be the only time recognised as a record.

14.10 The age of the swimmer shall be his/her age at the date of the swim, regardless of which age category the swimmer contests.

14.11 SBOP short-course and long-course records will be recognised for males and females Open and Age Groups as follows:

50m Free Bk Br Fly 9/U 10 11 12 13 14 15 16 17 18/O Open

100m Free Bk Br Fly 9/U 10 11 12 13 14 15 16 17 18/O Open

100m (short-course only) IM 9/U 10 11 12 13 14 15 16 17 18/O Open

200m Free Bk Br IM 9/U 10 11 12 13 14 15 16 17 18/O Open

200m Fly 10/U 11 12 13 14 15 16 17 18/O Open

400m Free 9/U 10 11 12 13 14 15 16 17 18/O Open

400m IM 10/U 11 12 13 14 15 16 17 18/O Open

800m Free 9/U 10 11 12 13 14 15 16 17 18/O Open

1500m Free 9/U 10 11 12 13 14 15 16 17 18/O Open

(a) relay team records for males and females as follows:

4 x 50m Free: 12/U 15/U 18/U Open

4 x 100m Free: Open

4 x 200m Free: Open

4 x 50m Medley: 12/U 15/U 18/U Open

4 x 100m Medley: Open

(b) Short Course Records in 25m Pools only.

(c) Long Course Records in 50m Pools only.

(d) Open records are open to all members

14.12 To be eligible to hold a Bay of Plenty record a swimmer must have been registered with Swimming NZ for 6 months.

SECTION FOUR: AWARDS

REGULATION 15: AWARDS COMMITTEE

15.1 There shall be an Awards Committee of four appointed members and a Board Representative of Swimming BOP they shall govern Life Membership, Honours, Service Awards and Certificates of Recognition.

The Awards committee will be appointed bi annually following receipt of nominations by the Board of Swimming BOP at their first meeting following the BOP AGM. The Awards committee will appoint their own Chairperson from its appointed members.

Please refer to the Awards Committee Terms of Reference for further information. Appendix 3

15.4 The Awards year is the same as the Swimming year so consideration is given to events held 1 July - 30 June . All nominations for SBOP awards shall be made to the Administration Officer no later than the 1st July in any year.

15.5 Nominations may be made by the Board, a club or a member and shall set out the background of the nominee in support of such nomination.

15.6 The Awards Committee shall:

- (a) Receive and consider all nominations for SBOP awards;
- (b) Consider a person for an award on its own nomination;
- (c) Keep confidential all nominations for awards and any representations in support of those nominations.
- (d) Strictly guard the status of all awards.
- (e) Make any enquiries it chooses in any manner it thinks fit concerning the matters before it.
- (f) The committee shall announce its awards recipients at the Regional Awards Presentation Function.

REGULATION 16: CRITERIA FOR AWARDS

16.1 LIFE MEMBERSHIP

- (a) Extended outstanding and exceptional service to SBOP including:
 - (i) Active membership of the Region for at least 21 years. Long service in itself is not a qualification for the award;
 - (ii) Consistency of initiative beyond the ordinary and normal;
 - (iii) Quality of service over and above routine service to a Club
 - (iv) The conferring of benefits on the sport beyond those accrued by normal performance.
- (b) The Board may nominate to life membership, any person who in the opinion of the Board has rendered conspicuous service over a long period of time.
- (c) A Life Member of SBOP shall not, unless otherwise qualified, have the right to vote on matters before SBOP, but shall have the right to speak and to move and second motions.
- (d) A Life Member of SBOP shall have the right of entry free of charge to all SBOP activities held within SBOP region under the Rules of SNZ.

16.2 HONOURS AWARD

- (a) Five years after receiving the Service Award, provided that the person has continued throughout that period to give outstanding service to the sport.

(b) Honours may be continued for a lesser period, on the initiative of the Awards Committee to Service award holders for outstanding service.

16.3 SERVICE AWARD

Active membership of SBOP or Club rendering a quality of service over a minimum period of ten years.

16.4 CERTIFICATE OF RECOGNITION

At the sole discretion of the Awards Committee, certificates of recognition may be granted to any person, persons, group or Club within the SBOP Region who has contributed exceptional service to any aspect of swimming during the past season or over a number of seasons. Nominations may be submitted to the Administration Officer by a member of any affiliated club within SBOP Region or any member of the Board by 1st July each year, or by any member of the Awards Committee. The nominee does not have to be a registered member of SBOP

16.5 NOMINATION:

A candidate for a SBOP or New Zealand award, for Life Membership, Honours award and Service Award, must be lodged with the Administration Officer no later than 1st July of each year. Nominations are to be in writing, setting out the grounds on which such nominations are made. The Life Membership and Awards Committee may take the initiative regarding nominations

REGULATION 17: GENERAL TROPHIES

17.1 All trophies remain the property of Swimming Bay of Plenty.

17.2 Winners of trophies must be a current Bay of Plenty registered competitive swimmer for the full season ("The Norman Honour Award" and the "Jeffs Family Trophies" excepted).

17.3 To be eligible for a swimming award a swimmer must participate in BOP club or regional meets and have competed in a Bay of Plenty Championship event for that season. Consideration will be given to athletes based overseas at the sole discretion of the board.

17.4 All trophies of the Region, which are for annual competition, will be retained by SBOP.

17.5 The following trophies are awarded annually by the Awards Committee:

THE NORMAN HONOUR AWARD

To be awarded annually to any person, persons, group or club within the Region who has contributed exceptional service to swimming during the past season. Candidates can be nominated by any registered member of Swimming Bay of Plenty or by the Regional Awards Committee. Nominations with citation shall be forwarded to the Regional Administration Officer by the 1st of July each year. The nominee does not have to be a registered member of Swimming Bay of Plenty.

STEVE HUGHES MEMORIAL TROPHY

To be awarded annually to a SBOP registered official, administrator or non-professional coach for exceptional service to swimming in the previous season. Candidates can be nominated by any registered member of Swimming Bay of Plenty or by the Regional Awards Committee. Nominations with citation shall be forwarded to the Regional Administration Officer by the 1st July each year.

LIFE MEMBERS TROPHY - SWIMMER OF THE YEAR

To be awarded annually to a SBOP swimmer, having regard not only to swimming ability and performance, but also to services to the sport and character. Candidates can be nominated by any registered member of Swimming Bay of Plenty or by the Regional Awards Committee. Nominations with citation shall be forwarded to the Regional Administration Officer by the 1st July each year.

SWIMMING BOP TROPHY - AGE GROUP SWIMMER OF THE YEAR

To be awarded to a 13-18 year old Swimmer of the Year who attended SNZ National Age Groups.

Having regard not only to swimming ability and performance, but also to services to the sport and character. Candidates can be nominated by any registered member of Swimming Bay of Plenty or by the Regional Awards Committee. Nominations with citation shall be forwarded to the Regional Administration Officer by the 1st July each year

PERI SAVAGE MEMORIAL TROPHY - JUNIOR SWIMMER OF THE YEAR

To be awarded annually to a SBOP swimmer aged 12 years and under as at date of the New Zealand Junior Festival. Consideration shall be given to achievements within and outside the Region. Candidates can be nominated by any registered member of Swimming Bay of Plenty or by the Regional Awards Committee. Nominations with citations shall be forwarded to the Regional Administration Officer by the 1st July each year.

RM WEBB TROPHY

To be awarded annually to the Most Improved SBOP swimmer aged under 12 years as at date of the New Zealand Junior Festival. The swimmer, male or female, is not to have medalled at the Junior Festival. Consideration shall be given to improvement in all swimming activities, character, diligence and poolside etiquette. Candidates can be nominated by any registered member of Swimming Bay of Plenty or by the Regional Awards Committee. Swimmers must have attended BOP Meets. Nominations with citation shall be forwarded to the Regional Administration Officer by the 1st July each year.

SWIMMING BOP COACHES TROPHY

To be awarded annually to the BOP Coach of the year.

Candidates can be nominated by any registered member of Swimming Bay of Plenty or by the Regional Awards Committee. Nominations with citation shall be forwarded to the Regional Administration Officer by the 1st July each year

SWIMMING BOP TECHNICAL OFFICIAL TROPHY

To be awarded annually to the BOP Technical Official of the year. Candidates can be nominated by any registered member of Swimming Bay of Plenty or by the Regional Awards Committee. Nominations with citation shall be forwarded to the Regional Administration Officer by the 1st July each year

17.6 The following SBOP Trophies are available for competition:

CLUB TROPHIES

BALFOUR CUP

To be awarded annually to the club gaining the most points at the Regional LD and LC Championships. Points will be awarded on the basis of 11,8,6,5,4,3,2,1 for swimmers in each age group in finals and timed finals. The same points will be awarded to clubs making the finals of the relay championships. Points at the lower end of the points scale will be removed in line with the number of lanes being used. Points will not be awarded for open events in the Regional Championships. In the case of a tie for first place each club will hold the cup for six months.

TOM MUIR TROPHY

To be contested annually. The form of competition is to be decided upon from time to time by the Board. The trophy is currently awarded to the club gaining the most points in the Regional 800m and 1500m Championship events. Points are awarded on the basis of 11,8,6,5,4,3,2,1 for each age group in the Finals.

SIMON PAINTON MEMORIAL TROPHY

To be awarded annually to the club gaining the most points in the 50 metre age group events at the Regional LC Championships. Points will be awarded on the basis of 11,8,6,5,4,3,2,1 for each age group. Points will not be awarded for Open events.

RISING STARS TROPHY

To be awarded annually to the highest scoring club at the Rising Stars Meet. Points shall be awarded as follows: 1st=10pts. 2nd=7pts. 3rd=4pts. 4th=1pt.

INDIVIDUAL TROPHIES

ANNE MARIE ANDRESEN MEMORIAL TROPHY

To be awarded annually to the competitor gaining most points in the events at the Regional LD and LC Championships. Points will be awarded on the basis of 11,8,6,5,4,3,2,1 for each age group in Finals and Timed Finals. Points will not be awarded for Open events.

THE PRESIDENTS TROPHY

To be awarded annually to the SBOP Swimmer who breaks a Bay of Plenty Championship Record by the greatest percentage record break.

BEST JUNIOR PERFORMANCE TROPHY

To be awarded annually, on the FINA points system, for the most outstanding individual performance by a swimmer in the 12yrs and under age-groups at the Regional LC Championships.

JOHN HARE RECORDS TROPHY

To be awarded annually to the swimmer who breaks most SBOP Records in the current season.

BALLYMENA TROPHY

To be awarded annually to the SBOP swimmer, or swimmers, who breaks a New Zealand swimming record (Age Groups or Open) during the current season. Held jointly, if necessary.

CULLYHANA TROPHY

The swimmer must be registered with SBOP as well as being a member of the NZ Paraplegic and Physically Disabled Federation. Consideration shall be given to improvement in all swimming activities, character, diligence and poolside etiquette. Held jointly, if necessary.

STEVE HUGHES TROPHY

To be awarded annually, on the FINA points system, for the most outstanding individual performance by a swimmer at the Rising Stars Meet.

LOCHNESS TROPHIES

To be awarded annually to the first boy and girl swimmer in the SBOP Open Water Championships.

SWIMMING BOP BEST PERFORMANCE AT BOP SC CHAMPIONSHIPS

To be awarded annually, on the FINA points system, for the most outstanding individual performance by a swimmer at the BOP SC Championships.

SWIMMING BOP BEST PERFORMANCE AT CENTRAL SWIMMING LC CHAMPIONSHIPS

To be awarded annually, on the FINA points system, for the most outstanding individual performance by a swimmer at the Central Swimming LC Championships

JEFFS FAMILY TROPHIES

A pair of trophies to be awarded annually to the winners of the 50-50 Relay held at the Regional SC Championships. The contest to be an open relay for teams of two swimmers, 1 female and 1 male, who shall be members of any club affiliated to SNZ, but not necessarily of the same club. Each to swim 50 metres Freestyle, the male to lead.

ENNISKILLEN TROPHY - MALE

To be awarded to the best performance by a club swimmer at BOP Rising Stars. Based on Fina Points

ENNISKILLEN TROPHY - FEMALE

To be awarded to the best performance by a club swimmer at BOP Rising Stars. Based on Fina Points

BELEEK TROPHY

Awarded to a Para Swimmer showing improvement in all swimming activities, character, diligence and poolside etiquette

KEEGAN POOK TROPHY

To be awarded annually to the best performance at Div II by a Male swimmer based on FINA Points

TAHLIA POOK TROPHY

To be awarded annually to the best performance at Div II by a Female swimmer based on FINA Points

TRUSTBANK BAY OF PLENTY TROPHY

To be awarded annually to the BOP Women's SC Middle Distance Freestyle Champion.

TRUSTBANK BAY OF PLENTY TROPHY

To be awarded annually to the BOP Men's SC Middle Distance Freestyle Champion.

WORDSWORTH TROPHY

To be awarded annually to the BOP Women's Middle Distance LC Freestyle Champion

LINDSAY TROPHY

To be awarded annually to the BOP Men's LC Middle Distance Freestyle Champion.

ENID WORDSWORTH TROPHY

To be awarded annually to the SBOP Women's Distance SC Freestyle Champion.

ARMSTRONG FAMILY TROPHY

To be awarded annually to the SBOP Men's Distance Freestyle LC Champion.

STEWART FAMILY TROPHY

To be awarded annually to the SBOP Women's LC Distance Freestyle Champion.

KEEHAN FAMILY TROPHY

To be awarded annually to the SBOP Men's SC Distance Freestyle Champion.

CARLTON CUP MEDLEY TROPHY

To be awarded annually to the BOP Women's LC Medley champion.

BAY OF PLENTY MEDLEY CUP

To be awarded annually to the SBOP Men's LC Medley Champion.

BENSEMAN FAMILY TROPHY

To be awarded annually to the SBOP Women's SC Medley Champion.

THE DELANEY FAMILY TROPHY

To be awarded annually to the SBOP Men's SC Medley Champion.

HARRIS FAMILY TROPHY

To be awarded annually to the SBOP Men's LC Butterfly Champion.

THE FLYING DUTCHMAN TROPHY

To be awarded annually to the SBOP Men's SC Butterfly Champion.

CAGE FAMILY TROPHY

To be awarded annually to the SBOP Women's LC Butterfly Champion.

YOUNG, READ & WOUDBERG TROPHY

To be awarded annually to the SBOP Women's SC Butterfly Champion.

HALE FAMILY TROPHY

To be awarded annually to the SBOP Women's SC Breaststroke Champion.

HALE FAMILY TROPHY

To be awarded annually to the SBOP Men's SC Breaststroke Champion.

SWIMMING BOP MEN'S BREASTROKE LC CHAMPION

To be awarded annually to the SBOP Men's LC Breaststroke Champion

SWIMMING BOP BREASTSTROKE LC WOMENS CHAMPION

To be awarded annually to the SBOP Women's LC Breaststroke Champion.

HORNE FAMILY TROPHY

To be awarded annually to the SBOP Men's LC Backstroke Champion.

SWIMMING BOP BACKSTROKE MENS BACKSTROKE SC CHAMPION

To be awarded annually to the SBOP Men's SC Backstroke Champion.

SWIMMING BOP BACKSTROKE WOMENS LC CHAMPION

To be awarded annually to the SBOP Women's LC Backstroke Champion.

ANN ANDRESEN TROPHY To be awarded annually to the SBOP Women's SC Backstroke Champion.

RELAY TROPHIES

17.7 The following SBOP Relay Trophies are Currently Not Competed For with the exception of the GLADESVILLE TROPHY and the JOAN NISBET TROPHY

FRANK MARTINOVICH MEMORIAL TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of four swimmers, 2 males and 2 females aged 14 & under. The contest shall be a Medley relay, each competitor swimming one (1) lap.

HUGHES RELAY TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of four females 12 & under . The contest shall be a Medley relay, each competitor swimming one (1) lap.

LIFE MEMBERS TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of four swimmers, males or female aged 9 years and under. The contest shall be a Freestyle relay, each competitor swimming one (1) lap.

“BUNNY” NISBET RELAY TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of four males of any age. The contest shall be a Medley relay, each competitor swimming two (2) laps.

GREERTON SHIELD RELAY TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of four females of any age. The contest shall be a Medley relay, each competitor swimming two (2) laps.

KAWERAU JUNIOR CUP RELAY TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of four male aged 12 & under. The contest shall be a Freestyle relay, each competitor swimming one (1) lap.

MIKAERE SHIELD

To be competed for annually at the Regional Relay Championships by club teams consisting of six swimmers,

a female and male in each age group; 13 years and under, 14 or 15 years and 16 years and over. The contest shall be a Freestyle relay, each competitor swimming one (1) lap.

ARAWA CUP RELAY TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of four females aged 12 & under. The contest shall be a Freestyle relay, each competitor swimming one (1) lap.

ALAN AND PETER BONNER MEMORIAL TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of eight swimmers, 4 males and 4 females aged 14 & under. The contest shall be a Freestyle relay, each competitor swimming one (1) lap.

KAWERAU RELAY TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of four swimmers, 2 males and 2 females, aged 12 years and over. The contest shall be a Freestyle relay, each competitor swimming two (2) laps.

BAART FAMILY CUP RELAY TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of four males, aged 12 & under. The contest shall be a Medley relay, each competitor swimming one (1) lap.

TOM MUIR RELAY CUP

To be competed for annually at the Regional Relay Championships by club teams consisting of four swimmers, male or female aged 9 years and under. The contest shall be a Medley Relay, each competitor swimming one (1) lap.

BEAZLEY HOMES CUP

To be competed for annually at the Regional Relay Championships by club teams consisting of four swimmers, males or females, any age. The contest shall be a Medley relay, each competitor swimming one (1) lap.

JIM GARDENER TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of ten swimmers, 5 males and 5 females, one from each of the following age groups: 9/u, 10 or 11, 12 or 13, 14 or 15, 16/over. The contest shall be a Freestyle relay, each competitor swimming one (1) lap.

ROTORUA AQUATIC SPORTS RELAY TROPHY

To be competed for annually at the Regional Relay Championships by club teams consisting of six swimmers, males or females, 30 years of age or over. The contest shall be a Freestyle relay, each competitor swimming one (1) lap.

WHAKATANE RELAY TROPHY

To be competed for annually at the Regional relay Championships by club teams consisting of four swimmers of any age, two males and two females. The contest shall be a Freestyle relay, each competitor swimming 100 metres.

GLADESVILLE TROPHY

To be competed for annually at the Regional Relay Championships by club teams. Clubs may swim a maximum of two teams in any relay event final and gain points towards the Gladesville Trophy.

Composite teams may also swim at the Relay Championships and gain points but cannot win the Gladesville Trophy.

Points shall be allocated for the finals according to pool size (i.e. number of lanes) – 11,8,6,5,4,3,2,1.

The club gaining the most points overall in the Relay Championship events shall be the winner of the Trophy.

JOAN NISBET TROPHY

The Joan Nisbet Trophy shall be awarded to the club who is the runner-up to the winner of the Gladesville Trophy.

17.8 Trophies for Inter Regional Competition (Currently not contested):

ATHOL GARLIC TROPHY

Between SBOP and Auckland.

BARRY SHIELD

Between SBOP and Waikato.

TOM SAVAGE TROPHY

Between SBOP and Counties.

REX MOORE TROPHY

Overall winner of the Northern Region Swim Meet

SECTION SIX GENERAL

REGULATION 18: REGIONAL COLOURS

18.1 The colours of SBOP shall be Royal Blue and Gold with White.

REGULATION 19: CLUB COLOURS

19.1 All clubs shall register their colours with the Administration Officer. Clubs' colours shall be subject to approval by the Board

19.2 Approved club colours are:

Evolution Aquatics Tauranga :Black, Green, Yellow & Blue

Kawerau: Scarlet & White

Liz Van Welie Aquatics: Orange, Aquamarine and Dark Grey

Mt Maunganui: Blue & Green & Pink

Papamoa: Blue & Orange

Swim Rotorua: Orange & White & Navy Blue

Taupo: Blue & Green

Te Arawa Swimming Club: Blue and Green

Whakatane: Royal Blue & Silver Grey

REGULATION 20: OFFICIALS UNIFORM

At fixtures held within the Region, Starters, IOTs and Timekeepers shall be encouraged to wear black(dark coloured) pants or skirt with a BOP or club top. Referees and Judges of Stroke are encouraged to wear Black (dark coloured) pants or skirt with a BOP or SNZ top.

REGULATION 21: CENTRAL SWIMMING

All members of the Board of Swimming BOP are Members of Central Swimming Inc.

Two BOP Board members are appointed annually and ratified at the BOP AGM as BOP representatives on the Board of Central Swimming Inc. These board members must be appointed prior to the AGM of Central Swimming Inc.

REGULATION 22: REGULATION CHANGES

The BOP Board will review the regulations at least annually and make changes as required. A copy of the regulations will be kept on the SBOP Website

SECTION SEVEN APPENDIX

1 TERMS OF REFERENCE TECHNICAL COMMITTEE

Swimming Bay of Plenty Technical Committee Terms of Reference

Purpose : *The Technical Committee is appointed to provide technical advice and recommendations to the Swimming Bay of Plenty Board and to foster and educate Technical officials to a high standard .*

The group ensures that the meets are run in conjunction with FINA, SNZ and SBOP rules and encourages volunteers from the various swimming clubs to become Technical officials.

Committee

The Technical Committee will be appointed by the Swimming Bay of Plenty Board.

The Technical Committee shall be responsible to the Board of Swimming Bay of Plenty and shall consist of:

- (a) A minimum of four and up to six appointed members (at least one being a nationally qualified Referee, and one a regionally qualified Referee).
- (b) The Technical Committee may include a Swimming Bay of Plenty Board Member or someone appointed by the Swimming Bay of Plenty Board.. The appointment of this Member is at the discretion of the Board of Swimming Bay of Plenty
- (c) If a position becomes vacant, the Chairperson of the Technical Committee will appoint a replacement, in liaison with the Board of Swimming Bay of Plenty

The Swimming Bay of Plenty Administrator shall call for nominations for membership of the Technical Committee annually.

The nominations are:

- a) To be received by the Swimming Bay of Plenty Administrator no later than the 1st November.
- b) To include a resume of experience and qualifications
- c) To be signed by the nominee.

A term of office is for two year's

The Technical Committee shall elect its own Chairperson

The appointed Technical Committee will be announced following the first meeting of the new Swimming Bay of Plenty Board

The Appointees will demonstrate the following

- Promote a High Standard of Officiating at Regional Meets, for present and future meets,
- Provide Consistency in all key areas
- Technical Official Development and Capability, both breadth and depth
- Recognition of Individual: a. Availability (Meet, Current and previous Season) b. Reliability (Attendance) c. Performance

Purpose & Functions

The Technical Committee will be responsible for the following.

1. Advise the Board of SBOP on all matters related to the technical rules of swimming as issued by FINA and ensure the rules are disseminated and applied uniformly throughout the Bay of Plenty
2. Encourage and foster Swimming BOP Technical Official's in their training using the SNZ guidelines and to run training seminars as required and necessary to ensure development of officials.
3. Develop and implement new strategies to attract and retain technical officials in the sport of swimming;
4. Appointing the Referee (s), JOS's, Starter, IOT's and chief timekeeper for Regional Meets as per the Bay of Plenty calendar
5. Appointing the Referee, and JOS's and Starter for club meets that run more than one day as per the Bay of Plenty calendar. No appointments are to be done for one day club meets, this is a club responsibility.
6. Provide Swimming BOP the appointments list for emailing out to all the Officials who have been appointed.
7. Appointing replacement officials as appropriate when an appointed official advises they cannot assist at the meet they have been appointed for.
8. The Technical committee should phone selected meet officials a minimum of five days prior to an event to confirm attendance.
9. A member of the Technical Committee will monitor the email swimboptechnical@gmail.com and respond to emails in a prompt and courteous manner.
10. A member of the Technical committee should be available to attend any Board meeting as deemed necessary by the Board.
11. Minutes are to be kept of all Technical committee meetings and sent to Swimming Bay of Plenty within 7 days of the meeting being held.

The Technical committee shall provide a Technical Report for the Swimming Bay of Plenty Board Meetings (the committee will be advised when a board meeting is being held.) The report shall include any Technical matters that need Board knowledge, acceptance or direction, meet reviews and officials training progress.

The Technical Committee may hold meetings by Teleconference, Video or in person as and when they see fit.

The Technical Committee will recommend examiners to the Board of Swimming Bay of Plenty. The Board will ratify these appointments annually and the examiners will be responsible for assessing members as per the SNZ Regional exam criteria and completing the exam form as required by SBOP.

The outcome of developing and training officials needs to be measurable as a key performance indicator (KPI). To convey this, the data will be formatted onto the table example noted below.

- ❖ The Swimming BOP Board will confirm at the beginning of each calendar season what the qualified numbers are (A)
- ❖ Any changes to the target percentage increase (B) will be agreed between the Technical Committee and Board
- ❖ Target numbers (Number of new official's required)
- ❖ Year to date numbers (D) qualified numbers at start of the season + qualified numbers trained to date during the season

Task/ Duty	Qualified Numbers (A)	Target % increase 12 month period	Target Numbers (C)	Year to date numbers (D)
IOT Regional		30%		
Judge of Stroke		100%		
Starter Regional		30%		
Referee Regional		10%		

2 TERM OF REFERENCE EVENTS COMMITTEE

Swimming Bay of Plenty Events Committee Terms of Reference

Purpose : *The Events Committee is appointed to ensure that the meets are run to the standard as expected by the Swimming Bay of Plenty Board.*

Committee

The Events Committee will be appointed by the Swimming Bay of Plenty Board and shall consist of a minimum of six people and a maximum of eight people.

The Events Committee shall be responsible to the Board of Swimming Bay of Plenty

The Swimming Bay of Plenty Administrator shall call for nominations for membership of the Events Committee annually.

The nominations are:

- a) To be received by the Swimming Bay of Plenty Administrator no later than the 1st November
- b) To include a resume of experience and qualifications
- c) To be signed by the nominee.

A term of office is for two years.

The Events Committee shall elect its own Chairperson

The appointed Events Committee will be announced following the first meeting of the new Swimming Bay of Plenty Board

The committee must have a skill base that encompasses:

- “Technical” expertise
- Coaching
- Sound administrative skills and knowledge of “meet manager” and
- knowledge of how the electronic equipment is handled, set-up, operated and stored.

The Events Committee may include a Swimming Bay of Plenty Board Member. The appointment of a Board Member is at the discretion of the Board of Swimming Bay of Plenty

If a position becomes vacant, the Chairperson of the Events Committee will appoint a replacement, in liaison with the Board of Swimming Bay of Plenty

Purpose & Functions

1. Following liaison with Swimming Bay of Plenty Coaches annually review and submit for approval the regions swim meet calendar
2. Be responsible for ensuring the electronics and other swim meet equipment is operational and repaired as necessary
3. Assist with Regional and National swim meets that are the responsibility of Swimming Bay of Plenty
4. Help organise for the necessary equipment to be at the various regional swim meets. Assist with the set up and pack down of equipment at regional Events.
5. Liaise with the Swimming Bay of Plenty Administrator to arrange any administrative duties (e.g. ordering medals, booking pool space, catering) .
6. Review such meets as deemed necessary
7. Provide training for club personnel on equipment handling (set-up and pack down)
8. A member of the Events committee should be available to attend any Board meeting as deemed necessary by the Board.
9. Minutes are to be kept of all meetings and sent to Swimming Bay of Plenty within 7 days of the meeting being held.
10. A member of the Events Committee will monitor the email swimbopevents@gmail.com and respond to emails in a prompt and courteous manner.

The Events committee shall provide as Events Report for the Swimming Bay of Plenty Board Meetings (the committee will be advised when a board meeting is being held.) The report shall include any matters that need Board knowledge, acceptance or direction, and event reviews

The Events Committee may hold meetings by Teleconference, Video or in person as and when they see fit

3 TERMS OF REFERENCE AWARDS COMMITTEE

Swimming Bay of Plenty Awards Committee Terms of Reference

Purpose : *The Awards Committee is appointed to provide recommendations to Swimming Bay of Plenty about awards from both a regional and national and international prospective.*

Committee

The Awards Committee shall be responsible to the Board of Swimming Bay of Plenty and shall consist of four appointed members and a board representative of Swimming Bay of Plenty. The appointed members are either Life Members or Service Award holders of Swimming Bay of Plenty and must be active members pool deck..

The Swimming Bay of Plenty Administrator shall call for nominations for the four appointed positions of the Awards Committee

The nominations are:

- a) To be received by the Swimming Bay of Plenty Administrator no later than the 1st of November.
- b) To include a resume of experience and qualifications; and
- c) To be signed by the nominee.

A term of office is for two year's

The Awards Committee shall elect its own Chairperson

The appointed Awards Committee will be announced following the first meeting of the new Swimming Bay of Plenty Board

Purpose & Functions

The Awards Committee shall govern recommendations for all SNZ Awards and Swimming Bay of Plenty Awards and may

- a) Nominate any person who the Awards Committee believes is worthy of SBOP Life Membership.
- b) Nominate, process and award service awards for SBOP Regional Service
- c) Nominate individuals for SNZ awards, including service as required
- d) Process annual club nominations for Swimming BOP Awards and select award recipients as required.

The committee shall strictly guard the status of all Awards. The Committee's operation shall be strictly confidential. All representation by the Committee and to the Committee shall be treated in strict confidence.

The Committee may make any inquiries it chooses in any manner it thinks fit concerning the matters before it.

Minutes are to be kept of all meetings and sent to Swimming Bay of Plenty within 7 days of the meeting being held.

Members of the Committee are expected to help with the set up and pack down of trophies & awards prior to and at the conclusion of the Awards function