



NEW ZEALAND
CHESS
F E D E R A T I O N

ANNUAL GENERAL MEETING 2023

WEDNESDAY 11 JANUARY 2023

WELLINGTON BRIDGE CLUB, PIPITEA ROOM

MINUTES

1	<p>CALL TO ORDER Nigel Metge (President and Chairperson) opened Annual General Meeting at 7:10pm</p>																																																																				
2	<p>ROLL CALL Delegates:</p> <table border="1" data-bbox="129 197 1490 878"> <thead> <tr> <th>Club</th> <th>Members</th> <th>Votes</th> <th>Delegate</th> </tr> </thead> <tbody> <tr><td>Auckland Chess Centre</td><td>62</td><td>4</td><td>Timothy Ha</td></tr> <tr><td>Canterbury</td><td>49</td><td>3</td><td>Craig Hall</td></tr> <tr><td>Counties</td><td>27</td><td>2</td><td>Paul Spiller</td></tr> <tr><td>Hamilton</td><td>35</td><td>2</td><td>Nigel Metge</td></tr> <tr><td>Hawkes Bay</td><td>74</td><td>4</td><td>Mike Earle</td></tr> <tr><td>Howick-Pakuranga</td><td>36</td><td>2</td><td>Paul Spiller</td></tr> <tr><td>Invercargill-Southland</td><td>25</td><td>2</td><td>Craig Hall</td></tr> <tr><td>Mount Maunganui</td><td>24</td><td>2</td><td>Timothy Ha</td></tr> <tr><td>North Shore</td><td>186</td><td>4</td><td>Timothy Ha</td></tr> <tr><td>New Plymouth</td><td>49</td><td>3</td><td>John Ansell</td></tr> <tr><td>Otago</td><td>34</td><td>2</td><td>Hamish Gold</td></tr> <tr><td>Papatoetoe</td><td>59</td><td>3</td><td>Nigel Metge</td></tr> <tr><td>Summit</td><td>28</td><td>2</td><td>Ying Wang</td></tr> <tr><td>Upper Hutt</td><td>28</td><td>2</td><td>Nick O'Kane</td></tr> <tr><td>Waitakere</td><td>27</td><td>2</td><td>Nigel Metge</td></tr> <tr><td>Wellington</td><td>67</td><td>4</td><td>Bill Forster</td></tr> </tbody> </table> <p>Nigel Metge (chairperson) – 1 deliberative vote and also casting vote.</p> <p>Also present: Russell Dive: Councillor, standing in for Treasurer, Richard Christie Anthony Ker: observer Peggy Wang: observer</p>	Club	Members	Votes	Delegate	Auckland Chess Centre	62	4	Timothy Ha	Canterbury	49	3	Craig Hall	Counties	27	2	Paul Spiller	Hamilton	35	2	Nigel Metge	Hawkes Bay	74	4	Mike Earle	Howick-Pakuranga	36	2	Paul Spiller	Invercargill-Southland	25	2	Craig Hall	Mount Maunganui	24	2	Timothy Ha	North Shore	186	4	Timothy Ha	New Plymouth	49	3	John Ansell	Otago	34	2	Hamish Gold	Papatoetoe	59	3	Nigel Metge	Summit	28	2	Ying Wang	Upper Hutt	28	2	Nick O'Kane	Waitakere	27	2	Nigel Metge	Wellington	67	4	Bill Forster
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3	<p>MINUTE'S SILENCE Chair called for a Minute's Silence in honour of chess players passed away during the year. Hilton Bennett, Mana Garland, Paddy Steele, Temu Mororoa, Stewart East</p>																																																																				
4	<p>APOLOGIES Jim Benson, Chris Benson, Tony Booth, Richard Christie, Robert Gibbons Moved: Apologies received be accepted Metge/Spiller Carried Waitakere CC and Hamilton CC abstained.</p>																																																																				
5	<p>MINUTES OF PREVIOUS AGM Minutes of AGM held 11 Jan 2022 Christchurch have been circulated Moved: Minutes of the AGM 2022 be accepted Earle/Hall Carried Waitakere CC and Hamilton CC abstained.</p>																																																																				
6	<p>MINUTES OF WORKSHOP ON CHESS DEVELOPMENT PLAN 2021-2023 Minutes of workshop held 11 Jan 2022 Christchurch have been circulated Moved: Minutes of the Workshop 2022 be taken as read Earle/Dive Carried Waitakere CC and Hamilton CC abstained.</p>																																																																				

7	<p>PRESIDENT'S REPORT</p> <p>President presented his annual report covering 2022 and overview of Federation performance.</p> <p>Ansell Question: Report notes that forecasts presented are considered draft and further refinement to be presented to delegates before Christmas – did this happen?</p> <p>Metge: No, noted that forecasts are not perfect predictions, can be optimistic, pessimistic or somewhere between. Includes growth percentage, will review in future years.</p> <p>Moved: President's Report be accepted</p> <p>Spiller/Hall</p> <p>Carried.</p> <p>Waitakere CC and Hamilton CC abstained.</p>
8	<p>PRESIDENT'S AWARD 2022</p> <p>Awarded to IA Ying Wang for Distinguished Services to Chess by President, Nigel Metge</p>
9	<p>ANNUAL ACCOUNTS FY2021-22</p> <p>Annual Accounts for 2021-22 Financial Year presented by Russell Dive as Treasurer</p> <p>Richard Christie was an apology.</p> <p>Dive: typo – should be -\$12,000 i.e. loss, not \$12,000 surplus as is clear in the accounts themselves</p> <p>Ansell: In 2021 interest of \$825, why was term deposit not reinvested 2022? Answer from Treasurer to initial query – not all Council aware that it wasn't reinvested.</p> <p>Dive: conservative in time of pandemic and very low interest rates</p> <p>Metge: Council investigating other investment options as interest rates were very low.</p> <p>Action point: Metge to provide exact term deposit dates</p> <p>O'Kane: Is money invested now? Metge: Yes, but need to hold working capital. Example given of NZCF entering players into World Cadets/Youth in Batumi 2022 – accommodation covered, entry fees and parent accommodation isn't, so NZCF has to enter and pay on behalf and invoice parents.</p> <p>Hall: Some time frames very short notice due to Covid, no time to invoice beforehand without risk of entries not being accepted.</p> <p>Moved: Annual Accounts 2021-22 be adopted</p> <p>Metge/Ansell</p> <p>Carried</p> <p>Waitakere CC and Hamilton CC abstained.</p>
10	<p>ELECTION OF PATRON & VICE-PATRONS FOR 2023</p> <p>The following nominations have been received from Council:</p> <p>Patron: Jim Benson</p> <p>Vice-Patrons: Chris Benson, Tony Booth, Grant Kerr</p> <p>Moved: Nominations for Patron and Vice Patrons be approved.</p> <p>Metge</p> <p>Carried</p> <p>Waitakere CC and Hamilton CC abstained.</p>
11	<p>SELECTION OF RETURNING OFFICER</p> <p>Nominations from the floor were called for selection of a returning officer</p> <p>Anthony Ker nominated: Metge/Hall</p> <p>Agreed.</p>

ELECTION OF MEMBERS FOR COUNCIL 2023

12 Howick-Pakuranga Chess Club nominates the following:

President Nigel Metge
Vice-President Paul Spiller
Secretary Bob Gibbons
Treasurer Richard Christie
Councillors: Ying Wang, Stan Yee, Ralph Hart, Evguenia Charomova

Chair stood aside to allow Returning Officer to conduct election. Nominations received were equal in number to available positions so the Returning Officer declared the Councillors nominated by Howick-Pakuranga elected unopposed.

ELECTION OF REGIONAL COUNCILLORS FOR 2023

13 Nominations for **REGIONAL COUNCILLORS** as follows:

CENTRAL NORTH ISLAND Following death of Hilton Bennett, a further nomination was received.
Caleb Wright nominated by Mount Maunganui RSA Club, endorsed by Hamilton Chess Club
WELLINGTON Russell Dive and Arthur Pomeroy – Wellington Chess Club
CANTERBURY Craig Hall – Canterbury Chess Club
OTAGO Quentin Johnson – Otago Chess Club

Nominations received were equal to the number of positions so the chairperson declared the Regional Councillors elected unopposed.

14 **NEW NZCF MEMBERS**

Hibiscus Chess Club
Manurewa Chess

Moved: Both clubs be elected as associate members of NZCF
Hall/Spiller
O’Kane: Why not affiliate members?
Hall: Not incorporated societies so not eligible.
Carried.
Waitakere CC and Hamilton CC abstained.

15 **CHESS DEVELOPMENT PLAN 2023-25 and FORECAST BUDGETS 2023-25**

President and Dive in place of Treasurer outlined updated Chess Development Plan 2023-25 and implications for forecast budgets
Ansell: Increase in operating surplus, should be justified per plan, but appears to be more than required to meet objectives.
Metge: \$12,000 loss, can’t continue, need to rebuild reserves to bring in additional passive revenue. Olympiad not properly accounted for previously, \$10,000 costs after donations. If no fee increases, no ability to recover reserves/previous losses.
Discussion of specifics and benefits of clubs being members of NZCF and the equity of the current fee structure.
Forster: Lot of experience and effort into NZCF IT systems as previous webmaster, tracking player status particularly e.g. FIDE ratings. Having an organised membership system is difficult, took a lot of effort, and a proper system will cost a lot of money.
Hall: Support for Forster, noted difficulties in names and formats when receiving returns from members (clubs) and that a new CRM or other membership system will be required at an unknown cost.
Ansell: A lot of donations in previous reports – why not budget for those?
Metge: Advised by accountants that not good accounting practice to include donations in budgets.
Ansell: Fee increase not required, should put further items in budget and bring further case to future AGM.

Moved to adopt development plan: Spiller/Dive

Carried. New Plymouth CC against, Waitakere CC and Hamilton CC abstained.

16 REMITS FROM COUNCIL

1. That attached changes to our Constitution be approved to:

-Align with new Incorporated Societies Act 2022

-Change Financial Year to calendar year from 1st Jan 2024 with an interim 6-month reporting period 1st July 2023 to 31 Dec 2023

(Detailed remits in supplementary documents)

Ker: Why not 30 September?

Metge: Same financial year as clubs, FIDE, makes reporting easier. Still discuss chess matters at Congress e.g. workshops, AGM would continue to deal with business of NZCF (annual report/accounts, elections, remits etc).

Move that remits 1-16 be moved en bloc: Metge/Earle

Carried.

Waitakere CC and Hamilton CC abstained.

Remits put and carried.

Waitakere CC and Hamilton CC abstained.

2. That the following fees be increased from 1st July 2023:

-Membership Fee from \$10 to \$15

-Tournament Levy from \$5 to \$7

(Detailed remit in supplementary documents)

O'Kane: Do we have to vote for the whole increase?

Hall: No, separate remits, separate votes.

Ansell: What is the single biggest benefit of belonging to NZCF?

Metge: Member of a nationally-organised sport. Read out objects from constitution. Member of international community, development etc.

Hall: NZCF enables organising and playing in tournaments, clubs as members work out the value of that for themselves. Canterbury had that discussion previously, remained in NZCF as members agreed the value was there. Ashburton CC didn't organise rated tournaments other than organising South Island Championships, but thought well worth remaining a member of NZCF.

Metge: Rating systems, NZCF website, trophies, results etc.

Ansell: Given that ratings are a major benefit for players, is the current membership fee structure unfair?

Spiller: Turn the question around for NPCC – Why not run open or internal rated events?

Looking at NZCF for benefits

Robust discussion on ease of access to rated events in various areas of NZ, particularly outside Auckland.

Forster: Well worth it for national organising body and Congress.

Earle: Worthwhile to support a national federation linked to FIDE and to support junior players in their potential pathways.

O'Kane: While \$20 was a burden, happy with \$10 and now \$15. Agree with Earle.

Debate ended by chair, votes held separately.

Vote counts checked by Metge as Chairperson, Hall as minute-taker and Returning Officer (Ker).

Membership Levy Remits:

Affiliate Club	Votes For	Votes Against	Abstentions
Auckland Chess Centre		4	
Canterbury	3		
Counties		2	
Hamilton		2	
Hawkes Bay	4		
Howick-Pakuranga	2		
Invercargill-Southland		2	
Mount Maunganui		2	
New Plymouth		3	
North Shore	4		
Otago	2		
Papatoetoe	3		
Summit		2	
Upper Hutt	2		
Waitakere			2
Wellington	4		
Chairperson			1
Totals:	24	17	3

24 in favour, 17 against.

Carried by majority.

Tournament Levy Remits:

Affiliate Club	Votes For	Votes Against	Abstentions
Auckland Chess Centre		4	
Canterbury	3		
Counties	2		
Hamilton		2	
Hawkes Bay	4		
Howick-Pakuranga	2		
Invercargill-Southland		2	
Mount Maunganui		2	
New Plymouth	3		
North Shore		4	
Otago	2		
Papatoetoe	3		
Summit		2	
Upper Hutt		2	
Waitakere			2
Wellington	4		
Chairperson			1
Totals:	23	18	3

23 in favour, 18 against.

Carried by majority.

17 REMITS FROM CLUBS

1. North Shore Chess Club and Papatoetoe Chess Club propose
'That Life Membership NZCF be awarded John McRae'

Motion put:

Carried.

Waitakere CC and Hamilton CC abstained.

2. North Shore Chess Club proposes:
'That a new section be added to the Supplementary Regulations 'Complaints Procedure'
(Detailed remit in supplementary documents)

Metge: In favour, NZCF needs to move with the times, thanks to Dr Helen Milligan and NSCC. Reviewed by KC/retired high court judge, document needs minor adjustments, but very sound.

Motion put:

Carried.

Waitakere CC and Hamilton CC abstained.

18 ANY OTHER BUSINESS

Spiller/Hall

Thanks to Bill Forster and Wellington CC for excellent effort organising Congress. Acknowledgement of Andrew Brockway as treasurer, and Arthur Pomeroy for game entry.

Passed by acclamation.

Forster: Thanks, and thanks to treasurer Andrew Brockway.

South Island Championship 2023 proposal from Otago CC presented by Hall on behalf of Otago CC – Oamaru, venue Brydone Hotel, sponsored by Oamaru Licensing Trust (free venue agreed, grants still being explored). Dates 27/9/2023 – 30/9/2023, Rapid 1/10/2023

Hall/Metge: Otago CC awarded South Islands 2023 in Oamaru as presented by Hall.

Carried.

Waitakere CC and Hamilton CC abstained.

CLOSE

Chair declared Meeting closed at 9:30pm.

ATTACHMENTS

1. MINUTES ANNUAL GENERAL MEETING 2022
2. MINUTES WORKSHOP CHESS DEVELOPMENT PLAN 2021-23
3. PRESIDENT'S REPORT 2022
4. ANNUAL PERFORMANCE REPORT FY 2021-22
5. CHESS DEVELOPMENT PLAN
6. ACTUALS AND FORECAST BUDGETS 2023-25
7. COUNCIL REMITS for Constitutional Change
8. COUNCIL REMITS for Fees Increase
9. CLUB REMITS (separate attachments)

1. MINUTES ANNUAL GENERAL MEETING CHRISTCHURCH 11 JAN 2022

1. CALL TO ORDER

Meeting called to order 9.00pm

2. ROLL CALL

CLUB	DELEGATE		MEMBERS	VOTES
Papatoetoe CC	Barry Hooton	BH	83	4
Canterbury CC	Craig Hall	CH	48	3
North Shore CC	Helen Milligan	HM	123	4
Mt. Maunganui CC	Helen Milligan (proxy)		21	2
Summit CC	Ying Wang & Peggy Wang	YW/PW	24	2
Hawkes Bay CC	Mike Earle	ME	59	3
Auckland CC	Timothy Ha	TH	62	4
Wellington CC	Russell Dive & Anthony Ker	RD/AK	77	4
Howick-Pakuranga CC	Chair (proxy -all votes in affirmative)	NM	30	2
Hamilton CC	Chair (proxy -all votes in affirmative)	NM	42	3
Otago CC	Chair (proxy -all votes in affirmative)	NM	25	2
Upper Hutt CC	Chair (proxy -all votes in affirmative)	NM	33	2
Waitakere CC	Chair (proxy -all votes abstain)	NM	27	2
CHAIR	Nigel Metge	NM	1	1
TOTAL				38

3. APOLOGIES

Paul Spiller (Vice-President), Bob Gibbons (Secretary), Hilton Bennett (Councillor), Cory Broad (Canterbury CC), Aaron Percival (Hawkes Bay CC).

4. AGM MINUTES PALMERSTON NORTH JAN 2021

5. PRESIDENT'S ANNUAL REPORT

President Nigel Metge summarized his Report previously circulated and posted on NZCF website:

- An excellent year for Open tournaments and rated Club events until Covid restrictions started mid-August 2021.
- An important reduction of expenses with retirement of former Secretary/Treasurer and separation of these roles supported by professional services.
- Establishment of Chess Development Plan 2021-23 with goals and priorities which will be updated and progress reported annually.
- Comprehensive financial reporting and budgeting process in place. Silver Rook refurbished and brought formally into Balance Sheet as Heritage Asset.
- Under the traffic light system, formal legal advice is that chess is a permitted activity under CVC compliant conditions. NZCF currently will rate tournament games played under CVC compliance at Orange and Green. Individual clubs and venues may impose additional requirements.

HM noted an omission in not recording the FIDE Online Arbiter Training in which Helen Milligan, Ying Wang, Bob Gibbons and Craig Hall qualified. Also, Vivian Smith's title should be WFM. The President noted the corrections and will amend the published report.

Moved: President's Report be accepted (PS/CH) / CARRIED

6. ANNUAL PERFORMANCE REPORT (ANNUAL ACCOUNTS)

The Treasurer Richard Christie explained the new format derived from cloud-based Xero software and desire of Council to have complete disclosure of all assets, liabilities and cashflow.

Key points:

- NZCF ran a small surplus in 2020-21 due to one-off sales. Tournament levy income was obviously reduced due to nearly 5 months Covid restricted play.
- Expenses have been reduced with the retirement of paid part-time Administrator replaced with professional contract accounting and secretarial services as required.
- Core income (excluding sales and donations) does not cover core expenses before depreciation. The Federation is working on 2-year budget forecasts with different scenarios regarding revenue raising. A budget forecast will be presented to Clubs next AGM including proposed change of Financial Year to Calander Year in alignment with FIDE and member Clubs.

The issues of financial sustainability and fee increases were discussed already in Workshop for Chess Development Plan 2021-23. There is a general feeling that a mix of moderate increased charges (membership, tournament levy, FIDE rating) is better than increasing any single charge.

RD noted that this set of Annual Accounts including new Cashflow and Performance Metrics reports were the best NZCF had ever produced.

Moved: Annual Performance Report be accepted (RD/CH) CARRIED BY VOICE

7. AWARDS 2022

- i. Life Membership for GM Murray Chandler** Passed by acclamation!
- ii. President's Award to GM Murray Chandler**
Along with title 'New Zealand Chess Ambassador for Life'

8. ELECTION OF PATRON & VICE-PATRONS

There being no contesting nominations, Chair declared elected: **PATRON:**

JIM BENSON

VICE-PATRONS: CHRIS BENSON, TONY BOOTH, GRANT KERR

9. ELECTION OF MEMBERS OF NZCF COUNCIL 2022

For the position of President, Craig Hall assumed the Chair and declared President elected uncontested:

PRESIDENT: Nigel Metge

Nigel Metge then resumed Chair and declared the following elected uncontested:

VICE-PRESIDENT: Paul Spiller **SECRETARY:**

Bob Gibbons

TREASURER: Richard Christie

COUNCILLORS: Ralph Hart, Callum Spence, Ying Wang, Stan Yee

10. ELECTION OF REGIONAL COUNCILLORS 2022

The Chair declared the nominees elected uncontested:

CENTRAL NORTH ISLAND: Hilton Bennett

WELLINGTON: Russell Dive & Arthur Pomeroy

CANTERBURY: Craig Hall

OTAGO: Quentin Johnson

11. TOURNAMENT RULES REVIEW REMITS

The remits revising and updating Tournament Regulations have been recommended by Council and put by Chair.

Remit 1: [Definition of NZ chess player]

CARRIED Unanimously

Following a brief discussion, it was agreed to deal with remits to which any Clubs had objections. Auckland Chess Centre and Mt. Maunganui CC indicated they oppose all remaining remits. North Shore CC indicated they oppose linked Remits 31 & 58 and Remit 47.

Remit 31 and 58: [NZ Junior Championship to be held as part of Congress]

North Shore CC view is that the NZ Junior Championship is of sufficient status to justify holding at a separate time of year. Further that some Juniors are unwilling to play in both the Championship/Major Open as well as NZ Junior. For example, Daniel Gong & Felix Xie elected to play in the NZ Championship only.

Craig Hall noted that Congress was a collection of National Championships and attracted players from all over NZ. A Junior tournament without the title of Champion would not be as attractive to players and hence would reduce income for host cities outside Auckland.

CARRIED ON ROLL CALL

CLUB	DELEGATE	AFFIRM	AGAINST	ABSTAIN
Papatoetoe CC	Barry Hooton	4		
Canterbury CC	Craig Hall	3		
North Shore CC	Helen Milligan		4	
Mt. Maunganui CC	Helen Milligan (proxy)		2	
Summit CC	Ying Wang		2	
Hawkes Bay CC	Mike Earle	3		
Auckland CC	Timothy Ha		4	
Wellington CC	Russell Dive & Anthony Ker	4		
Howick-Pakuranga CC	Chair (proxy -all votes in affirmative)	2		
Hamilton CC	Chair (proxy -all votes in affirmative)	3		
Otago CC	Chair (proxy -all votes in affirmative)	2		

Upper Hutt CC	Chair (proxy -all votes in affirmative)	2		
Waitakere CC	Chair (proxy -all votes abstain)			2
Chair		1		
TOTAL		24	12	2

Remit 47: [NZ Champion, if winning outright, to have automatic selection to Olympiad team] North Shore CC view is that the rule is 'silly and unnecessary' as an outright NZ Champion would always be a serious contender for an Olympiad place. Also, if an invited GM or exceptionally strong player is competing a degree of chance enters results due to nature of Swiss pairing.

Wellington CC noted that winning outright (unshared title) is a significant achievement in even a Swiss tournament with a visiting GM/IM.

Canterbury CC commented the intention was to elevate the title of NZ Champion when won outright.

Remit Moved (Hall/Dive) / CARRIED ON ROLL CALL

CLUB	DELEGATE	AFFIRM	AGAINST	ABSTAIN
Papatoetoe CC	Barry Hooton	4		
Canterbury CC	Craig Hall	3		
North Shore CC	Helen Milligan		4	
Mt. Maunganui CC	Helen Milligan (proxy)		2	
Summit CC	Ying Wang	2		
Hawkes Bay CC	Mike Earle	3		
Auckland CC	Timothy Ha		4	
Wellington CC	Russell Dive & Anthony Ker	4		
Howick-Pakuranga CC	Chair (proxy -all votes in affirmative)	2		
Hamilton CC	Chair (proxy -all votes in affirmative)	3		
Otago CC	Chair (proxy -all votes in affirmative)	2		
Upper Hutt CC	Chair (proxy -all votes in affirmative)	2		
Waitakere CC	Chair (proxy -all votes abstain)			2
Chair		1		
TOTAL		26	10	2

Remit 68 & 73 [Date & Venue of North & South Island Championships] For clarification, it was agreed without vote, that parenthesis shall be added:

The North (South) Island Rapid Championship shall be held immediately (before or after) following and at the same venue as the North (South) Island Championship.

Remaining Remits

Moved to be passed en block (CH/RD) / CARRIED

12. GENERAL BUSINESS

- Hawkes Bay CC raised the question of Bledisloe and Blackburn Cups which have not been played for a long while. This should be reinstated but using modern online platforms.
- The Wellington CC is holding Congress in Jan 2023 but the new President Wellington CC is to confirm venue.
- Manawatu Knights currently has a bid for Congress Jan 2024 and sponsorship has been tentatively arranged.

MEETING CLOSED 10.10pm

2. MINUTES WORKSHOP CHESS DEVELOPMENT PLAN 2021-23

11 JAN 2022 CHRISTCHURCH - CHAIR CRAIG HALL

GENERAL

Nigel Metge (NM) opened the discussion noting that this was the first chess development plan by NZCF since 2011. Operations of the Federation are summarized with desirable development goals and approximate costs. The intention is to update this plan annually including 2-year budget forecasts so that goals are matched with appropriate budget.

We have ambitious goals of increasing chess activity and accessibility at all levels; helping our players increase their strength; supporting our international representatives; maintaining New Zealand's good reputation for participation in FIDE and Asian Chess Federation Forums.

And of course, to support this, prudent monetary management and financial sustainability.

Barry Hooton (BH) remarked that 'inspiration comes from success at the top.' Developing our next IM or GM could be a specific goal.

1. CHESS CLUBS, SCHOOLS AND OTHER CHESS COMMUNITIES

2. TOURNAMENTS & PARTICIPATION **Helen Milligan (HM)** commented:

- North Shore CC has a successful Junior coaching programme using Dejan Bojkov Zoom lessons which is both developing and attracting young players. When will the promised NZCF School begin?
- Internal Club tournaments are FIDE rated which is popular with players. An increase in FIDE rating fees would significantly reduce this option.
- Michael Freeman has been helpful in getting tournaments FIDE rated.
- Errors in invoicing from NZCF is irritating and consumes volunteer time.
- NZCF structure should support member Clubs to conduct tournaments.

Mike Earle (ME) noted that Hawkes Bay ran 3 regional school tournaments and use NZCF rating for internal tournaments.

Ying Wang (YW) noted the importance of Junior coaching in building our next generation of players.

3. PLAYER DEVELOPMENT

Female Participation HM

commented:

- NZ Women's Championship planned for April 2022 is to be held in 'remote venue' in West Auckland; ideally it should be central for ease of transport & accommodation.
- To get more women in chess there needs to be more visibility of women participating at all levels including playing, administration, coaching to function as role models. For example, with the retirement of Winsome Stretch the NZCF Council has only one female member out of 14 Councillors. With a vacancy on Council last year Ralph Hart was proposed by the President rather than HM herself.
- Chess is somewhat of an 'Old Boys Club' and she personally has felt bullied or insulted at some meetings. Only 'tough' women survive in the NZ chess environment. An Ethics Committee should be established by NZCF to state clear rules of mutual respect between players and deal with breaches.

Norm Tournaments

Russell Dive (RD) noted:

- It is possible to achieve the IM norms in NZ tournaments in a good year or more easily at Olympiad
- But it is hard to achieve the 2400 Elo in NZ. RM got his title by taking 18 months off work to play full-time chess in Europe.
- Murray Chandler & Bobby Cheng achieved their GM titles in overseas competition. Some of our most talented players such as Puchen and Ben Martin leave NZ to pursue academic or career opportunities.

ME commented:

- More Candidate Masters is a realistic goal.

1. COMMUNICATION & INFORMATION HM

noted:

- NZCF is a Federation of Clubs rather than individuals and Club members do not necessarily give permission for their data to be shared.
- Desire to see Minutes of NZCF meetings

2. FINANCIAL MANAGEMENT & SUSTAINABILITY

The vast improvement in reporting financial results and assets register was noted.

3. GRANTS, SPONSORSHIP, INVESTMENT, SALES, FEES HM commented:

- NSCC FIDE rates its internal tournaments and does not want a FIDE rating fee increase
- Interschools fees should be capped at say \$10/term
- Parents of Juniors do not want to pay more
- NSCC does not agree with Federation supporting Olympiad teams **BH & ME** commented:
- Agree with Federation supporting Olympiad and other national representative players **YW** commented:
- Revenue should be raised gradually and across several levies possibly in a tiered fashion with lower fees for Juniors

Anthony Ker (AK) commented:

- Suggest Adult membership fee \$20/year and Junior \$10/year with gradual increases \$5/year to keep up with inflation.

4. GOVERNANCE

Nigel Metge (NM) noted the importance of contingency planning for unexpected failure of IT systems or departure of people holding key data or responsibilities.

3. PRESIDENT'S REPORT 2022

MINUTE'S SILENCE

We stand in remembrance of chess players who have passed from sight of this world:

Hilton Bennett **1955-2022**

Mana Garland **1946-2022**

Temu Maroroa **1955-2022**

Stewart East **1962-2022**

TOURNAMENTS

The ill-wind of Covid caused cancellation or diminishment of many tournaments in the last 6 months of 2021. Just when we thought we were over the worst, new outbreaks occurred and the Government declared all of NZ under 'Red' on 23rd Jan 2022 shifting to 'Orange' 13th April. No tournaments were played during 'Red' and tournament attendance diminished during the 'Orange' period. (The 'traffic light' system was formally ended 12th September 2022 but Covid remains present in the community.)

Still, many important tournaments were conducted including the North Island Championship (Auckland Chess Centre) and South Island Championship (Invercargill CC). Signature tournaments of Clubs included Peter Stuart Memorial (North Shore CC), Latvian (Howick-Pakuranga CC), Wellington Open (Wellington CC), Arie Nijman Memorial (Canterbury CC), Summit Rapid (Summit CC). Heartening to see new formats such as Auckland Teams (Auckland CC) and new Clubs such as Central CC being active.

Of special note is the opening of the 'New Howick Chess Centre' by Paul Spiller which is small playing and coaching venue and a site for displaying NZCF trophies and privately owned historic chess photographs, posters and other memorabilia.

CONGRESS -CHRISTCHURCH JAN 2022

The year started well with an excellent Congress ably run by Canterbury Chess Club and Organiser and Chief Arbiter Craig Hall, assisted by IA Ying Wang & NA Richard Christie. We were fortunate that at Alert Level Orange we were able to conduct the tournament and no one fell sick.

It was good to see new and young talent emerging; FM Daniel Gong (19 years old) won the New Zealand Championship with CM Felix Xie (13 years old) coming 2nd. Major Open won by Euan McDougall (20 years old). The Junior Championships saw Ollie Archer, Gavith Dharmasena share first place, and WCM Isabelle Ning take Junior Women Champion.

The event got local publicity and Craig was video interviewed by local press. I was also interviewed by National Radio during the Congress.

NEW ZEALAND WOMEN'S CHAMPIONSHIP -AUCKLAND APRIL 2022

This wonderful Championship in FIDE Year of Women in Chess was organised by Bob & Vivian Smith in conjunction with Waitakere CC. It was dedicated to Helen Courtney; a former Waitakere CC member and 3 times NZ Women's Olympiad representative who died in 2020. Helen's family and friends generously sponsored the tournament which had record prize money.

The talented WFM Vyanla Punsalan (18 years old) won decisively with 7/7 and with it the right to represent NZ at the Zonal in Melbourne Jan 2023. Second equal was WCM Isabelle Ning and Weiyang Yu followed a point behind by WCM Nadia Braganza and WFM Vivian Smith.

AUCKLAND SCHOOLGIRLS CHAMPIONSHIP 1st July

Waitakere CC and Summit CC did an able job running this tournament established by veteran organisers Vivian & Bob Smith. Anya Thurner (14 years old) won outright.

OLYMPIAD -CHENNAI INDIA 29th JULY-9th AUGUST

The Olympiad is our star opportunity for our top male and female players to represent NZ and develop their chess by playing against the world's best in their group.

This was my first experience of the enormous organisational and funding demands an Olympiad makes on NZCF. Masses of data had to be entered on the Olympic Portal, which was initially buggy. Negotiating with Team Captains; team travel and Covid requirements; fundraising and printing jackets – it could not all be done without huge efforts by Councillors especially Craig Hall, Paul Spiller, Hilton Bennett, Russell Dive.

Our Head-of-Delegation Craig Hall and FIDE Delegate Michael Freeman did sterling work in Chennai and the thanks of all NZ chess players go to them.

Craig summarises:

I was the HOD for Chennai, and the teams got along well, the team spirit was excellent, the chess side of the Olympiad was generally well-run. Given India was awarded this event at short notice and had 4 months to pull it together, it was a phenomenal effort. There were some teething issues in the other arrangements, but once these were sorted out, the rest of the event ran smoothly.

The women's team results were excellent with two direct titles achieved (both subject to rating) by Anya Thurner (WFM) and Weiyang Yu (WCM) and a very good performance by Vyanla Punsalan. The team was 7th in Group C and placed 67th while seeded 74th.

The open team results were more mixed with no norms or direct titles achieved although two players came close. Daniel Gong at board 1 came within half a point of an IM norm after needing to win as Black against a GM in the last round, and John Stark needed to win his last game for a direct FM title. The team placed 115th while seeded 92nd.

ROSS SPILLER MEMORIAL

SENIORS AND VETERANS CHAMPIONSHIPS AUCKLAND 19-21 AUGUST

The New Howick Chess Centre hosts its first major tournament in memory of Paul Spiller's father Ross Spiller (who I remember fondly).

FM Leonard McLaren won Seniors outright and FM Bob Smith won Veterans outright.

ASIAN SENIORS CHAMPIONSHIP AUCKLAND 15-21 OCTOBER

This official FIDE tournament was the result of an extraordinary effort by Paul Spiller and HowickPakuranga Club. It is the only tournament of 2022 containing foreign players travelling to NZ and a chance for locals to win automatic titles. There were 6 different Federations represented. We were honoured by General Secretary All India Chess Federation Bharat Singh Chauhan present as Head of Disputes Resolution. Unfortunately, Covid struck in the last few rounds and some players had to withdraw. Although this did not affect the winner placings it could have affected minor placings.

The three NZ women players all got prizes and the right to entry and accommodation at World Seniors 2023 (currently Socchi, Russia). Highest placed in Open Seniors CM Helen Milligan; Silver medal 50+, WCM Eva Lourenco, Highest placed 65+, WFM Vivian Smith.

The Open Veterans (65+) was won by FM Efren Bagamasbad (PHI,) who qualifies for IM title and GM norm. FM Bob Smith came 3rd qualifying for IM norm.

The Open Seniors (50+) was won by IM Gary Lane (AUS), qualifying for GM norm.

FM Alexei Kulashko came 3rd qualifying for his 4th(!) IM norm -we will be trying to get his title conferred.

ANNUAL PERFORMANCE REPORT

This year's Annual Performance Report maintains the professional standard set last year. **Operating Loss**

We made an operating loss of \$9628 due to:

- Reduced income from tournament levies (ca. \$7,000) due to Covid cancellations and reduction in tournament attendance.
- Reduced income from sales (ca. \$9,000). This was foreseen in last year's report. In FY 2020-21 we sold a lot of 'old' stock which had been written down to low inventory value. Sale of Badges and Certificates are also down, presumably due to reduced face-to-face coaching.
- Increased storage costs. Formerly, we had free storage in Paul Spiller's business premises. When that building was leased to another, we had to move to commercial storage and subsequently to the New Howick Chess Centre. Federation stock, trophies, heritage photos and hundreds of donated used books are now secure and accessible to chess players.
- Note that contribution of \$2,000 to Christchurch Congress appears in this FY accounts but was offset by a personal donation of \$2,000 in Feb 2021 for this specific purpose and documented in Annual Accounts FY 2020-21.
- We had anticipated a tough year and taken an important step to reduce costs by not renewing Administrator position which became vacant end Nov 2021. This saved \$7,000 in FY 2021-22 partially offset by one-off accounting cost ca. \$4000.

Secretarial and treasury functions were taken over by volunteer Officers which certainly has increased workload.

FIDE (PDC) Friendship Online Seminars -Juniors, Trainers and Arbiters

In late 2021 we applied for and were granted a US\$5,000 grant (ca. NZ\$8,000) from Planning & Development Commission (PDC) to support Junior coaching, Trainer education and Arbiter advancement. Approximately 75% of the work was completed in the FY and hence the corresponding income and expense items which balance out. The remaining work programme will be completed soon.

Olympiad 2022 Costs

Olympiad costs and revenues fall after 1st July 2022 and thus accounted for in next FY. This illustrates an awkward feature of having a FY different from calendar year!

Olympiad costs ca. \$17,000 (partially offset by \$5,000 private donation) and is now budgeted for in anticipation of Olympiad 2024.

CONSTITUTION CHANGES

Craig Hall and Richard Christie have done an excellent job in proposing Constitutional changes that:

- i. Align with the new Incorporated Societies Act 2022 and Charities Act 2005.

(Further work in this area is pending.)

- ii. Change our Financial Year to Calendar Year starting 1st Jan 2024 with an interim 6month reporting period 1st July – 31st Dec 2023

CHESS DEVELOPMENT PLAN 2023-25

At AGM Jan 2022 we introduced the first Chess Development Plan for many years. The document was discussed and principles generally approved. In particular, the Federation aims to operate at a core surplus prior to depreciation. Such surplus to be invested in chess development project, supporting international representatives and reserves.

There was considerable discussion on specific fee increases and agreement that fee increases must be justified by forecast budgeting against specific objectives.

The new Plan 2023-25 linked to the Forecast Budgets aims to achieve this goal.

Note that forecast budgets vary between pessimistic and optimistic scenarios and contain a margin of error. The forecasts presented are considered draft and further refinement will be presented to Club delegates before Christmas.

We propose increases in Membership fee and Tournament levy (and Interschools team levy) starting from new FY 1st July 2023. FIDE rating fees will remain unchanged being a cost recovery with modest administration charge to cover currency fluctuations.

The Forecast Budgets show, for the first time, estimated costs for objectives in our Chess Development Plan:

- Olympiad representation and pre-training
- Top Junior coaching
- Norm tournaments
- Improvement in administration using modern IT tools.

Nobody ever wants to pay more...but our fees are modest and have not kept pace with inflation. We have run down cash reserves for several years.

COUNCILLORS

- We say warm farewell and thanks to Callum Spence (of Papatoetoe CC) who served on Council for nearly 2 years making valuable contributions and introducing us to F&P Healthcare as a possible sponsor. As a young professional with family, he felt pressure of time.
- We welcome Evguenia (Jennya) Charomova co-opted to replace Callum on Council. Jennya is experienced as a player and chess educator. Jennya opened a chess club for kids in Christchurch and ran it for two years. She has given presentations at three international seminars regarding teaching chess to neurodiverse children. She has also been working behind the scenes in NZCF Women-in Chess-Commission.

GRATITUDE TO OUR PATRONS, SPONSORS, VOLUNTEERS

Chess in New Zealand, both at national and club level, relies (too much!) on the voluntary work of a dedicated few and private donors for its development. We publicly thank here our Patron Jim Benson and our Vice-Patrons Grant Kerr, Chris Benson and Dr Tony Booth. These individuals often contribute money and time, sometimes anonymously, to enable projects to go ahead. We thank

Rowan Wood, our indefatigable Rating Officer for maintaining our NZCF Rating List at considerable cost to himself but none to NZCF.

We thank SIM Michael Freeman for maintaining FIDE Rating documentation smoothly and this year representing NZ at FIDE Congress in Chennai, India.

We thank the numerous Club Officers and individuals for organizing regional interschool championships.

My apologies if I have missed anyone – please let me know and I will ensure your contribution is recognized.

PRESIDENT'S AWARD - IA YING WANG

With great pleasure, I award President's Award 2022 to Ying Wang.

Ying is a quiet person but her contribution to NZ chess is substantial. As founder of Summit Chess, she has developed a popular series of tournaments at Alexandra Park Auckland regularly attracting 100+ Juniors and adults which promotes chess and makes a significant contribution to NZCF levies. She is of course well known as an International Arbiter and was selected by Olympiad Organizers to be one of their Arbiters in Chennai. Further by performing as Deputy Arbiter at Asian Seniors Championship she has qualified for a Class upgrade.

Personally, I have found her help essential in liaising with Asian chess community when organizing entries of Juniors to international tournaments.

Finally, I wish all chess players and their families Merry Christmas and Season's Greetings! For those playing at Congress - Good Luck!

Nigel Metge President NZCF 15th Nov 2022



CHESS DEVELOPMENT PLAN 2023-2025

INTRODUCTION

NZ Chess Federation Constitution states our objects are:

- *To encourage, foster and regulate the game of chess in New Zealand.*
- *To arrange, regulate and control such matches, tournaments, competitions...*
- *To maintain a register of chess players with measurements of comparative performance.*
- *To promote international cooperation in chess and...affiliate with any international chess organization...*
- *To select chess players who shall represent NZ at international events.*
- *To raise money in any manner for aforesaid objects.*

Our Federation is internationally respected and active in FIDE, Asian Chess Federation and Oceania Chess Confederation. Chess players of all ages, gender and abilities are the heart of our purpose. We want to expand the number of people playing organized chess over-the-board and online. We want to increase opportunities for players to increase their playing by enabling trainers. We want to be represented in the highest international competitions by our strongest available individuals and teams.

Our Draft Plan 2021-23 presented to AGM Jan 2022 in Christchurch gave an overview of Federation operations and desired chess projects and goals.

This year we accomplished a number of those goals:

- Olympiad Teams were supported by professional Captains and Head-of-Delegation.
- FIDE Asian Seniors Championship was hosted providing title opportunities for local players.
- Online professional training camp was successfully created for promising Juniors.
- We secured an excellent rental space for storage and display of Federation stock and trophies.

Chess Development Plan 2023-25 updates initiatives and tasks while core themes and objectives remain the same. The Plan combined with forecast budgets gives an estimate of income and expenditure to meet desired objectives.

We share a vision for growing more and better chess in New Zealand; more and better international representation and more funding from all sources to support growth.

Nigel Metge
President NZCF

Paul Spiller
Vice-President NZCF

1. CHESS IN CLUBS, SCHOOLS and INTERNET

Objectives	2023 (Calendar Year) Initiatives & Tasks	2024-25
1.1 <i>Foster good relations with member Clubs in the spirit of partnership and encourage cooperation between Clubs.</i>	-Support Wellington CC in holding Congress Jan 2023 -Finalize budget and support for Support Manawatu Knights CC holding Congress Jan 2024 -Ongoing consultation with Clubs on Chess Development planning - Decision AGM 2023 on proposed funding	-Ongoing preparation for Congress in Auckland Jan 2025
1.2 <i>Promote cultural, educational and social benefits of chess to schools and school-age children.</i>	-Coordinate Regional & National Interschool Championships -Auckland (& other regional) Schoolgirls Championship -Coordinate with Chess Power to avoid scheduling clashes and to feed new members to local Clubs	-Encourage Clubs to create new tournaments targeted at Juniors to widen the chess playing base and generate revenue and publicity -Consider options for counting junior participation under NZCF

<p>1.3 <i>Expand NZCF capability and participation in online tournaments.</i></p>	<p>-Consult with experienced Organizers on how to do more and better</p>	<p>-Create at least one new online tournament. -Choose one platform to develop relationship with view to sponsorship.</p>
<p>1.4 <i>Promote chess culture and participation in widest range of communities.</i></p>	<p>-Foster new Clubs -Contact Dept. of Corrections, Blind Institute etc. for chess players potentially able to compete -Follow up on media contacts made through interviews with Radio NZ National, Stuff and TV3</p>	<p>-Assist new groups to transition to affiliated Clubs. -Encourage Club promotions such as public simul, exhibition matches etc.</p>

2. TOURNAMENTS and PARTICIPATION

Objectives	2023 (Calendar Year) Initiatives & Tasks	2024-25
<p>2.1 <i>Encourage Clubs to hold tournaments of varied styles to maximize participation</i></p>	<p>-Support Paul Spiller and Howick-Pakuranga CC holding 2023 Bob Wade Memorial with international players invited -Support Auckland Chess Centre for 2023 George Trundle Memorial if held -Support continuation of NZ Women's Championship following its successful reestablishment in 2022</p>	<p>-In cooperation with a member Club, develop one interesting new format tournament per year such as Chess 960 or 'Pub Chess'</p>

<p>2.2 <i>Ensure adequate numbers of Arbiters and Organizers for future growth.</i></p>	<p>-Bob Gibbons to lead 'Arbiters Workshop' where our Arbiters can discuss training and qualification improvements needed. Hence define path for Arbiters to advance from entry level National Arbiter to International Arbiter through access to in-house and FIDE seminars</p>	<p>-Assist International Arbiters to maintain titles by supporting their access to international tournaments - Formal training programme for Organizers to increase pool of people competent to run FIDE rated tournaments</p>
<p>2.3 <i>Tournament Regulations Updated</i></p>	<p>-Updated Tournament Regulations now in force.</p>	<p>- Ongoing monitoring and adjustment as required</p>
<p>2.4 <i>Ensure accurate and easily accessible NZCF ratings are up-to-date as possible.</i></p>	<p>-NZCF Rating Office Rowan Wood will outline on our website the merits of both NZCF and FIDE ratings and why we use both</p> <p>-FIDE Delegate Michael Freeman reminds everyone that accurate Vega reports from Arbiters (especially accuracy in names which should reflect legal/passport name) enable smooth transit to FIDE for FIDE Rating</p>	<p>-Increased support for Rowan Wood activities so that frequency of NZCF rating lists increases to every 2 months</p> <p>-Increased support for Michael Freeman as activity grows</p>

3. PLAYER DEVELOPMENT

Objectives	2023 (Calendar Year) Initiatives & Tasks	2024-25
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<p>3.1 <i>-Support access to chess play for all ages, gender, skill and disability</i> <i>-Promote female participation and development at all levels.</i> <i>-Support selected players to gain experience of international competition</i></p>	<p>-Experience of Olympiad 2022 has shown that we need to start preliminary selection and training now. Hence formation of 'squad' aiming at Olympiad 2024 and World Cup. -Formation of Junior Cadre training for Asian Junior Championships -Continuation of NZ Women's Championship - Regional Schoolgirl Championships following the model of Auckland -Specific targeting of groups not currently participating in chess – blind, disabled and institutionalized</p>	<p>-Ensure we have two well-prepared teams for Olympiad 2024 -Ensure we have best player available for World Cup if offered a place again - Encourage representation of our top Juniors in ACF Junior Championships</p>
<p>3.2 <i>Support opportunities for players to gain FIDE title norms.</i></p>	<p>Achieving a FIDE title is not easy at any level. But such titles are an important mark of progression for players and inspire others to achieve. Hence, we are committed to creating or supporting tournaments where players can achieve norms or in rare cases, direct titles. In 2022 the major opportunity was Asian Seniors Championship which benefited several NZ players.</p>	<p>-At least one norm tournament per year with international players. These can be 10-player round robins with average rating Elo 2235 such as Bob Wade Memorial or George Trundle Memorial. - Congresses are also an important opportunity to host norm Swiss of 40 players with average rating Elo 2000. Auckland Congress Jan 2025 will certainly be such a tournament.</p>
<p>3.3 <i>Establish higherlevel coaching school using Zoom</i></p>	<p>-Establishment of Zoom School using GM & IM coaches was completed by Hilton Bennett. His shockingly unexpected passing means start date is delayed. School will be largely selffunded by students.</p>	<p>Exceptional players (adult & Junior) will be selected by NZCF for partial funding support to access Zoom training.</p>
<p>3.4 <i>Increase number and standard of local trainers.</i></p>	<p>-Establish Trainers Commission with leading trainers to guide Council -Form local training forum for mutual learning -Increase access to FIDE seminars</p>	<p>By end 2025 to have adequate numbers and geographical spread of Trainers so all have access</p>

4. COMMUNICATION and INFORMATION

Objectives	2023 (Calendar Year) Initiatives & Tasks	2024-25
<p>4.1 <i>Improve communication with Clubs and encourage feedback</i></p>	<p>-Webmaster continuously updates website & social media with tournaments, results, photos etc. -NZCF President undertakes to meet by Zoom (or physically visit where possible) every Club President or Secretary to hear feedback and provide personal explanation of NZCF direction and how we might improve.</p>	<p>-Expansion of social media presence. - President's Newsletter to include Council decisions - Online Editor to expand online magazine for local chess including analysis of games and articles from Clubs.</p>
<p>4.2 <i>Participate in relevant FIDE, Asian Chess Federation, Oceania Confederation international forums.</i></p>	<p>-Paul Spiller, Nigel Metge, Craig Hall participated in Oceania Chess Confederation and Asian Chess Federation meetings by Zoom. -At Asian Seniors 2022 we got an opportunity to physically present at OCC annual meeting. There we learned of Nigel Short's Pacific Island trip promoting chess in 2023.</p>	<p>-Continued participation in relevant forums. -Reporting of interesting decisions and trends published on website. -Utilizing NZCF credibility to gain rights to host international tournaments.</p>
<p>4.3 <i>Develop online entry and payment system & database of player contacts</i></p>	<p>-Hilton Bennett was assessing various IT systems used by other chess federations for online fee payments and easier direct communication. This will have to be started again.</p>	<p>-Acquisition and implementation of recommended system.</p>
<p>4.4 <i>Preserve NZ chess history in physical & digital form and increase access.</i></p>	<p>-Paul Spiller established a private facility Howick Chess Centre (HCC) which NZCF is utilizing for storage of NZCF assets and trophies. Also, from this venue we conduct sale & dispatch of NZCF merchandise. NZCF pays a fee for this service which is proving costeffective. -Historical photographs and posters are displayed at HCC.</p>	<p>-Transfer of digital files to Cloud. -Collecting historical chess photographs (digital and film) for curating and storage on NZCF website. Useful for history, research and for informing sponsorship proposals. -Catalogue and make more accessible NZCF stock of donated chess books.</p>

5. FINANCIAL MANAGEMENT and FINANCIAL SUSTAINABILITY

Objectives	2023 (Calendar Year) Initiatives & Tasks	2024-25
<p>5.1 <i>Manage NZCF finances prudently such that an annual net surplus (before depreciation) is generated. Net surplus is then:</i></p> <ul style="list-style-type: none"> -Spent for chess development projects Transferred ca. 20% to reserves for contingencies and investment. 	<ul style="list-style-type: none"> - NZCF will operate at an annual net surplus before depreciation. -Clubs holding NZCF tournaments should aim to make a surplus. -Clubs seeking NZCF support must show budgeted income & costs preferably including local sponsorship. Support will be in form of cashflow support or guarantee against loss. 	<ul style="list-style-type: none"> -The next three Congresses will operate without requiring NZCF subsidy: - Wellington 2023 -Manawatu Knights 2024 -Auckland 2025 -Olympiad 2024 is budgeted to cost ca. \$15,000 including professional Team Captain fees and their travel; HOD travel.
<p>5.2 <i>Ensure long-term sustainability of NZCF by ensuring 'Core Income' (excluding sales, grants, donations) exceeds 'Core Expenses' by:</i></p> <ul style="list-style-type: none"> -Decreasing costs, especially admin -Increasing income by fees and other sources -Increasing passive income by active investment of reserves. 	<ul style="list-style-type: none"> -The FY 2021-22 shows an operating loss of ca. \$10,000 (and ca. \$13,000 fall in equity) despite substantially reduced administration costs. -Further the Olympiad 2022 net costs ca. \$10,000 will be reflected in 2022-23 FY. Additional costs will be incurred in training preparation for Olympiad 2024. -Fee increases from 1st July 2023 and return to normal tournament activity will help return Federation to surplus income over expenditure and slowly rebuild reserves. - 	<ul style="list-style-type: none"> -Active investment of reserves to generate more income. -Ongoing search for Corporate Sponsor for long-term commitment.
<p>5.3 <i>Improve financial recording and reporting to best practice. Annual Accounts must be accurate, intelligible & defensible.</i></p>	<ul style="list-style-type: none"> -Treasurer is using Xero software hosted on BVB Managerial Accounting servers at cost price to us. This provides independent security of data and generation of management accounts for Council. -Annual Accounts are prepared by external BVB Managerial Accounting in collaboration with and ultimately approved by Treasurer. The goal is to produce clear, accurate and verifiable Annual Accounts for Clubs, for private donators and for seeking sponsorship. 	<ul style="list-style-type: none"> -Seamless production of Operating, Cashflow and Financial Position Statements from Xero.

6. FUNDING – FEES, GRANTS, SALES, SPONSORSHIP, INVESTMENT

Objectives	2023 (Calendar Year) Initiatives & Tasks	2024-25
<p>6.1 <i>Actively search and apply for grants from FIDE and Charitable funding agencies.</i></p>	<p>-Application for 2nd FIDE (PDC) grant underway and will be utilized 2023 - Negotiation with private sponsor for Congress & Bob Wade Memorial in progress.</p>	<p>-Apply for at least one grant per year from a Charitable funding agency -Apply for at least one grant per year from FIDE. -At least one tailored sponsorship proposal per year presented to a national company.</p>
<p>6.2 <i>Invest cash reserves in safe but higher yielding instruments than bank deposits.</i></p>	<p>-NZCF cash reserve is currently held on bank deposit which does not maintain purchasing power due to inflation. Professional advice on active investment advice will be sought. - Agreed with Trustee Chess Friends Trust their need for reinvestment of interest to grow Trust. -A new and independent 'Middlegame Trust' is now formed by chess individuals and will seek funding this year.</p>	<p>-Ongoing oversight of investment returns vs. risk. -Update bequest documentation.</p>
<p>6.3 <i>Sell quality chess goods to Clubs at a price sufficient to generate fair profit.</i></p>	<p>-Revenue and profit from sales is significantly reduced from last FY as anticipated. Clubs to be consulted over desired stock before substantial restocking. - NZCF Junior Badges and Certificates continue as standardised training resource and cash generator.</p>	<p>-Ongoing consultation with Clubs on their needs and purchase relevant stock for resale.</p>
<p>6.4 <i>Nobody ever wants to pay more...</i></p>	<p>-Membership fees were reduced in 2018 from \$20 to \$10 as part of restructuring charging. Since then, the fee has not changed at all while CPI has increased cumulatively 20% in that time. -Propose fee increases from 1 July 2023: Membership from \$10 to \$15 per Club member. Tournament levy from \$5 to \$7 per player per tournament. Inter-schools Championship levy from \$10 to \$15 per team. -FIDE rating fee is charged on a costrecovery basis plus a small fee to cover administration and currency fluctuations.</p>	<p>-No further fee increases. -Prepare for GST registration when revenues reach \$60,000 in 2024 or 2025. If Operational surplus permits, then GST additional cost may be absorbed by Federation.</p>

7. GOVERNANCE

Objectives	2023 (Calendar Year) Initiatives & Tasks	2024-25
<p>7.1 <i>Operate NZCF with professionalism and probity aspiring to best business and ethical practice.</i></p>	<p>-Council meetings held by Zoom ca. every 2 months. Auckland and Regional Councillors engage with local Clubs creating two-way flow of information.</p> <p>-Incorporation of Constitution changes required by new new Incorporated Societies Act 2022 and Charities Act 2005 to ensure we comply.</p> <p>-Changing NZCF Financial Year to Calendar Year starting 1st Jan 2024. This aligns FY with almost all NZ Clubs and FIDE hence making budgeting and funding applications easier.</p>	<p>-Alignment with principles of quasi-government bodies such as Sport NZ and NZ Olympic Committee, where appropriate.</p>
<p>7.2 <i>Align goals with our international bodies FIDE, Asian Chess Federation and Oceania Chess Confederation.</i></p>	<p>-Continued alignment of NZCF goals with those of FIDE especially but also ACF & OCC goals. Note accessing FIDE funding is strenuous, requiring target KPIs and emphasis on chess promotion to females, minorities and disadvantaged communities.</p>	<p>Seek new funding opportunities from FIDE specifically where we have consciously aligned goals.</p>
<p>7.3 <i>Maintain good record keeping of minutes of Council meetings and decisions, financial income and expenditure, correspondence and other relevant documents.</i></p>	<p>Annual review of agreements for:</p> <ul style="list-style-type: none"> -Webmaster & Social Media Manager -Accounting services 	<p>-Utilize professional support for NZCF volunteer officers where appropriate and affordable.</p>
<p>7.4 <i>Plan for continuity in the event of unexpected change or catastrophe. This includes systems and people.</i></p>	<ul style="list-style-type: none"> - New laptop computer with Microsoft 365 software (includes Cloud storage) exclusively for NZCF business. -Financial and other data files will be transferred to Cloud. -Physical assets recorded and stored securely in rented storage rather than private homes where feasible. 	<ul style="list-style-type: none"> -Complete transfer of data to Cloud with access by at least one other Officer. - Continue succession planning for key people and functions.

END

6. Chess Development Plan – Actuals 2020 - 2022

NZCF ACTUALS	2020-21		2021-22	
		Actual		Actual
Income				
Bank Income				
Interest	\$849.00	\$849.00	\$57.00	\$57.00
Domestic Tournament Income				
Interschools	\$3,625.00		\$4,450.00	
Tournament Levy	\$10,663.00	\$14,288.00	\$3,695.00	\$8,145.00
Fundraising				
FIDE (PDC) ONLINE TRAINING	\$0.00		\$6,019.00	
Training and Development Fees	\$0.00		\$6,365.00	
Grand prix	\$0.00		\$0.00	
Individual for	\$2,708.00		\$20.00	
Kasparov Chess Foundation	\$2,752.00		\$0.00	
Oceania Chess Federation	\$13.00		\$0.00	
Pub Charity	\$0.00	\$5,473.00	\$0.00	\$12,404.00
International Income				
FIDE Rating Levy	\$985.00		\$967.00	
International Entry Fees	\$0.00		\$6,157.00	
FIDE Titles	\$923.00	\$1,908.00	\$2,335.00	\$9,459.00
NZCF Membership Fees				
Affiliated Clubs	\$3,820.00		\$7,310.00	
Associated Clubs	\$2,670.00		\$120.00	
NZCF Lone Wolf Chess Club	\$300.00	\$6,790.00	\$300.00	\$7,730.00
Sales				
Badges and Certificates	\$4,243.00		\$1,477.00	
Postage Recovery	\$69.00		\$36.00	
Inventory Sales	\$8,054.00	\$12,366.00	\$2,122.00	\$3,635.00
Less COGS				
Badges and Certificates	\$0.00		\$1,212.00	
Inventory Sales	\$0.00	\$0.00	\$1,950.00	\$3,162.00

Total Income		\$41,674.00		\$38,268.00
Operating Expenses				
Administration Overheads				
Administrator Costs	\$11,000.00		\$5,000.00	
Professional services to support secretarial, marketing & NZCF rating	\$0.00		\$0.00	
Accounting Fees	\$0.00		\$4,261.92	
Bank Fees	\$92.00		\$203.00	
Compliance	\$51.00		\$0.00	
FIDE Membership	\$1,193.00		\$620.00	

FIDE Other	\$0.00		\$82.00	
FIDE Certification Fees	\$0.00		\$163.00	
Hospitality	\$550.00		\$0.00	
IT & Software	\$1,987.00		\$1,741.71	
Local Travel	\$527.00		\$0.00	
Operating Costs	\$0.00		\$0.00	
Postage	\$532.00		\$423.00	
Printing & Stationery	\$975.00		\$162.00	
Secure storage and access to NZCF assets	\$920.00		\$2,500.00	
Subscriptions	\$150.00		\$195.00	
Trophy Engraving & Maintenance	\$894.00		\$1,196.00	
Webmaster	\$7,200.00	\$26,071.00	\$7,200.00	\$23,747.63
Tournament Costs				
FIDE Titles	\$0.00		\$1,733.00	
FIDE Rating Fees	\$0.00		\$1,387.00	
Grand Prix	\$600.00		\$0.00	
Olympiad -net cost before donations	\$0.00		\$0.00	
International Tournament Entries	\$178.00		\$6,035.00	
Interschools	\$0.00		\$0.00	
NZCF Congress	\$2,110.00		\$2,014.00	
Norm Tournaments with Internationals	\$0.00	\$2,888.00	\$0.00	\$11,169.00

Training & Development				
PDC Online Seminar Costs	\$0.00		\$12,978.00	
Olympiad & Junior Coaching -In person & Online	\$0.00	\$0.00	\$0.00	\$12,978.00
Operating Expenses		\$28,959.00		\$47,894.63
Total Operating Profit		\$12,715.00		-\$9,626.63
Non-Operating Expenses				
Depreciation	\$3,070.00		\$3,070.00	
Prior Year Income	\$6,048.00	\$9,118.00	\$180.00	\$3,250.00
Net Profit		\$3,597.00		-\$12,876.63
BALANCE SHEET				
Bank		\$91,745.00		\$70,325.28
Total Current Assets		\$22,014.00		\$40,439.19
Total Fixed Assets		\$49,839.00		\$46,768.35
Total Assets		\$163,598.00		\$157,532.82
Total Liabilities		\$795.00		\$8,497.64
TOTAL EQUITY		\$162,803.00		\$149,035.18
CHANGE IN EQUITY		\$0.00		-\$13,767.82

	A	B	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
62		Operating Costs		\$250.00				\$125.00										\$250.00
63		Postage		\$500.00				\$500.00										\$500.00
67		Printing & Stationery		\$350.00				\$350.00										\$350.00
68		Secure storage and access to NZCF assets		\$2,600.00				\$2,600.00										\$2,600.00
69		Subscriptions		\$150.00				\$75.00										\$150.00
70		Trophy Engraving & Maintenance		\$1,000.00				\$500.00										\$1,000.00
71		Webmaster		\$7,200.00	\$19,200.00			\$4,000.00	\$11,200.00				\$19,200.00					\$19,200.00
72		Tournament Costs																
73		FIDE Titles		\$1,000.00				\$1,000.00										\$1,000.00
74		FIDE Rating Fees		\$1,500.00				\$750.00	\$1,500.00									\$1,500.00
75		Grand Prix		\$0.00				\$0.00										\$0.00
76		Olympiad net cost before donations		\$15,000.00				\$7,500.00	\$7,500.00									\$7,500.00
77	Objective 5.1	International Tournament Entries		\$15,000.00				\$7,500.00	\$7,500.00									\$7,500.00
78		Interschols		\$0.00				\$2,700.00										\$2,700.00
79		NZCF Congress		\$0.00				\$0.00										\$0.00
80		NZCF Congress		\$0.00				\$0.00										\$0.00
81	Objective 3.2	Norm Tournaments with Internationals		\$0.00	\$17,500.00			\$500.00	\$12,450.00									\$500.00
82		Training & Development																
83		PdC Online Seminar Costs		\$0.00				\$0.00										\$0.00
84		PdC Online Seminar Costs		\$500.00	\$500.00			\$500.00	\$500.00									\$500.00
85	Objective 3.1 & Objective 3.3	Olympiad & Junior Coaching - in person & Online			\$37,100.00				\$24,150.00									\$37,100.00
86		Operating Expenses																
87																		
88																		
89																		
90																		
91																		
92		Total Operating Profit			\$1,525.00				\$10,450.00									\$17,550.00
93		Non-Operating Expenses																
94		Depreciation		\$3,000.00				\$3,000.00										\$3,000.00
95		Prior Year Income		\$0.00				\$0.00										\$0.00
96																		
97																		
98																		
99		Net Profit			-\$1,475.00				\$7,450.00									\$14,550.00
100		BALANCE SHEET																
101		Bank		\$80,001.31				\$90,451.31										\$126,976.31
102		Total Current Assets		\$11,312.52				\$19,812.52										\$11,812.52
103		Total Fixed Assets		\$43,768.35				\$40,768.35										\$34,768.35
104		Total Assets		\$145,082.18				\$145,082.18										\$173,557.18
105		Total Liabilities		\$522.00				\$522.00										\$522.00
106		TOTAL EQUITY		\$144,560.18				\$140,560.18										\$173,035.18
107		CHANGE IN EQUITY			-\$4,475.00				\$5,950.00									\$10,550.00
108	Objective 5.2	CUMULATIVE CHANGE IN EQUITY			-\$18,442.82				-\$12,262.82									\$10,237.18

Page 2 –
**Forecast Budgets
2023 -2025**

7. COUNCIL REMITS FOR CONSTITUTIONAL CHANGE

Background:

The Incorporated Societies Act of 1908 is being replaced by an updated act in October 2022.

Some of the significant changes are:

- General meetings (Annual general meeting and Special General Meetings) may be held by electronic means (Zoom for example) by default unless rules specifically prevent it.
- The AGM is now called the AGM and must be held no later than 6 months from the end of the financial year and no later than 15 months since the last one
- Financial statements and annual report must be presented at the AGM.

Our current practice and Constitution do not meet the above new requirements and will have to change. The remits below are one of the steps in this process.

Remit 1:

Clause 3.5.1 in the Federation's constitution

3.5.1 YEAR END The Federation's financial year shall end on 30 June.

is amended to:

3.5.1 YEAR END The Federation's financial year shall end on 31 December.

Explanatory note: This is to align NZCF financial year with the majority of its affiliated clubs and with FIDE. It will facilitate more accurate and useful financial reporting in the annual accounts, particularly in events such as the FIDE Olympiad for example, where the income and expenditure falls within a single calendar year.

Transitional arrangement:

As the Federation's current financial year ends on 30 June 2023, the following financial reporting period will run from 1 July 2023 to 31 December 2023 i.e., it will be a half year or six-month reporting period. Thereafter, from 1 January 2024, each financial year will run from 1 January to 31 December.

A Special General Meeting will be required in October 2023 to approve the annual accounts to 30 June 2023.

Remit 2:

Clause 3.5.2 in the Federation's constitution

3.5.2 STATEMENT AND ANNUAL REPORT TO MEMBERS On or before 15th November each year the Council shall forward to all members an annual report on the working of the Federation and alterations to regulations during the year, together with a statement of income and expenditure and a balance sheet. is amended to:

3.5.2 STATEMENT AND ANNUAL REPORT TO MEMBERS On or before 31 January each year the Council shall forward to all members an annual report on the working of the Federation and alterations to regulations during the year, together with a statement of income and expenditure and a balance sheet.

Explanatory note: If the Federation's financial year runs from 1 January to 31 December (Remit 1), then it is not feasible to hold the AGM at Congress in January. There is a further remit (3) to move the AGM to March of each year. All dates relating to the AGM therefore need to adjust accordingly.

Remit 3:

Clause 3.7.1 in the Federation's constitution

3.7.1 HOLDING OF AGM The annual general meeting shall be held each year during the annual congress at the place where the congress is held unless otherwise decided at a previous general meeting. All other general meetings shall be called special general meetings. is amended to:
3.7.1 HOLDING OF AGM The annual general meeting shall be held each year in March at a venue to be determined by Council or by electronic means unless otherwise decided at a previous general meeting. All other general meetings shall be called special general meetings.

Explanatory note: If the Federation's financial year runs from 1 January to 31 December (Remit 1), then it is not feasible to hold the AGM at Congress in January. Current technology allows for meetings to be held online – this has an advantage in terms of costs as people do not have to travel to attend and therefore a larger number of those eligible are likely to attend.

Remit 4:

Clause 3.7.3 in the Federation's constitution

3.7.3 NOTICES OF MOTION Any business at an annual general meeting concerning clauses (h) and (i) of rule 3.7.2 requires notice of motion which shall be forwarded to the Secretary on or before the 31st October preceding the meeting. The Council shall have power to give notices of motion. is amended to:
3.7.3 NOTICES OF MOTION Any business at an annual general meeting concerning clauses (h) and (i) of rule 3.7.2 requires notice of motion which shall be forwarded to the Secretary on or before the 31 December preceding the meeting. The Council shall have power to give notices of motion.

Explanatory note: If the Federation's financial year runs from 1 January to 31 December (Remit 1), then it is not feasible to hold the AGM at Congress in January. There is a further remit (3) to move the AGM to March of each year. All dates relating to the AGM therefore need to adjust accordingly.

Remit 5:

Clause 3.7.4 in the Federation's constitution

3.7.4 NOMINATIONS OF COUNCILLORS Candidates for the election of President, Vice-president, Secretary, Treasurer and Councillors shall be nominated by an affiliated club or associate member and each nomination, signed by the nominee and an officer of the affiliate or associate member, shall be forwarded to the Secretary on or before the 31st October. All candidates nominated, except additional Councillors representing regional interests, shall reside in such a place that they can reasonably attend Council meetings in person. All Councillors shall retire from office at each annual general meeting. is amended to:
3.7.4 NOMINATIONS OF COUNCILLORS Candidates for the election of President, Vice-president, Secretary, Treasurer and Councillors shall be nominated by an affiliated club or associate member and each nomination, signed by the nominee and an officer of the affiliate or associate member, shall be forwarded to the Secretary on or before the 31st December. All candidates nominated, except additional Councillors representing regional interests, shall reside in such a place that they

can reasonably attend Council meetings in person. All Councillors shall retire from office at each annual general meeting.

Explanatory note: If the Federation's financial year runs from 1 January to 31 December (Remit 1), then it is not feasible to hold the AGM at Congress in January. There is a further remit (3) to move the AGM to March of each year. All dates relating to the AGM therefore need to adjust accordingly.

Remit 6:

Clause 3.7.5 in the Federation's constitution

3.7.5 NOTICE OF ANNUAL GENERAL MEETING On or before 15th November each year the Secretary shall forward to all members notice of the annual general meeting specifying notices of motion as required under rule 3.7.3 and nominations of candidates for office required under rule 3.7.4. is amended to:

3.7.5 NOTICE OF ANNUAL GENERAL MEETING On or before 15 January each year the Secretary shall forward to all members notice of the annual general meeting specifying notices of motion as required under rule 3.7.3 and nominations of candidates for office required under rule 3.7.4.

Explanatory note: If the Federation's financial year runs from 1 January to 31 December (Remit 1), then it is not feasible to hold the AGM at Congress in January. There is a further remit (3) to move the AGM to March of each year. All dates relating to the AGM therefore need to adjust accordingly.

Remit 7:

Clause 4.1.2 in the Federation's constitution

4.1.2 REFERRAL OF APPLICATION TO AGM If an objection to an application for acceptance as an affiliated club or associate member is received or, notwithstanding rule 4.1.1, an application is received by the Secretary after 30th September in any year, such application shall be submitted to the following annual general meeting. is amended to:

4.1.2 REFERRAL OF APPLICATION TO AGM If an objection to an application for acceptance as an affiliated club or associate member is received or, notwithstanding rule 4.1.1, an application is received by the Secretary after 30th November in any year, such application shall be submitted to the following annual general meeting.

Explanatory note: If the Federation's financial year runs from 1 January to 31 December (Remit 1), then it is not feasible to hold the AGM at Congress in January. There is a further remit (3) to move the AGM to March of each year. All dates relating to the AGM therefore need to adjust accordingly.

Remit 8:

Clause 4.4 in the Federation's constitution

4.4 LIFE MEMBERS The annual general meeting may elect any person to life membership in the Federation in recognition of especially meritorious service to chess in New Zealand. A candidate for life membership shall be nominated in writing to the Secretary by at least two affiliates on or before 31st October. Life members shall not thereby be entitled to vote at general meetings but shall otherwise enjoy the same rights and privileges as individual members of affiliated clubs. is amended to:

4.4 LIFE MEMBERS The annual general meeting may elect any person to life membership in the Federation in recognition of especially meritorious service to chess in New Zealand. A candidate for life membership shall be nominated in writing to the Secretary by at least two affiliates on or before 31st December. Life members shall not thereby be entitled to vote at general meetings but shall otherwise enjoy the same rights and privileges as individual members of affiliated clubs.

Explanatory note: If the Federation's financial year runs from 1 January to 31 December (Remit 1), then it is not feasible to hold the AGM at Congress in January. There is a further remit (3) to move the AGM to March of each year. All dates relating to the AGM therefore need to adjust accordingly

Remit 9:

Clause 4.7.1 in the Federation's constitution

4.7.1 REGISTRATION YEAR Notwithstanding rule 3.5.1 the Federation shall have a membership affiliation for the Calendar Year commencing on 1st January, but with membership fees calculated and paid retrospectively, at the end of the year. Affiliated Club Members shall pay membership fees by 31st December, and Associated Members shall pay membership fees by 28th February of the subsequent year. A member shall be regarded as unfinancial if Membership Fees are one month or more in arrears. is amended to:

4.7.1 REGISTRATION YEAR Federation shall have a membership affiliation for the Calendar Year commencing on 1st January, but with membership fees calculated and paid retrospectively, at the end of the year. Both Affiliated Club Members and Associate Club members shall pay membership fees by 31st December. A member shall be regarded as unfinancial if Membership Fees are one month or more in arrears.

Explanatory note: If the Federation's financial year runs from 1 January to 31 December (Remit 1), then the income stream should be aligned accordingly.

Remit 10:

Clause 3.8.2 in the Federation's constitution

3.8.2 CONVENING SPECIAL GENERAL MEETING On receipt of such a demand the secretary shall convene a special general meeting within six weeks. Notice of meeting specifying the business to be transacted and the time and place of the meeting shall be sent to all members at least 28 days before the meeting. is amended to:

3.8.2 CONVENING SPECIAL GENERAL MEETING On receipt of such a demand the secretary shall convene a special general meeting within six weeks. Notice of meeting specifying the business to be transacted and the time and place of the meeting shall be sent to all members at least 28 days before the meeting. Such a meeting may be held by electronic means.

Explanatory note: Current technology allows for meetings to be held online – this has an advantage in terms of costs as people do not have to travel to attend and therefore a larger number of those eligible are likely to attend.

Remit 11 withdrawn as a duplicate of remit 9.

Proposed amendments to the Federation's Supplementary Regulations

Remit 12:

Clause 2.1 in the Federation's Supplementary Regulations

2.1. AFFILIATION FORM The annual Club Affiliation form (downloadable from the NZCF website) must be completed and emailed to the NZCF Secretary by 1st March each year. It will include the following required information: Name and contact details of the Officers of the Club. Details of club meeting time and venue. Contact details that the Club agrees to have posted on the NZCF website. is amended to:

2.1. AFFILIATION FORM The annual Club Affiliation form (downloadable from the NZCF website) must be completed and emailed to the NZCF Secretary by 15 November each year. It will include the following required information: Name and contact details of the Officers of the Club. Details of club meeting time and venue. Contact details that the Club agrees to have posted on the NZCF website. Names of all club members (this is a declaration of club membership).

Following receipt of this form the Club will be invoiced by NZCF, with the invoice due for payment no later than 31st December. A Club must report and pay for additional members (who join 15th November – 31st December) no later than 31st December.

Explanatory note: This will enable the Federation's Treasurer to invoice for membership Levies in time for the clubs to make payment by 31 December. To align income with the Federation's proposed Calendar Financial Year (Remit 1)

Remit 13:

Clause 3.1 in the Federation's Supplementary Regulations

3.1. AFFILIATION FORM The annual Club Affiliation form (downloadable from the NZCF website) must be completed and emailed to the NZCF Secretary by 1st March each year. It will include the following required information: Name and contact details of the Officers of the Club. Details of club meeting time and venue. Any details that the Club may want posted on the NZCF website. Names of all club members. is amended to:

3.1. AFFILIATION FORM The annual Club Affiliation form (downloadable from the NZCF website) must be completed and emailed to the NZCF Secretary by 15 November each year. It will include the following required information: Name and contact details of the Officers of the Club. Details of club meeting time and venue. Any details that the Club may want posted on the NZCF website. Names of all club members (this is a declaration of club membership).

Following receipt of this form the Club will be invoiced by NZCF, with the invoice due for payment no later than 31st December. A Club must report and pay for additional members (who join 15th November – 31st December) no later than 31st December.

Explanatory note: This will enable the Federation's Treasurer to invoice for membership Levies in time for the clubs to make payment by 31 December. To align income with the Federation's proposed Calendar Financial Year (Remit 1)

Remit 14:

Clause 3.2 in the Federation's Supplementary Regulations

3.2 DUE DATE FOR MEMBERSHIP FEES Each Associated Member shall make payment to NZCF no later than 28th February to cover membership retrospectively for the preceding Calendar Year. is amended to:

3.2 DUE DATE FOR MEMBERSHIP FEES Each Associated Club shall make payment to NZCF no later than 31st December each year to cover Membership fees retrospectively for that Calendar Year.

Explanatory note: To align income with the Federation's proposed Calendar Financial Year (Remit 1)

Remit 15:

Clause 2.4 in the Federation's Supplementary Regulations

2.4 LIST OF CLUB MEMBERS Each Affiliated Club shall declare club membership numbers as at 15th November each year by emailing to the NZCF Secretary by 1st December a full list of names of Club Members. Following receipt of this list the Club will be invoiced by NZCF, with the invoice due for payment no later than 31st December. A Club must report and pay for additional members (who join 15th November – 31st December) no later than 31st December.

is removed – replaced by new wording in 2.1 (Remit 11)

Explanatory note: Clearer to read and interpret

Remit 16:

Clause 3.4 in the Federation's Supplementary Regulations

3.4 LIST OF CLUB MEMBERS Each Associated Club must declare club membership numbers as at 31st December each year by emailing to the NZCF Secretary by 31st January of the subsequent year a full list of names of Club Members. Following receipt of this list the Club will be retrospectively invoiced by NZCF, with the invoice due for payment no later than 28th February.

is removed – replaced by new wording in 3.1 (Remit 12)

Explanatory note: Clearer to read and interpret

8. COUNCIL REMITS FOR FEE INCREASE

Background:

The Federation is committed to professional and transparent management and accounting of member funds and other resources.

We have a stated goal of running the Federation at an operational surplus and using this surplus to:

- i. Execute new chess development projects
- ii. Invest a portion of surplus in reserves so that over time we earn a significant 'passive income' from actively managed funds.

Further, we are now developing and presenting forecast budgets linked to the Chess Development Plan. This is a new process for us and one that contains considerable room for error and debate. Still,

we are now budgeting predicable costs such as Olympiad support and initiatives such as systematic Junior coaching.

In FY2020-21 we made a small profit after depreciation. But last FY 2021-22 we made a net loss after depreciation of ca. \$13,000. Further, Olympiad 2022 net costs ca, \$ 13,000 will fall in the FY2022-23 which is forecast to break even. This is not financially prudent as it allows little scope for new projects and none for building reserves.

Potential fee increases were discussed at last year's workshop. The feeling was that fee increases should be incremental and that FIDE rating fee should remain on essentially cost-recovery plus small admin fee basis.

Council proposes that fees increase from the start of new FY 1st July 2023 as below. This will enable: - Our 'Olympic Squad' (that is a group of potential Olympiad representatives, Open & Women) to begin training long in advance of Olympiad 2024.

-Training new and upskilling Arbiters and Trainers so we have sufficient across the country to meet growing needs without relying on the same few people.

-Finally starting the Zoom School for coaching (Juniors and adults) long under development by Hilton Bennett.

On a related note, we foresee the time ca. 2024 or 2025 when Federation revenue will reach the threshold of \$60,000 requiring GDT registration. We have the professionalism to handle this but it has implication of GST being added to fees. Our Treasurer Richard Christie has appended a brief note on this subject.

Remit 1:

Supplementary Regulation 2 Membership: Affiliated Clubs

2.3 Amount

The amount payable to NZCF by the Club shall be calculated as \$10 for each individual Club member who belongs to the Club during the calendar year.

Is amended to:

2.3 Amount

The amount payable to NZCF by the Club shall be calculated as **\$15** for each individual Club member who belongs to the Club during the calendar year.

Remit 2:

Supplementary Regulation 3 Membership: Associated Members 3.3

Amount

The amount payable to NZCF by the Associated Member shall be calculated as \$10 for each individual Club member who belongs to the Club during the relevant calendar year. Is amended to:

3.3 Amount

The amount payable to NZCF by the Associated Member shall be calculated as **\$15** for each individual Club member who belongs to the Club during the relevant calendar year.

Remit 3:

Supplementary Regulation 7 Tournament Levies and Reports

7.1 Levy Rates

Tournament levies shall apply to all open tournaments rated by the Federation. The rates for each player shall be \$5 for: NZ Championship; NZ Major Open; NZ Seniors Championship; NZ Women's Championship; NZ Rapid Championship; North Island Championship; South Island Championship; North Island Rapid Championship; South Island Rapid Championship; Other Open Tournaments Is amended to:

7.1 Levy Rates

Tournament levies shall apply to all open tournaments rated by the Federation. The rates for each player shall be \$7 for: NZ Championship; NZ Major Open; NZ Seniors Championship; NZ Women's Championship; NZ Rapid Championship; North Island Championship; South Island Championship; North Island Rapid Championship; South Island Rapid Championship; Other Open Tournaments

Treasurer's Note

GST Implications when NZCF Annual Income is \$60,000

Current forecasts indicate that the NZCF will be required under current legislation to register for GST for the proposed financial year of 1 January to 31 December 2025 (income is forecast to be well over the GST threshold of \$60,000). It is possible this limit may be reached a year earlier.

Income below means income for the purposes of GST – so foreign income etc. is not included – effectively it is domestic income – levies, fees, charges, sale of goods etc.

GST may then be claimed back on expenses incurred by the Federation as well. It could also create an additional administration burden on the Treasurer.

Option 1

This means that 15% GST will be added to any fees, levies and other charges raised by the NZCF.

The proposed membership fee of \$15 will increase to \$17.25.

The proposed tournament levy of \$7 will increase to \$8.05.

FIDE Rating Fees, Interschools Levies, sale of equipment, sale of badges and certificates will all increase by 15% as well. This increase will be paid over to the IRD as GST, so does not affect the income raised by the Federation but remains an increased cost to the member clubs and tournament organizers.

Option 2

The Federation will keep fees, levies and other charges at the same price and absorb the GST. No increases therefore to the clubs, but less income for the Federation.

Nomination of John McRae for NZCF Life Member

Supported by North Shore CC (NSCC) and Papatoetoe CC (PTCC)



PTCC celebrated 50 years' service for John on 10th February 2002. He was widely known at the original Papatoetoe City Council, which was subsequently integrated into the Manukau City Council, then into Auckland Council. John kept up his relationships with the councillors throughout these changes, to ensure continued sponsorship to the Papatoetoe Chess Club. John started teaching chess in schools in 2012, and has continued leading the PTCC team with interschool competitions in South Auckland. He is the current Vice President of the Auckland Chess Association (ACA) and still actively organises the ACA Interclub events at Alexandra Park, which he has done since 1996.

NSCC recognises and appreciates John's long service to chess in Auckland and is delighted to support a nomination of John for LM of the NZCF. NSCC feels that such an honour is long overdue for John.



John's record of chess service at Papatoetoe CC and the ACA:

Started	Started with PTCC 1971
President	President 1975-80
Treasurer	Treasurer 1979-89
President	President 1984-1994
Committee	President 1992-2002
	Treasurer 1993-1997
	Treasurer 2005-2007
	President ACA 1996-2002
	Committee 2009-2022

Life Member PTCC 1996

Alexandra Raceway and Interclub 1996-2022

Organising Tournaments ACA 2002-2022

Vice President ACA 2002-2022

Remit for New Zealand Chess Federation, Inc., AGM, 2023

That a new section shall be added to the Supplementary Regulations

9. Complaints Procedure

9.1 All complaints shall be made in writing to the Secretary, who will act as Complaints Officer, and who shall submit same to the Council for consideration.

(a) The Council shall maintain a document on Complaints Procedure which shall be available to members. [NZCF Complaints_Policy.pdf]

(b) The Council shall maintain a document on Bullying and Harassment which shall be available to members. [NZCF_Bullying_Harassment_Policy.pdf]

Inc Soc Rules are being changed to require formal treatment of complaints. While the NZCF Handbook already contains a valid statement with regard to the treatment of appeals in tournaments, and regulations with regard to selection for International Competition, it does not have any formal process or guidance for other complaints. The documents for reference are based on those provided by NZ Sports for general use. North Shore CC has adopted a similar process in its own constitution and also instigated the adoption of the same material in the Auckland Chess Association constitution in 2022.

Complaints Policy

Commitment to Te Tiriti o Waitangi

New Zealand Chess Federation, Inc. recognises Te Tiriti o Waitangi as Aotearoa New Zealand's founding document.

New Zealand Chess Federation, Inc. is committed to upholding the mana of Te Tiriti o Waitangi and the principles of Partnership, Protection and Participation.

Values

Everyone involved in chess joins with good intentions and we are all expected to do our best to treat each other with respect and comply with our policies and rules. Despite this, problems sometimes arise.

Children and young people in particular must be cared for, treated with respect and their welfare placed at the centre of everything we do in chess.

New Zealand Chess Federation, Inc. knows everyone involved in chess is here because of a shared passion for chess and care for the people involved. When people involved in chess get into disagreements it can become a serious issue.

New Zealand Chess Federation, Inc. is committed to supporting everyone, including players, organisers, arbiters, coaches, volunteers, whānau and supporters, to participate in an environment that is respectful, safe, and fair.

New Zealand Chess Federation, Inc. acknowledges it is important to everyone involved to respond quickly, fairly and thoughtfully to address issues. People are entitled to raise concerns or complaints and to have those addressed promptly and fairly. No one should be punished or victimised for raising a concern or a complaint in good faith.

This policy is centred on equity, dignity, respect and maximising the potential of all people in chess. The following principles should be kept in mind when applying it:

- Respect for the culture(s) of the people involved including culturally appropriate processes being enabled to resolve complaints and restore relationships.
- Addressing problems informally and face to face, wherever possible.
- Treating others fairly, equally and in a way that keeps their mana intact.
- Maintaining relationships and keeping each other safe.

Purpose

This policy sets out the steps for raising and dealing with concerns and complaints. It aims to:

- support people to resolve minor issues on their own
- give clear guidance for making, dealing with and resolving complaints
- make sure the approach taken to dealing with complaints is fair, consistent including enabling cultural appropriate responses and processes.

Application

Who can make a complaint? Complaints can be made by or about anyone involved in New Zealand Chess Federation, Inc. This includes: volunteers, participants, supporters, club members, employees, service providers, and families/whānau of participants.

What can complaints be about?

Complaints may be made about things such as actions or decisions of organisation members or officials, processes not being managed well (or at all), low level disputes or disagreements between members, unprofessional or upsetting behaviour, or delays or failure to communicate about matters affecting a person.

Complaints may involve:

- organisation management issues
- conflicts of interest (including favouritism)
- unsporting behaviour of spectators
- disrespectful behaviour
- low-level bullying
- low-level sexual harassment
- discrimination
- abuse of power
- health and safety risks
- offensive/insulting language or behaviour.

This complaints process does not apply to misconduct of players during games (which would be dealt with by arbiters), or selection or eligibility decisions. The NZCF Handbook covers these issues in Section 1.10 (Appeals) of the chapter on Tournament Regulations, and in the chapter on International Competition.

Serious complaints (e.g. unethical, dishonest or illegal behaviour, harassment (sexual, racial or otherwise) bullying, health and safety risks, unlawful discrimination, and offensive/insulting language or behaviour) may be breaches of New Zealand Chess Federation, Inc. policies.

If you are unsure whether the Complaints Policy and Process applies to your situation, the Complaints Officer can provide guidance.

Informal resolution first

People are always encouraged to raise concerns directly with the person who has behaved in a way causing concern, unless there are safety reasons or the issue is too serious to try to resolve it this way. If you do not feel comfortable raising the complaint yourself, a support person can raise it with the person on your behalf.

Both parties involved should have a chance to be heard respectfully, and feel safe to be able to say what they want to say, keeping in mind the need to find ways to resolve issues and be able to work with one another in future. If self-managed informal resolution isn't successful or appropriate, it should be raised with the federation council, which, in consultation with the people involved, will put in place a culturally appropriate process to try to resolve it. This may include holding a facilitated meeting in a place, and following a process, that meets the needs of the people involved.

Formal complaints procedure

What do I need to do?

Formal complaints should ideally be made in writing, as soon as possible after the event(s). Where this is not possible, the complainant should be helped by the person receiving the verbal complaint to put it in writing.

Who do I make the complaint to?

If the complaint is about an organisation issue or about a member of the organisation, the complaint should be raised with the Complaints Officer.

If the official that the complaint would usually be made to is involved in the issue or has a conflict of interest, the complaint should be made or passed to another suitable person in authority, i.e. another council member.

How will I be treated?

A person making a formal complaint can expect to be treated in line with the following principles:

Fairness: Every person dealing with a complaint will remain neutral and listen to both sides of the story. Any action arising from a complaint will be reasonable in proportion to the seriousness of the complaint.

Respect: Every person involved in a complaint will be treated and is expected to act towards others with respect, dignity and in a culturally appropriate way. Complaints will be raised and handled sensitively, with a goal to preserve relationships by acknowledging each other's role and contribution to the sport.

Communication: Every person involved in a complaint will be regularly kept up to date on progress and the outcome.

Confidentiality: Information relating to a complaint will not be shared with any other person without consent, unless fair process or the law require the information to be shared with a person or an authority. This will be discussed with the person providing the information.

Restoration: The goals of the complaints process are to resolve the particular complaint, restore people's mana and maintain positive relationships within the organisation and across the sporting and wider community.

Acknowledgement: Every person involved in a complaint will be asked to recognise the importance of acknowledging any fault or mistakes, the hurt this has done and if necessary, give a genuine apology.

Support: Both the person making the complaint and person complained about should have access to support throughout a complaint process. Everyone involved in a process may be accompanied by chosen family/whānau and/or other support people.

What is the process for resolving my complaint?

The Complaints Officer should acknowledge receipt of the complaint as soon as it is received. It is always best to send a written acknowledgement to the person making the complaint so they know their complaint has been received and is being taken seriously.

An initial contact should be made to discuss the next steps, support and any child welfare or safety concerns the complainant has. The complainant should be asked how they would like their complaint addressed, the process they would prefer and what outcome they are seeking.

It is important that the person who receives the complaint explains to the complainant that to resolve the complaint fairly to everyone involved, they will usually need to tell the person or organisation of the complaint made against them, give them all relevant information and discuss a process for resolving the complaint. If the person is under 18, their parent/guardian must also be notified. If the complainant is not willing to have their complaint or identity shared with the person or organisation concerned, other ways to resolve the complaint will have to be discussed.

The person who made the complaint and any other relevant people may be asked to give further information in a way that is comfortable to them (face-to-face, with support person or people if desired, by phone, videocall or email).

Complaints should be raised with the person who is complained about in a way that preserves the dignity and mana of that person, their whānau and wider community.

The decision makers will usually meet separately with the person making the complaint and the person complained about. These meetings will be at a time and place and run according to a protocol/agenda that suits everyone, to the extent possible. People may be accompanied by chosen family/whānau and/or other support people.

These meetings should take place as soon as possible. Where it is not possible to meet face to face, the meeting can be held by phone or videocall if people agree and have access to technology.

Decisions should be made in a careful, reasoned way that is justified on the facts and is consistent with any rules that apply.

The decision makers would be the federation council.

The decision should be recorded in writing with a simple explanation of:

- the issue
- any applicable policy or rule
- the process followed
- the facts and any evidence relied on
- any submissions or explanations by anyone involved
- the decision (complaint upheld or not upheld)
- the reason for the decision
- any penalty or outcome
- any recommendations for repairing relationships.

Note, that although most people involved in chess are volunteers, some are employees. If someone is an employee, they need to have a written employment agreement, and must be treated fairly under New Zealand employment law if any decision is being made about their employment. Contractors (who are not employees) need to be treated fairly and reasonably, and consistent with the terms of their contract. Volunteers should be treated fairly, reasonably and respectfully in making any decisions about their conduct or participation in the sport.

Communicating the outcome

The decision makers will provide a copy of the decision to the person or people the complaint is about, and the complainant, and outline any appeal process. The outcome should be discussed so the parties understand the decision and why it was made, and what will happen next.

The people affected by the decision (the complainant, the person or people complained about, family/whānau and wider community) may have strong feelings about the outcome and the impact on their reputation, rights or mana. There should be a discussion about what steps can be taken to restore relationships and mana of everyone involved. Support should be explored, especially if there are any concerns about health, wellbeing or safety.

All matters related to a complaint should be recorded in writing and placed on a confidential complaint file including the complaint, any response to the complaint, notes of any meetings or conversations, relevant documents, committee minutes, the decision and any outcome. The details of all complaints will be kept confidential unless otherwise agreed between the parties.

Preventing Bullying and Harassment Policy

Commitment to Te Tiriti o Waitangi

New Zealand Chess Federation, Inc. recognises Te Tiriti o Waitangi as Aotearoa New Zealand's founding document.

New Zealand Chess Federation, Inc. is committed to upholding the mana of Te Tiriti o Waitangi and the principles of Partnership, Protection and Participation.

Values

New Zealand Chess Federation, Inc. values the diversity of the people involved in its activities.

New Zealand Chess Federation, Inc. aims to provide a safe and enjoyable environment for everyone involved in its activities. People are expected to show respect and courtesy in their interactions with others.

Children and young people in particular must be cared for, treated with respect and their welfare placed at the centre of everything we do in chess.

New Zealand Chess Federation, Inc. recognises those involved in its activities cannot enjoy themselves or perform to the best of their abilities if they are being bullied and/or harassed. It is aware bullying and harassment affects the health, safety and wellbeing of people.

Purpose

This policy aims to:

- support an environment where all people are treated with dignity, respect and courtesy, free from bullying and harassment
- provide a process to deal with bullying and harassment by or toward those involved in New Zealand Chess Federation, Inc.

Application

This policy applies to anyone involved in New Zealand Chess Federation, Inc. and its community.

This includes: volunteers, participants, supporters, club members, employees, service providers, and families/whānau of players. Anyone involved in chess can raise a concern about bullying towards them or another person. We encourage people to speak up for themselves and for other people. If you see it, call it out.

Bullying

What is bullying? Bullying is repeated, unreasonable behaviour directed towards a person or a group of people that can have a significant impact on them. It may create a risk to their physical and/or mental health and safety. The person or people acting in this way may not intend to cause harm or may not see their behaviour as bullying. The focus should be on stopping behaviour that is unreasonable and makes people feel bullied.

Repeated behaviour can involve a range of actions over time. Some of those actions might be small and by themselves might not seem serious. Taken together over time, however, they can add up and undermine a person's self-confidence or make them feel unsafe. A single incident of unreasonable behaviour is not considered bullying, but it could escalate and should not be ignored.

Unreasonable behaviour means actions or behaviour that is not justified in the circumstances.

The following are examples of some of the behaviours that may be bullying in the context of activity/sport:

- constant blaming for mistakes, whether real or not
- unreasonable demands or orders
- punishment that is out of proportion, unfair or dangerous

- shouting and yelling where it is not necessary to be heard, or angry
- constant criticism or nit-picking
- 'rules' made up or enforced differently for different people
- name-calling, insults, swearing, sarcasm
- threats of violence or other inappropriate behaviour
- ignoring accomplishments
- taking credit for others' achievement
- isolating, excluding from coaching, events, messages
- physical violence, rough touching
- spreading gossip or rumours, including on social media
- frequent teasing or horseplay that goes too far and causes a person distress
- sending intimidating or abusive emails or text messages, including via social media
- withholding information, assistance or equipment that a person needs to perform
- overloading a person with work and/or setting unrealistic deadlines.

Harassment

Sexual harassment and racial harassment are defined in the Human Rights Act 1993 (and Employment Relations Act 2000). They are unlawful ways of treating other people. We will take any allegations of harassment seriously as it has no place in chess. Behaviour that does not reach the legal standard of sexual harassment or racial harassment may still be inappropriate, unprofessional and hurtful and will be addressed. New Zealand Chess Federation, Inc. is committed to ensuring everyone is safe and treated respectfully.

Sexual harassment

Sexual harassment means any form of sexual attention or behaviour that is unwanted and offensive to a person, whether it is a serious one-off incident or less serious behaviour that is repeated. The person who finds sexual behaviour offensive does not have any obligation to tell the person behaving this way that it is offensive or to stop. If someone does say they are finding behaviour unwelcome and offensive, that is a clear sign to stop and make sure it does not happen again. Sexual harassment can involve a person in a position of authority (a coach, supervisor, arbiter, team manager or other official) asking a person for sexual activity, with a promise or threat (direct or implied) attached. The promise might be of selection or promotion, money, gifts or a benefit of some sort, in return for sexual activity. A threat might be about missing out on an opportunity, e.g. selection for an event, or a punishment, for the person or someone they know, if the sexual activity is refused.

Other sexual harassment can be using words, language, pictures or physical behaviour that is sexual, unwanted and offensive to the person receiving it. It might be sending someone sexual pictures or recordings, having nude posters or screensavers visible, talking about or playing porn, making sexual jokes or comments, persistently asking someone out when they make it clear they are not interested, intrusive questions about sex, touching or sexual assault (rape).

Someone who is experiencing unwanted sexual behaviour can find it embarrassing and intimidating, as well as annoying or confusing. They might find it difficult to ask the person to stop or tell them it is offensive. People sometimes will laugh at jokes or smile and say they don't mind, even though the behaviour is unwanted and offensive. These reactions do not mean the behaviour is okay. It will be

sexual harassment if the person experiencing it finds it unwelcome and offensive, even if they say nothing at the time.

Mutually agreed sexual behaviour between consenting adults is not unlawful and will not breach this policy. However, requests for sexual activity or relationships can be unprofessional or exploitative, especially if there is a power or age imbalance or a reporting

Racial harassment

Racial harassment occurs when a person is subjected, for reasons of race, colour, nationality or ethnic origin to behaviour that might reasonably be perceived by the receiver to be offensive or unwelcome. Racial harassment can include any of the following:

- telling offensive jokes involving race, colour, ethnic origin or nationality
- teasing or comments about cultural differences
- offensive labels
- making derogatory remarks about groups or the attributes of groups on the basis of race, colour, ethnic origin or nationality.

Racist comments, jokes, stereotypes or insults, or abuse because someone is from another culture or religion are never acceptable. People might be feeling uncomfortable or unsafe, even if some people laugh or feel they can't call the behaviour out. It is up to everyone in activity/sport to take personal responsibility for stopping this behaviour by calling it out if they see it and also taking it on board if someone calls them on it. It is not the responsibility of people who feel they are being racially abused to correct the behaviour, but they can call it out if they feel safe and comfortable.

What isn't bullying or harassment?

Occasional differences of opinion, conflicts and problems in relationships are part of life and do not necessarily represent bullying or harassment. Fair management, coaching, managing under-performance, or other legitimate actions in line with New Zealand Chess Federation, Inc. policies and procedures are not harassment or bullying.

These are some examples of behaviours that are usually not seen as harassment or bullying:

- one-off or occasional instances of forgetfulness, rudeness or tactlessness
- friendly, occasional banter, light-hearted exchanges, non-sexual mutually acceptable jokes and compliments
- issuing reasonable instructions, in a reasonable way, and expecting them to be carried out
- warning or disciplining someone in line with New Zealand Chess Federation, Inc. policies
- insisting on high standards of performance; legitimate criticisms about activity/sporting or work performance (not expressed in a hostile, harassing manner)
- giving honest feedback and requiring justified performance improvement
- expressing opinions that are different from others
- free and frank discussion about issues or concerns in New Zealand Chess Federation, Inc., without personal insults
- targeted affirmative action policies or reasonable accommodation and provision of work aids for disabled people

- a single incident of low-level unreasonable behaviour.

If behaviour is not repeated or unreasonable and so might not be bullying, but it causes a person in the activity/ sport distress, there is still a problem to be discussed in a calm way, to stop it becoming a more serious problem. The behaviour might be affecting one person, but it could also be affecting many others, directly or indirectly.

Informal resolution

Any person who feels they or someone else is being bullied or harassed can:

- discuss the situation with family/whānau/other support person
- following that discussion, decide how they would like to address the behaviour.

People are always encouraged to raise concerns directly with the person who has behaved in a way causing concern but only if that feels safe and likely to be helpful. Otherwise, asking an organisation official or family/whānau member to help raise the issue and seek a constructive conversation is a good idea.

Both parties involved should have a chance to be heard respectfully and feel safe to be able to say what they want to say, through both informal and formal processes.

If direct resolution isn't appropriate or successful, the issue should be raised with the relevant organisation committee, which, in consultation with the people involved, will put in place a culturally appropriate process to try to resolve it. This may include holding a facilitated meeting in a place and following a process that meets the needs of the people involved.

Informal processes might not be suitable, for example if the behaviour is violent or threatening, involves someone very senior or people are scared of being punished for raising a concern.

It is important any person involved in an informal resolution process is supported to feel safe in the process. Anyone involved can have family/whānau support throughout the process. If anyone changes their mind about being involved the process, that must be respected.

Making a formal complaint

People who want to make a formal complaint about behaviour they are experiencing, or they see happening to anyone else should follow the complaints procedure outlined in the Complaints Policy and Procedure (referred to in the Tournament Regulations chapter of the NZCF Handbook).

People can also make a complaint about sexual or racial harassment to the Human Rights Commissioner. If behaviour is sexual or indecent assault, violent, threatening or cyberbullying, people can complain to the New Zealand Police. Employees can also raise a personal grievance in accordance with the Employment Relations Act 2000.

Anyone in a position of authority in New Zealand Chess Federation, Inc. who receives a complaint or becomes aware of a serious issue of bullying or harassment needs to take steps to support the people involved, ensure everyone is safe and make sure the issue is addressed by the appropriate person or committee.