

**POLICY**

**DEVELOPMENT**

**POLICY**

DRAFT

## **1. POLICY STATEMENT**

The purpose of this policy is to establish guidelines with respect to the development, modification and implementation of Pickleball BC policies.

## **2. CONTEXT/BACKGROUND**

Pickleball BC policies are generally developed from a Provincial view but may have club applications and inferences. Affiliated Clubs shall have a review opportunity before any policy is implemented at the Provincial level.

## **3. APPLICATION**

This policy shall apply to all Pickleball BC policy development and implementation.

## **4. ROLES / RESPONSIBILITIES**

Development of Pickleball BC policies is generally within the purview of Pickleball BC. Policy requirements may come via various government directives, Pickleball Canada or Affiliated Club initiatives or self awareness.

Pickleball BC will develop policies wherever possible fitting within the form and purview of this Policy. Affiliated Clubs and individual members may be asked for input as required but shall always be afforded a review opportunity.

The Pickleball BC Board shall, by majority vote, exercise final approval and implementation of all Pickleball BC new or modified policies.

## **5. IMPLEMENTATION**

On instigation of a policy development project one of the first tasks shall be consideration of the collaboration and implementation reach out.

There is no standard or 'must follow' other than a plan needs to be in place at the start of a policy development project.

Suggested timelines for a policy development project:

- Initial work prior to first Board draft copy = 2 months
- Board review period = 2 weeks
- Edit draft = 2 weeks
- First Affiliate Club / member review period = 2 weeks
- Assimilate feedback into the policy wording = 2 weeks
- Final Affiliate Club / member review period = 2 weeks
- Final copy complete = 2 weeks
- Board approval = 4 weeks

It is recognized that for various reasons the timeline for a particular policy may be accelerated or extended. In particular simple modifications or corrections are not expected to be time consuming. Documentation should be maintained to validate the timeline decision.

## **6. RESULTS**

This development and implementation plan should be consulted when considering a policy modification or development (new) task.

## **7. COMING INTO FORCE**

This policy shall come into force 2022-08-31.