



# Derbyshire Netball Association

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## CONSTITUTION

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# **DERBYSHIRE NETBALL ASSOCIATION CONSTITUTION**

## **1 NAME**

- 1.1 The Association shall be called Derbyshire Netball Association. The County Association will use the approved England Netball logo and branding as determined by the Board of Directors of England Netball and/or the Derbyshire Netball logo and branding as determined by the County Management Board from time to time.

## **2 OBJECTIVES**

- 2.1 The County will be bound by the policies and procedures of, and is accountable to, the East Midlands Regional Management Board, for the growth and development of the game in Derbyshire in line with plans and strategies approved by the East Midlands Region Netball Association.
- 2.2 The County will serve as a forum to co-ordinate activities, organise competitions, arrange technical courses and elect representatives to serve on Regional Committees in line with plans and strategies approved by England Netball.

## **3 VISION & MISSION STATEMENT**

- 3.1 The County Association supports and endorses the East Midlands Region's vision, mission and strategic goals.
- 3.2 The County Association's own mission statement is: To establish netball in the county as a high profile sport in all disciplines with a financially sustainable governing body that promotes "Netball for Life" and develops athletes, coaches, officials and volunteers.

## **4 GUIDING PRINCIPLES**

- 4.1 The County Association will:
- 1) always place the participant at the heart of everything we do and provide the best quality service we can, but we will balance that with the need to grow and manage a sustainable County Association.
  - 2) value and respect the contribution and needs of our volunteers who are integral to our success.
  - 3) be innovative and progressive in our thinking, always connecting short-term actions to medium-term strategies and long-term goals striving to improve the quality and standard of what we do and how we do it.
  - 4) work together with the East Midlands Region Netball Association as 'one team aligned to one dream' for the benefit of netball within the county and as such we will succeed or fail together.
  - 5) work in partnership and collaboration with East Midlands Region Netball Association where there is a mutual benefit in terms of operations effectiveness and efficiency, value for money and added value for participants in netball.
  - 6) develop, enable and encourage programmes and activities that have a positive and beneficial impact on the lives of netball participants within Derbyshire.
  - 7) establish integrated planning and process pathways that enable, rather than constrain, service excellence.
  - 8) recognise and celebrate individual and collective contributions and success.

## **5 MEMBERSHIP OF THE ASSOCIATION**

5.1 The members of Derbyshire Netball Association shall comprise:

Each club registered to Derbyshire as their Primary County  
Members of the County Management Board (CMB)  
Individual Members of the County

5.2 Voting members of Derbyshire Netball may make nominations and vote in the elections for the County Management Board.

5.3

## **6 COUNTY MANAGEMENT BOARD**

6.1 Structure of the County Management Board

6.1.1 The business of Derbyshire Netball shall be managed by the County Management Board.

6.1.2 The County Management Board shall comprise:

- (a) Chair
- (b) Vice-Chair
- (c) Secretary
- (d) Treasurer
- (e) 4 General Members
- (f) Membership Secretary
- (g) [County Resolution Lead](#)
- (h) Lead of each Technical Support Group (TSG)
- (i) 2 Members appointed by the County Management Board who may or may not be in membership of England Netball.

(a) – (h) must be [members of England Netball](#)

6.1.3 Members of the County Management Board should not be paid members of England Netball.

6.1.4 The England Netball Partnership Manager and Netball Development Officer are co-opted non-voting members and will be able to attend meetings.

6.1.5 Minutes of the meeting will be taken by the [Secretary](#) or, in [their](#) absence, another member of the Board.

6.1.6 The County Management Board may from time to time allocate certain areas of responsibility to members of the County Management Board.

6.1.7 The County Management Board may fill any vacancy that may occur during the year. If this involves filling an elected position then that person, if willing to stand, may offer themselves for election at the next Annual General Meeting following their initial appointment without nomination

6.1.8 The County Management Board shall meet a minimum of 4 times a year.

6.1.9 Each member of the County Management Board as listed in 6.1.2 a-h will have one vote. In the event of a tie in votes cast on any item of business the Chair of the meeting shall have a further casting vote.

6.1.10 Five members present and entitled to vote shall form a quorum.

6.1.11 A post on the County Management Board may be vacated if:

- (a) The Member concerned resigns their post by notice to the County Management Board
- (b) They shall be absent for more than 2 meetings throughout the year without justifiable reason
- (c) They are requested to resign by a vote of the County Management Board

6.1.12 The members of the County Management Board will be reimbursed by the County Association at Derbyshire Netball Association Travel and subsistence rates for travel, accommodation and other expenses incurred by them in connection with meetings of the Board or other approved business of the Board.

## 6.2 Role of the County Management Board

6.2.1 The principle role of the County Management Board is to plan, support and co-ordinate the development of the game within Derbyshire in a manner that meets the requirements of Regional plans and strategies determined by England Netball whilst engaging with the Region to formulate and implement plans responding to the specific needs of the game within the county.

6.2.2 The County Management Board will work with England Netball, County and Regional Staff to deliver national targets according to the county needs and will be accountable to the East Midlands Regional Netball Association for the use of such funds in achieving these targets as and when required.

6.2.3 The County Management Board will provide direction, support and guidance to Clubs and sporting partnerships to ensure that the overall policies and strategies for the development of the game are communicated consistently and effectively to Clubs and that any additional funding opportunities within the county are identified and secured and used in line with England Netball, Regional and County priorities.

6.2.4 The County Management Board may at the request of England Netball or the Regional Management Board nominate appropriate individuals to serve on any national or regional working, standing or technical committees established by England Netball.

6.2.5 The County Management Board may establish Technical Support Groups (TSGs) as may be deemed necessary and determine their membership and terms of reference in line with the Bye-Laws.

6.2.6 The County Management Board shall have the power to make, alter add to and revoke Bye-Laws of the County Association, provided that such Bye-Laws or any alterations, or revocation shall not be effective until the earlier of:

- (a) Approval at the Annual General Meeting or
- (b) Three months after passing of an appropriate resolution by the Derbyshire County Management Board

## 6.3 Elections to the County Management Board

- 6.3.1 At the AGM Members of the County Associations would consider and vote on the list of nominations received for:
  - (a) Chair
  - (b) Vice-Chair
  - (c) Secretary
  - (d) Treasurer
  - (e) [Membership Secretary](#)
  - (f) [County Resolution Lead](#)
  - (g) 4 General Members
- 6.3.2 Officers standing for re-election do not require re-nomination. In the event that a vote is required for any position, details of any relevant experience should be made available to members.
- 6.3.3 Each nomination should be accompanied by a completed nomination form available from the website or secretary highlighting appropriate experience. Appointments would be by simple majority. Nomination forms must be returned to the Board 28 days before the Annual General Meeting
- 6.3.4 A voting member cannot be a paid member of staff of England Netball
- 6.3.5 Immediately after the AGM the County Management Board shall meet to approve the TSG Leads and determine the Appointed Members

## **7 HONORARY MEMBERS**

- 7.1 Special service to Derbyshire Netball Association may be recognised by the appointment of a President and Vice-President(s). Appointments are made by the County Management Board
- 7.2 Honorary Members, who for the purpose of the Constitution shall be deemed to be Members of England Netball, shall be eligible to attend all General Meetings of the County in a non-voting capacity and receive such rights and privileges as determined by the County Management Board.

## **8 GENERAL MEETINGS OF THE COUNTY (AGMs and EGMs)**

- 8.1 The Annual General Meeting:
  - 8.1.1 The Annual General Meeting shall be held annually on a date to be determined by the County Management Board.
  - 8.1.2 The date of the Annual General Meeting shall be fixed and reported not less than 56 days prior to the date of such meeting. Agenda and motions shall be circulated not less than twenty-one days prior to the meeting to each member of the County Association. The County Secretary will be responsible for circulating notices to each Member of the County Association and each member of the CMB. Each Member shall be responsible for notifying their nominated representatives.
  - 8.1.3 The Chair, or Vice-Chair, of the County Association shall act as Chair of the Annual General Meeting. If neither is present, a Chair shall be elected from among those members of the County Management Board present at the meeting.
  - 8.1.4 Ten members present and entitled to vote shall form a quorum.

8.1.5 Business to be transacted at the Annual General Meeting shall be:

- (a) To receive reports;
- (b) To elect those members of the County Management Board who have been nominated in accordance with paragraph 6.3.3, each of whom shall hold office to the end of the General Meeting at which her/his successor is appointed;
- (c) To consider any proposed resolution submitted in writing to the County Secretary not less than 21 days before the date of the Annual General Meeting, which has been proposed by one County Member and seconded by another County Member;
- (d) To receive the independently inspected accounts of Derbyshire Netball Association

## 8.2 Extra-Ordinary General Meeting

8.2.1 An Extra-Ordinary Meeting may be convened at any time provided that either:

- (a) by order of the County Management Board or
- (b) upon receipt of a written request from 6 or more of the County Association Members entitled to vote at a General Meeting stating the purpose for which a meeting is required and setting out any resolution that it is desired to propose;

8.2.2 An Extra-Ordinary Meeting shall be convened within 28 days from receiving the request, giving no less than 10 days notice.

8.2.3 Ten members present and entitled to vote shall form a quorum

## 8.3 Voting at General Meetings (AGMs and EGMs)

8.3.1 The following shall be entitled to attend, speak and vote at a General Meeting (AGM or EGM) of the county:

- (a) An appointed person from each club in membership of England Netball
- (b) Eligible voting Members of the County Management Board

8.3.2 The following shall be entitled to attend and speak at a General Meeting (AGM or EGM) but shall not be entitled to vote:

- (a) Honorary Members of the County Association
- (b) The Regional Chair or RMB Representative
- (c) The England Netball Partnership Manager
- (d) Directors of England Netball
- (e) The County Development Officer
- (f) Any member of England Netball whose primary county is Derbyshire
- (g) A representative from Derbyshire Schools Association

8.3.3 Voting procedure at General Meetings (AGM or EGM) shall be as follows:

- (a) Each person entitled to attend and vote shall be permitted to cast one vote;
- (b) No proxy voting will be allowed
- (c) No postal voting will be allowed
- (d) A simple majority of those present and entitled to vote shall be required to pass any resolution. The Chair of the meeting shall have a casting vote in the case of an equality of votes.

## **9 FINANCE**

- 9.1 The financial year shall end on 31st July
- 9.2 Each Club shall pay an annual subscription to the County which shall be due on the 1st September
- 9.3 The membership fee shall be decided by Derbyshire Netball Association as laid out in the County Associations Bye-Laws

## **10 AMENDMENTS TO THE CONSTITUTION**

- 10.1 Proposals to alter the constitution shall be submitted in writing to the County Secretary no later than 28 days before the AGM, by a member of Derbyshire Netball Association, seconded by another member.
- 10.2 No alteration or addition to the constitution shall be made except by special resolution passed at a General Meeting (AGM or EGM) with not less than two-thirds of the votes cast being in favour.

## **11 DISCIPLINARY PROCEDURE**

- 11.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **12 ANTI-DOPING POLICY**

- 12.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **13 SAFEGUARDING YOUNG PEOPLE IN NETBALL POLICY**

- 13.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **14 DBS DISCLOSURE INFORMATION AND INFORMATION SHARING PROTOCOL**

- 14.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **15 RECRUITMENT OF EX-OFFENDERS POLICY**

- 15.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **16 DATA PROTECTION AND PRIVACY POLICIES**

- 16.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **17 ANTI-BULLYING & HARASSMENT POLICY**



- 17.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **18 COMPLAINTS AND CUSTOMER CHARTER POLICY**

- 18.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **19 EQUALITY POLICY**

- 19.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **20 WHISTLE BLOWING POLICY**

- 20.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **21 CODES OF CONDUCT**

- 21.1 The county Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **22 SOCIAL MEDIA POLICY**

- 22.1 The county Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **23 GDPR**

- 23.1 The County Management Board adopt England Netball current policies and procedures.  
Go to [www.englandnetball.co.uk](http://www.englandnetball.co.uk)

## **24 INTERPRETATION**

- 24.1 For the avoidance of doubt, all policies adopted in clauses 11 to 23 shall, where applicable, be interpreted as if the County Association were the principal of the policy, by way of example only, if a policy states a complaint should be sent to England Netball's Office, it should be sent to the County Association's Secretary. In the event of any confusion on processes please contact a member of the Derbyshire Netball Association County Management Board for further guidance.

## **25 ARBITRATION AND MATTERS NOT PROVIDED FOR**

- 25.1 If any dispute shall arise on the interpretation of this Constitution or the need arises to deal with any matter not provided for in this Constitution, reference shall be made to the Chair of the County Association who shall refer the same to the East Midlands Regional Management Board whose decision shall be binding on all parties.

**26 DISSOLUTION**

26.1 In the event of dissolution, any assets remaining after the satisfaction of all debts and liabilities shall be dealt with in a manner to be determined by resolution of a general meeting so as to promote the objects of the County or of some organisation with kindred aims. In the event of there being a deficit, the general meeting shall decide how it should be met.

**27 ACKNOWLEDGEMENT**

27.1 Members acknowledge that these rules constitute a legally binding contract to regulate the relationship of the Members of the County Association.

**28 GOVERNING LAW & JURISDICTION**

28.1 This Agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.