

**BYELAWS FOR THE
WELSH NETBALL ASSOCIATION: CYMDEITHAS PEL-RWYD CYMRU**

Approved at AGM June 30th 2018

The Welsh Netball Association is the governing body for Netball in Wales and these Byelaws shall be the Byelaws of the Association as determined by the Board of Directors as set out in the Articles, Clause 22

Terms used in these Byelaws shall have the same meaning as those defined in Clause 1 of the Articles

1. RIGHTS AND OBLIGATIONS OF MEMBERS (Refer Article 3)

1.1 Members shall have the following and any other rights as determined by the Board:

1.1.1 Each voting member shall be entitled to receive the Annual report and Accounts

1.1.2 Each voting member and junior club member may enter tournaments, trials, courses and awards upon payment of any additional charges associated with that activity

1.2 The membership year will be from 1st September until 31st August

1.3 Membership fees shall be determined annually by the Board and ratified by the Membership (Refer Articles Clause 4)

1.4 Membership fees shall be paid by 30th September. Fees paid before this may be subject to discount as determined by the Board.

1.5 New Members may join at any time during the year

1.6 Members will be advised of Membership renewal procedures via their Club Secretary, or registered address if not attached to a club

1.7 Membership application will be used to collect any membership information and data required to allow the Association to adhere to the Equality Policy adopted by the Board

1.8 Teachers and Lecturers are not affiliated to the WNA through their place of employment, but must affiliate as an individual if they wish to benefit from Membership rights

2. AREA ASSOCIATIONS (Refer Article 3.6)

Area Associations shall:

2.1 Affiliate annually to the WNA

2.2 Abide by the Articles of Association and any other regulations in force

2.3 Not have the power to alter the Rules of the Game

2.4 Not have the power to overrule decisions of the Board

2.5 Have the power to have separate School and Open Associations

2.6 Ensure that the rules of leagues and tournaments within their auspices provide that every player participating shall be a Member of the Welsh Netball Association

2.7 Advise the Welsh Netball Office of the names and addresses of its Officers, Area Coaches and any persons undertaking specific responsibilities within the Area, along

with the contact details of the person to whom notification of General Meetings will be sent

2.8 Send one representative to all General Meetings of the WNA

2.9 Organise trials, matches, leagues and tournaments for their Members

2.10 If requested, act as WNA's agent for the collection of annual fees from Members

2.11 Ensure that all relevant information from the WNA is communicated to all its members

2.12 Enter National Championships organised for Area teams if wished

3. INDIVIDUAL SCHOOLS/COLLEGES/UNIVERSITIES

Each Member shall advise the WNA of the name and details of the contact to whom notification of General Meetings will be sent

4. OFFICERS (Refer Article 6)

4.1 Officers may attend all International matches and National Super League matches under the control of the WNA free of charge

4.2 Honoraria payments may be made to Officers of the Association or any other individual as agreed by the Board

5. APPOINTMENT OF DIRECTORS (Refer Article 7&8)

5.1 A skills analysis of the Board will be undertaken by the Board and Company Secretary as soon as possible after the AGM. This will identify any skill gaps and enable the Board to decide upon the competency-based requirements to be advertised for the appointment of up to seven additional Directors

5.2 All Directors have equal rights and responsibilities

6. STANDING COMMITTEES/PANELS (Refer Article 16)

6.1 The Terms of Reference are contained in separate appendices to these Byelaws, but are considered part thereof (Refer Appendices 1,2,3,4,5,6)

6.2 The Chair of each Committee/Panel shall be appointed by the Board

6.3 Voting Members will be appointed to Committees/Panels as set out in Clause 8 of these Byelaws

6.4 Voting members will be appointed for a period of two years and shall be eligible for re-appointment after serving their period of office

6.5 All members shall comply with the WNA's Conflict of Interest Policy. Declarations of interest must be requested at the beginning of every meeting by the Chair and any raised must be noted and the action taken recorded in the minutes

6.6 Each Committee/Panel shall have the power to co-opt any number of persons to discuss specific agenda items

6.7 The quorum for all Committees/Panels, shall be 50% (rounded up to a whole number) of voting members

6.8 Working groups may be set up as and when required

6.9 The Minutes of each Committee/Panel meeting shall be sent to the CEO prior to circulation

6.10 All Committees/Panels shall report to the Board

7. NOMINATIONS AND ELECTIONS of OFFICERS (Refer Article 7)

7.1 Approved application forms will be made available via the WNA website, or by post if requested

7.2 Members put forward for election must be nominated and seconded by voting Members of the Association

7.3 Forms, completed by the nominee, proposer and seconder, must be sent to the CEO by personal delivery, post or email, by the due date

7.4 Proxy voting forms (Refer Annex A to Articles) will be available via the WNA website, or by post if requested

7.5 No electronic signatures will be accepted

8. APPOINTMENT OF VOTING MEMBERS TO COMMITTEES/PANELS

8.1 Chairs of Committees/Panels shall be appointed by the Board and shall be endorsed by the WNA membership at the appropriate AGM

8.2 Application forms will be made available via the WNA web-site or by post if requested

8.3 The Chair of any working group set-up by a Committee/Panel shall be selected from amongst the skills-based Board Directors

9. GENERAL MEETINGS (Refer Articles 12,13 &14)

Notification of the date, time and venue of General Meetings will be placed on the website and sent electronically or by post to all Members

10. PLAYING QUALIFICATIONS Players

eligible to play for Wales shall be:

10.1 Registered playing members of the Association

AND either

10.2 Born in Wales

OR

10.3 Of Welsh parentage i.e. mother, father or legal guardian or, from the AGM 2015, having one or more Welsh grandparent/s

OR

10.4 Resident in Wales for one year immediately prior to being selected to play for Wales. "Resident" is defined as an unbroken period of residency in Wales. Once the terms of residency have been met and representation taken place, the player retains eligibility status provided that the commitment to Wales is maintained.

10.5 For Age group teams only, those aged 19 or under attending school or a further education establishment in Wales

10.6 For World Championships, World Youth Championships and the Commonwealth Games, other eligibility rules may apply that take precedence over these Byelaws

11. SELECTION POLICY

11.1 Selection for any Welsh representational team shall be undertaken in accordance with the WNA's Performance Strategy

11.2 WNA criteria will be used in the selection process

11.3 Players will be selected into a particular squad or team at the discretion of the Head Coach in collaboration with the Head of Performance and a selection panel

11.4 In a situation where more than one Welsh age group team is in competition at the same time, priority for selection will be at the discretion of the Head Coach in collaboration with the Head of Performance and a selection panel

12. APPOINTMENT AND REVIEW OF WNA COACHES

12.1 The Head Coach shall be responsible for the training of the Welsh Open and Celtic Dragons teams

12.2 Age Group Coaches and Assistant Coaches may be appointed for a period of up to 2 years, with performance reviewed annually

12.3 All Assistant Coaches and Age Group Coaches will be approved by the Board following recommendation by the Performance Panel

12.4 The Performance Panel will provide criteria for the Senior Management Team to assess the performance of Coaches (Refer Appendix 6)

13. APPOINTMENT AND REVIEW OF TEAM MANAGERS

13.1 Team Managers may be appointed for a period of up to 2 years, with performance reviewed annually

13.4 The Performance Panel will provide criteria for the Senior Management Team to assess the performance of Team Managers (Refer Appendix 6)

14 SELECTORS

14.1 The Performance Panel will recommend Selection Panels to the Board for approval

14.2 Each panel will include the Head of Performance as Chair, the relevant Coach(es) and suitably experienced persons

14.3 Selectors may attend all Home International and Super League matches under the control of the WNA

15. PAYMENT OF EXPENSES

15.1 All scales of payment of expenses and subsistence for salaried staff will be agreed by the Board following recommendation by the Staff Management Team and the Finance and Audit Panel

15.2 All scales of payment of expenses and subsistence for Officers, Committee/Panel members, squad officials, umpires, and players will be agreed by the Board following recommendations by the CEO

15.3 At the discretion of the Board, expenses and subsistence may be paid for travel to and from WNA training sessions, matches, Committee/Panel meetings, working groups and other sanctioned events

15.4 Receipts will be required for all claims for travel by public transport, for meals out and for commercial accommodation

15.5 An agreed hosting allowance per person, per night, for bed and food, may be claimed when accommodation is made available

16 ANTI-DOPING

16.1 The offence of doping is strictly forbidden

16.2 The WNA has a doping policy in line with the World Anti-Doping Authority and IFNA regulations.

16.3 All WNA players, squad officials, umpires, medical personnel and administrators must acquaint themselves with the doping regulations and sign and return documents as appropriate

17 DISCIPLINARY COMMITTEE, POWERS AND PROCEDURES (Refer Article 5 and Appendix 3)

17.1 The Disciplinary Committee shall be appointed by the Board and shall consist of two Directors of the WNA, one of whom shall take the Chair, and one representative from one of the Association's other Committees/Panels.

17.2 After fully investigating the alleged misconduct the Disciplinary Committee shall take such action as it thinks appropriate and shall advise the Board of that decision within five days of the hearing.

18 INDEPENDENT APPEALS COMMITTEE and APPEALS PROCEDURES (Refer Article 5 and Appendix 5)

18.1 The Independent Appeals Committee will be set up by the Board and consist of three independent and impartial persons, one of whom shall not be involved in Netball in any way.

18.2 A Member subject to a decision of the Disciplinary Committee shall have the right of appeal and shall do so in writing within ten (10) days of notification of that decision

18.3 The Appeal must be sent to the CEO along with the reasons for the Appeal and with appropriate documentation

18.4 The Appeal must be accompanied by a £100 deposit, which will be refunded if it is upheld.

18.5 If all existing procedures have been exhausted, any further dispute will be referred to the Sports Dispute Resolution Panel within seven (7) days.

19. SAFEGUARDING POLICY

The Association has a clearly defined Safeguarding Policy to which Members are expected to adhere

20. DELEGATION OF POWERS

The Board may delegate such of its powers as are necessary to facilitate the operation and management of the Association

21. SPECIAL DATES

21.1 No activity will be organised on the day of the AGM unless it is at the same venue and breaks for the period of the meeting

21.2 No squad training sessions or matches will take place at the same time as Home internationals

21.3 No activity will be programmed for the same age group or the age group below on National Championships days

22. AMENDMENTS (Refer Article 22)

No amendments to these Byelaws shall be made save in accordance with the Articles of the Association

APPENDICES: -

Appendix 1 Commercial Panel

Appendix 2 Development Panel

Appendix 3 Disciplinary Committee Appendix 4

Finance and Risk Panel Appendix 5 Independent

Appeals Committee Appendix 6 Performance

Panel Appendix 7 Board of Directors