netball VICTORIA

2022

Affiliation and Membership Policy

ASSOCIATIONS / LEAGUES

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1. PURPOSE OF THIS POLICY

The purpose of this policy is to outline the expectations and requirements of:

- Netball Victoria's (NV) affiliates regarding affiliation with and membership of NV;
- the process for affiliates renewing or applying for affiliation;
- the process for individual members renewing or applying for NV membership;
- the process for teams to register for short season competitions; and
- the respective roles and responsibilities of NV and affiliates.

2. DEFINITIONS

AFFILIATED ASSOCIATION
means a not-for-profit incorporated association or company limited by guarantee which has an interest in Netball and is recognised as such by NV.

COMMUNITY MEMBER means a body incorporated under legislation and which has an interest in Netball and is recognised as such by NV.

MEMBER an individual who has paid the relevant fee through Netball Connect to register to a competition operated by an Affiliated Association or Community Member.

COMPETITION is a competition operated by an Affiliated Association or Community Member, of which all individuals are members.

SHORT SEASON means a competition with 10 rounds or less including finals, where individuals pay a team fee to participate.

ENTRANT means an individual who registers for a short season competition or pays a single game fee to participate in a competition. An entrant is not a Member of NV.

AFFILIATED CLUB means a Club affiliated with the Affiliated Association.

BORDER ASSOCIATION/LEAGUE means an Affiliated Association who conducts competitions in a cross-border community.

3. NETBALL VICTORIA

NV is the peak state sporting body for netball in Victoria and is affiliated with Netball Australia (NA). NV exists to improve people's lives and its vision is to grow and diversify its revenue streams in order to reinvest more into the netball community each year.

NV works to:

- identify and meet the needs of netball players, coaches, umpires, officials, volunteers, Associations, Leagues and Clubs; and
- develop opportunities to attract more people to be involved in our game to grow the sport.

3.1 Netball Victoria's Strategic Plan 2019 - 2022

Strategic Driver – A Lifelong Love of Netball

- Netball remains the most popular team sport for girls and women in Victoria
- Netball connects communities
- Our Netball Family

- A deeply rooted connection to our Heritage and Traditions
- Transforming how our Community Engages with Netball

Strategic Driver – Being Member Centric
Our members are central to our work
- NV is a voice for girls and women in sport
- That our Board and staff are highly capable and responsive to our community

Strategic Driver – Victorian Netball Dominance
- Our pathway from junior to elite supports development and peak performance at every level
- The Victorian 'way': Our Melbourne Vixens are the most successful netball team in the SSN League (on court success) and set the global standard of play

Strategic Driver – Building our Netball Economy
- Enable the Victorian netball economy to flourish
- A diverse and sustainable revenue generating model to strengthen NV's financial position
- The Melbourne Vixens are the most successful team in the SSN competition (on and off court success).

4. BENEFITS OF AFFILIATING WITH NETBALL VICTORIA

4.1. Associations and Leagues that affiliate with NV are entitled to a range of benefits and services. The following outlines some of the benefits and services provided through affiliation:
- Coach Development and Pathways – access to courses, resources, workshops, accreditation, talent identification (TID) and networking opportunities.
- Umpire Development and Pathways – access to courses, resources, workshops, accreditation, talent identification (TID) and networking opportunities.
- Player Development and Pathways such as NetSetGO, clinics, talent and Victorian Regional Academies of Sport (VRAS) academies, State Teams, TID, competitions and tournaments.
- Competitions conducted by NV including the State events calendar.
- Community Development – Diversity and inclusion programs, Sporting Schools Program, training and education, resources, support, and information.
- Affiliate Services – Management and administration resources and information, governance and policy resources and information, association development information, education, training and support.
- Technology Systems and Tools - Netball Connect support, resources, training and education.
- Facility Development – technical information and support, planning, development and project management support, funding application and advocacy for facility development.
- Regional and Metropolitan Development – Staff located in the field to provide support, information, and resources to assist in building and strengthening relationships within the community to support participation growth and advocate for the advancement of netball facilities, programs and activities.
- Opportunities to access new and innovative netball participation opportunities through Netball Victoria's range of programs including Short Season competitions.
- Each Affiliated Association has full voting rights as defined in the NV Constitution. Community members do not have voting rights.

4.2. Associations and Leagues that affiliate with NV are covered under NA's National Insurance Program for Public Liability, Professional Indemnity, Personal Accident and Association Liability (including Directors and Officers cover).

4.2.1 All registered, financial members will be covered for Personal Accident Insurance in accordance with the NA Personal Accident Insurance Policy and membership terms and conditions stated within this policy.

4.2.2 Coaches and umpires will only be covered for professional Indemnity insurance if they maintain a current accreditation in their respective disciplines and have a current NV membership.

5. CONDITIONS OF AFFILIATION

5.1. Each Affiliate must pay an annual NV Affiliation Fee by the date stated on the invoice.

5.2. Complete the current NV Affiliation Form administered via the NV Customer Relationship Management (CRM) system. This includes the updating contact details of position holders at the Association/League and acknowledging they have read, understood, and agree to the policy of the current affiliating year.

5.3. Each Affiliate is required to:

- administer a competition where all participants are NV members (a competition must consist of four or more teams)
- comply with the NV Constitution and other relevant NV policies
- ensure that their most recent constitution and by-laws are uploaded on their CRM portal
- upload, where applicable, their annual financial return and their audited financial statements on their CRM portal provided by NV
- manage individual membership through Netball Connect
- actively manage its members by providing sound governance and management practices as per its constitution and by-laws and appropriate NV policies, regulations and Codes of Conduct.

5.4. Affiliates are expected to proactively promote and manage the expected standards of behaviour by all members and any others participating or engaging in their competitions or netball programs and activities. This is particularly applicable to managing appropriate behaviour standards of parents and spectators in regard to children and young people, with particular emphasis on meeting the seven child safety standards and working towards transitioning to the eleven standards effective 1 July 2022.

5.5. Any Affiliate who is in contravention of this policy or any other NV Regulation, Policy, Fair Play Code of Conduct as amended from time to time, may be subject to disciplinary measures, suspension, fines, or expulsion as determined by the various NV Regulations, Policies, Fair Play Codes of Conduct or Constitution as applicable as determined by NV.

5.6. NV, in the interest of netball, retains the right to exercise its discretion with regard to affiliation conditions.

6. AFFILIATION FEES

6.1 Affiliation Fees are determined by NV membership size:

Netball Victoria 2022 Affiliation Fees
(valid from 1 January 2022 – 31 December 2022)

SMALL ASSOCIATION (<500)	MEDIUM ASSOCIATION (501-1000)	LARGE ASSOCIATION (>1000)
$250	$275	$300

6.2 Affiliates must pay the annual affiliation fee to NV by the date indicated on the affiliation invoice.

6.3 Failure to pay the invoiced amount to NV by the specified due date will render the affiliate and its members un-financial until payment has been rectified. The consequences of non-payment will affect the affiliate and its members' rights to participate in any NV competition, until the outstanding monies have been paid in full. If an affiliate does not pay the annual affiliation fee within thirty days of the due date, its membership shall lapse, and they may be required to reapply for affiliation in accordance with the NV Constitution.

7. MEMBERSHIP FEES & TYPES

All members of an Affiliated Association must be registered with NV under one of the following registration types. Players, coaches, umpires, or those with an on-court role must be registered under a Senior, Junior, NetSetGO or All Abilities registration type.

Netball Victoria 2022 Memberships (valid from 1 January 2022 – 31 December 2022)

All members of an Affiliated Association must be registered with NV under one of the following registration types. Players, coaches, umpires, or those with an on-court role must be registered under a Senior, Junior, NetSetGO or All Abilities registration type.

CATEGORY	DEFINITION	PRICE
Senior	Players, Umpires, Coaches & Bench Officials Born on or before 31/12/2004 (**18 years & over)**	$80.00
Junior	Players, Umpires, Coaches & Bench Officials Born between 01/01/2005 – 31/12/2011 (**11-17 years)**	$60.00
All Abilities (AA)	Persons who hold a valid concession card for a disability pension and/or is eligible for support under the NDIS scheme.	$60.00
NetSetGO (NSG)	Those born on or after 01/01/2012 (**5-10 years)** *Refers to the ALL participants in the **Net Tier** (Skills and Activities) as well as the **Set and GO Tiers** (modified competition).* *Please note: This price is inclusive of the participant pack*	$76.00
Walking Netball	Players born on or before 31/01/2011 **(11 years and over)** and participating in a Walking Netball program or competition.	$20.00
Off the Court	Committee Members, Administrators, Volunteers, Parents & Spectators (noting players, coaches, umpires, and bench officials must be a current Senior, Junior or AA member)	$48.00

Prices are inclusive of GST. **Please note players 8 years of age and younger must register as a NSG participant.**

8. PRODUCT REGISTRATION FEES & TYPES

Product Type	Definition	Cost (Incl GST)
Short Season Fee	Players born on or before 31/01/2011 **(11 years and over)** and participating in a short season	**$135.00**
Single Game Fee (Senior)	Single game insurance coverage only; Players & Umpires, born on or before 31/12/2004 (**18 years & over)**	**$5.00**
Single Game Fee (Junior)	Single game insurance coverage only; Players & Umpires born between 01/01/2005 – 31/12/2011 (**11-17 years)**	**$3.00**

9. REGISTRATION OF INDIVIDUAL MEMBERS

9.1 By registering in Netball Connect, individuals consent to becoming a member of NV, and in doing so agree to comply with all applicable Policies, Regulations and Codes of Conduct.

9.2 Affiliates must ensure that individual members are registered in Netball Connect.

9.3. Each individual member must enter valid and accurate data during the online registration process.

9.4 All individuals must register via the online registration form. Once submitted online, the person registering immediately becomes a member for the current year and are insured through NA's National Insurance Program.

9.5 Individuals that do not complete the online registration process, will not be covered by NA's National Insurance Program until Netball Connect shows the individual as a financial member for the current year.

9.6 All umpires and coaches must have a full membership (Senior/Junior/AA). Full membership is required to be covered by professional indemnity insurance and to be eligible to participate or officiate in an Association or League competition or program (including NetSetGO).

9.7 All Committee members who do not hold a Senior, Junior or All Abilities membership may register as Off the Court members. This membership is offered to those Association, League or Club members that have an administrative role, such as President, Secretary, or similar role, providing them coverage under the NA National Insurance Program.

9.8 Individuals who participate in a walking netball program or competition must have a Walking Netball membership or a full membership (Adult/Junior/AA). A Walking Netball membership does not entitle the holder to play, coach or officiate in any other competition type.

9.9 The registration period runs from 1 January to 31 December each year. If the Affiliates' competition runs into the next calendar year (i.e., October 2022 to March 2023) members will need to purchase a 2023 NV membership.

9.10 Where an individual participates in more than one affiliated competition, the primary registration will be the first entry registered into Netball Connect for that individual for the current year. Each subsequent entry will be known as the secondary registration.

10. SHORT SEASON COMPETITIONS

10.1. Affiliates may apply to NV to offer a Short Season competition in addition to traditional competitions. All Short Season competitions must be approved by NV.

10.2. A Short Season competition can run for no more than 10 weeks including finals.

10.3. Multiple short season competitions are permitted in the same calendar year.

10.4. Affiliates who operate a Short Season competition are exempt from the Short Season license fee.

10.5. A NV Short Season team registration fee, per Short Season competition will apply.

10.6. No discounts will apply for participants who are current NV Members. Short Season team registration fees will not apply as credits towards NV Membership.

10.7. By registering into a Short Season competition, entrants agree to the terms and conditions of the competition, all applicable Policies, Regulations and Codes of Conduct of the Association/League and NV.

10.8. All individual entrants must register via the online registration form provided by the Association/League. Once submitted, the person registering immediately becomes an entrant for that Short Season competition only. Individuals are insured through NA's National Insurance program for injuries sustained during games played in that Short Season competition only and does not include training or transport to and from matches. Entrants do not have access to the range of benefits afforded to NV members, including access to pathway competitions and development, member only events, discounts, and other benefits as offered from time to time.

10.9. NV will consider requests from Clubs to conduct Short Season competitions where they have the support of their Association to do so and where it is deemed appropriate by NV.

11. PAYMENT OF AFFILIATION, TRADITIONAL MEMBERSHIP AND SHORT SEASON FEE

11.1. Affiliates and their Clubs must register their bank account details in Netball Connect to enable Stripe Payments to be used for the collection of NV fees, affiliate~~,~~ and club fees.

11.2. Affiliates may be invoiced for NV Members registered through Netball Connect, should an issue with the online payment gateway occur.

11.3. If payment is required by direct debit, an invoice detailing the amount will be sent to the affiliate at least 14 days prior to the direct debit being processed. Affiliates are required to make payment in full by the NV invoice due date.

11.4. Failure to make payment of the invoiced amount by the specified due date will render the Affiliate and the relevant NV Member(s) and entrants as un-financial until payment has been rectified. The consequences of this action will affect the affiliates', members' and entrants' right to participate in any NV competition, until the outstanding monies have been paid in full.

11.5. Affiliates agree that NV, or its authorised representative, may conduct an audit of their membership records and those of their Clubs to ascertain membership numbers, registration types, accuracy of registration details and an individual's financial registration status. Such audits will also be undertaken by NV confidentially and in accordance with privacy laws.

12. REFUNDS

12.1. Individuals who register to the competition of an Affiliate become a member of NV for the current year and an assumption is made that they have taken the court either for training or competition purposes. A refund will not be available.

12.2. Non-selection in a team does not entitle an individual to a refund.

12.3. Membership refunds will not be paid prior to the membership being paid for by either the individual or the Affiliate.

12.4. No membership refund will be given where a member has made a sports injury insurance claim.

12.5. Membership refund requests must be submitted via Netball Connect. Where a refund relates to a duplicate payment, evidence will be required.

12.6. Refunds may be considered under NV's hardship policy. Extenuating circumstances may be considered upon request to the Affiliate Services Manager.

12.7. Single Game Fees will not be refunded and are not transferrable.

12.8. Short season team registration fees are non-refundable.

13. TRIALLING MEMBERS

13.1. NV supports introductory netball programs which encourage new participants to participate. NV provides access to NA's National Insurance program for individuals participating in these events as trialling members.

13.2. NV defines a trialling member as a person who participates in any of the following:

- 13.2.1. NV Community Clinics
- 13.2.2. Traing Like a Vixen Cinis
- 13.2.3. Come and Try Days
- 13.2.4. Gala Days
- 13.2.5. Any other event or program as determined by NV

13.3. Participants must be notified that they are trialling members for the purpose of that event. Documents must stipulate those participants are trialling members and state a period of trial.

13.4. A trial period can be **no more than four sessions** of the specific event/program.

13.5. Trialling Members will be covered for Personal Accident Insurance under the National Insurance Policy, for the duration of the event they are participating in.

13.6. To enable an insurance claim, the following details must be recorded as evidence of participation:

- 13.6.1. date of event
- 13.6.2. event venue/location
- 13.6.3. Club/Affiliate delivering the event
- 13.6.4. participant's full name, date of birth, address, email, and phone number

It is not necessary to send these details to NV but in the unfortunate event of an injury occurring and a claim being made you will be contacted to provide this information.

14. SINGLE GAME FEES (SGF)

14.1. SGF are available to players and umpires who play or umpire one off matches. SGF must be purchased online through the Affiliate or Clubs' online registration form prior to taking the court.

14.2. Individuals registering under SGF are not members of NV and are not entitled to NV member benefits other than personal accident insurance for the nominated game.

14.3. SGF are not valid for players or officials participating in Victorian Netball League or other NV pathway competitions or development programs.

14.4. SGF are non-refundable and cannot be transferred.

14.5. There is no limit to how many SGF a participant can purchase unless stipulated in the Affiliate's by-laws.

14.6. SGF can be used in finals matches unless stipulated in the Affiliate's by-laws.

15. INTERSTATE MEMBERS

With the exception of cross border members, individuals who are a member of an interstate Member Organisation are still required to pay their NV membership if they are participating in an affiliated Victorian competition.

Cross border Affiliated Associations must seek proof of Netball NSW or Netball SA membership prior to an interstate member playing in their competitions. Where proof of membership cannot be confirmed the individual will be required to become a NV member.

16. ROLES AND RESPONSIBILITIES

16.1. NV will:

(a) Secure the ongoing development of netball in Victoria by continuing to develop and implement its strategic and operational plans.

(b) Identify and reduce the barriers that impact netball participation in Victoria.

(c) Actively promote and market the sport of netball and work to assist affiliates to profile and grow netball at a local level.

(d) Manage and maintain the affiliation system, inclusive of the technology platform - Netball Connect.

(e) Appropriately manage personal information provided as part of Affiliation and NV Membership to ensure it is collected, used, and disclosed in accordance with the Netball Australia Privacy Policy

(f) Cover affiliates under the National Insurance policy.

(g) Build on the capabilities of Associations, Leagues, Clubs through providing information and support, relevant professional development and capacity building education opportunities for the NV volunteer and paid workforce.

(h) Develop and deliver progressive coach, umpire, bench official, player development and talent identification programs and opportunities.

(i) Support affiliates across Victoria with information and guidance on matters pertaining to netball.

(j) Coordinate and manage NV events, competitions and new product offerings.

(k) Provide leadership in the development of netball specific policies and procedures.

(l) Respond promptly and professionally to issues raised and requiring NV office and/or Board attention.

(m) Providing relevant resource materials and information on the NV website

(n) Provide support and information to NV Members and affiliates subject to the provisions of the Constitution and Regulations of NV.

16.2. **Affiliates will:**

(a) Complete NV's requirements by the due deadline.
(b) Agree to NV's Affiliation Policy and make payment of annual invoice by the due date.
(c) Submit all supporting documentation as requested by the due date.
(d) Be a not-for-profit incorporated association or company limited by guarantee.
(e) Administer netball competitions.
(f) Have a specific netball constitution as modelled on the NV Sample Constitution Template, and by-laws as modelled on the NV Sample by-laws template which are aligned to the purposes of NV and the NV Constitution. Sample documents as published on the NV website.
(g) Recognise and adhere to the latest published versions of the NV Constitution, Policies, Regulations and Procedures, as available on the NV website.
(h) Recognise and support the authority of NV in all matters pertaining to netball in the state of Victoria as determined by the NV Constitution.
(i) Promptly respond to requests from NV.
(j) Abide by the Child Safety in Netball Policy and Code of Conduct, including ensuring the Working with Children Check provisions are always observed.
(k) Proactively promote and manage the expected standards of behaviour by all members and any others participating or engaging in competitions or netball activities. This is particularly applicable to managing appropriate behaviour standards of parents and spectators with regard to children and young people.
(l) Provide a safe, fair, and inclusive environment for everyone involved in netball within your Association or League.
(m) Promote, circulate, and encourage adherence to the above outlined policies and procedures to all Clubs, Teams, members and participants within your Association or League.
(n) Register all players and officials during the current calendar year; collect all required data pertaining to the registered players and officials; and pay relevant membership fees.
(o) Be a financial member of NV by payment of all affiliation fees levied by NV by due date.
(p) Support initiatives and strategies in the NV Strategic Plan, including NV Events, Programs and Guidelines and Policies and Procedures.
(q) Act as a positive advocate for netball and NV in the local community.
(r) Proactively communicate with NV on issues of concern.
(s) Update contact details in the NV CRM at the time of key contact personnel appointment/change or after the AGM.
(t) Ensure information provided by NV to the Affiliate is appropriately shared with Clubs and NV Members who form part of the Association or League.