

NETBALL VICTORIA



2018

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 in regard to Affiliation and Membership;
- the process for affiliates renewing or applying for affiliation
- the process for individual members renewing or applying for NV membership; and
- the roles and responsibilities of NV and affiliates.

2. WHAT IS AN AFFILIATED ASSOCIATION?

An affiliated Association or League is a not for profit incorporated association or company limited by guarantee which has an interest in netball.

3. NETBALL VICTORIA

3.1. What is Netball Victoria?

NV exists to enrich Victorian communities through the sport of netball. NV is the sport's peak state body and is responsible for the management and development of netball across Victoria.

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

NV is an affiliated member of Netball Australia and supports the growing netball participation community of over 209,000; including over 113,000 members across the state.

NV's mission is to enrich Victorian communities through the sport of netball, with the vision of more people involved in netball more often.

3.2. Netball Victoria's Strategic Objectives

3.2.1. Netball Victoria's Strategic Plan for Success 2014 - 2018:

(a) Goal 1 – Increase Participation in the game

- Providing more entry level programs for juniors and children
- Introducing new programs designed to get people into or back into netball
- Developing new netball programs around fitness and fun
- Removing barriers to participation
- Creating new ways for people to engage with netball

(b) Goal 2 – Build our Capacity, People and Places

- Creating facilities for netball
- Growing strong and skilled Associations, Leagues, Clubs, volunteers and staff
- Forming sound strategies, financial management and governance
- Achieving success on the court for Victorian athletes, teams and officials

(c) Goal 3 – Grow the Support for our Sport

- Growing the positive media and community profile of netball
- Increasing our corporate partnerships
- Working well with government and government bodies
- Getting more people involved in netball – more fans and increased membership sales for our Melbourne Vixens

3.2.2. What will the success of NV's Strategic Plan look like?

- More people involved in netball as players, administrators, participants, coaches, officials and volunteers;
- More types of netball for people to enjoy;
- Satisfied Associations, Leagues and Clubs, participants, partners, sponsors, government and staff – all of whom increase their support for our goals;
- Success for Victorian teams, athletes and officials on the national and international stage;
- Financial sustainability so we can continue to invest in our sport;
- Accessible, safe and compliant netball facilities;
- Increased positive profile of NV and the Melbourne Vixens; and
- Connection and engagement with our netball community.

4. BENEFITS OF AFFILIATING WITH NETBALL VICTORIA

4.1. Association and Leagues that affiliate with NV are entitled to a wide range of benefits and services. The following outlines some of the benefits and services affiliates can access from Netball Victoria:

- 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 and camps, Zone and VRAS Academies, State Teams, TID, competitions and tournaments.
- Competitions and Tournaments such as Association Championships, State Titles and Victorian Netball League.
- Community Development – Inclusion Programs, Sporting Schools Program, training and education, resources, support and information.
- Member Services – Management and administration support and information, governance and policy resources and information, MyNetball database support and training and development.
- Facility Development – technical information and support, planning, development and project management support, funding application and advocacy for facility development.
- Regional Development – Regional staff based in Bendigo, Shepparton, Morwell and Geelong to provide support and information, assist in building and strengthening relationships within the community and advocate for advancements in netball at a regional level.
- Access to NV's new participation products such as Rock Up Netball, Fast5, Net4Kids and Netacise.
- The Voting delegate has full voting rights on behalf of your affiliate members as per the NV Constitution.

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

4.2.1 All registered financial members will be covered for Personal Accident Insurance in accordance with Netball Australia 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 financial NV membership.

4.3. A "border Association/League" is defined as any affiliate whose headquarters are located within 100kms of the nearest Victorian state border.

4.3.1 Where a "border Association or League" chooses to affiliate, and have full participation in any competition and/or have access to other NV services (with the exception of school programs), they are required to affiliate and register all their members through MyNetball.

5. CONDITIONS OF ASSOCIATION/LEAGUE AFFILIATION

- 5.1. Each Association/League must pay an annual NV affiliation fee. Such fee must be lodged by 31 January of the current affiliating year.
- 5.2. Each affiliated Association/League is required to:
 - Administer a competition (a competition must consist of four or more teams)
 - Acknowledge they have read, understood and agree to this [Policy](#) by 31 January of the current affiliating year (via the online 2018 NV Affiliation Form)
 - Complete the online form to include Association/League and Club contact details.
 - Publish their constitution and bylaws on their website, provide an electronic copy or hyperlink to NV via the online form.
- 5.3. It is a requirement of all affiliates to manage their individual memberships using the MyNetball database.
- 5.4. Any affiliate that is in contravention of this policy or any other NV policy, as amendment from time to time, may be subject to expulsion, suspension or fines as determined by the NV Constitution.

6. REGISTRATION OF INDIVIDUAL MEMBERS

- 6.1. Registered members consent to becoming a Member of the Club, Association, League and Netball Victoria and agree to all applicable policies.
- 6.2. Affiliates and clubs must ensure that each of their individual members are in MyNetball and are a financial member for the current year.
- 6.3. Each individual member must enter valid and accurate data during the online registration process.
- 6.4. All individual members must register via the online registration form at Association, League or Club level. Once submitted online, you immediately become a financial member for the current year and are insured through Netball Australia's National Insurance Program.
- 6.5. Individuals that do not complete the online registration process, will not be covered by the National Insurance Program until MyNetball shows the individual as a financial member for the current year.
- 6.6. All umpires and coaches need to have a full membership (Senior/Junior/AA). Full membership is also required to be covered by professional indemnity insurance and to be eligible to participate in an Association or League competition or program (including NetSetGO).
- 6.7. It is recommended that committee members register under the "Off the Court" membership. This membership is offered to those Association or League members that have an administrative role; such as president, secretary, time keeper or similar role and will be covered by the Netball Australia National Insurance Program.
- 6.8. The registration period runs from 1 January to 31 December each year. However, if the affiliated Association or League competition runs into the next calendar year (i.e. October 2017 to March 2018) members will be covered by the Netball Australia National Insurance Program for that competition only until its completion.
- 6.9. Where an individual appears on more than one affiliate list, the **primary** registration will be the first entry registered into MyNetball for that individual for the current year. Each entry after will be known as the **secondary** registration.
7. By registering to become a Member you consent to becoming a Member of your Club, Association, League and Netball Victoria and agree to all applicable policies.

7. MEMBERSHIP REFUNDS

- 7.1. Individuals who complete an online registration, instantly become a financial member for the current year and an assumption is made that they have taken the court either for training or competition. A refund will not be awarded.
- 7.2. Netball Victoria reserve the right to assess refund applications for extenuating circumstances that are received by the individual through the refund application process as stipulated on the Netball Victoria website.

- 7.3. No membership refunds will be given where a member has made a Sports Injury Insurance claim during this period. Note: to make a valid insurance claim, individuals must be a current financial member of Netball Victoria. The decision of the refund application will be made by the Netball Victoria Member Services Manager.
- 7.4. Memberships refunds will not be paid prior to the membership being paid for by either the individual or the Associations, League or Club.

8. PAYMENT OF MEMBERSHIP AFFILIATION FEES

- 8.1. Affiliates will be invoiced for every member registered through MyNetball, for each invoicing period (as outlined in Appendix A – Batching Dates)
- 8.2. With regards to direct debiting, an invoice detailing the amount will be sent to each affiliate at least 14 days prior to the direct debit being processed.
- 8.3. Affiliates are required to make payment in full by the Netball Victoria invoice due date.
- 8.4. Failure to make payment of the invoiced amount to Netball Victoria by the specified due date will render the affiliate and their members as un-financial until payment has been rectified. The consequences of this action can affect the affiliates right to participate in any Netball Victoria pathway competition, until the outstanding monies has been paid in full.
- 8.5. All affiliates agree to Netball Victoria, or its authorised representative, to randomly conduct an audit of its member’s records and those of their clubs to ascertain membership numbers, membership categories, accuracy of registration details and the person’s financial registration status.

9. AFFILIATION FEES

- 9.1. 2018 Netball Victoria Affiliation Fee is \$220 (incl. GST)
- 9.2. Any affiliate that have not paid their affiliation fee by 31 January of the affiliating year will become unaffiliated until payment is made.

10. NETBALL VICTORIA 2018 INDIVIDUAL MEMBERSHIP FEES

- 10.1. As an affiliate of Netball Victoria, your participants (players, coaches, umpires) must all be individual members of Netball Victoria under one of the following categories:

Category	Definition	Cost (incl GST)
Senior	Players, Umpires, Coaches & Bench Officials born on or before 31/12/2000 (18 years & over)	\$73.00
Junior	Players, Umpires, Coaches & Bench Officials born between 01/01/2001 – 31/12/2007 (11-17 years)	\$53.00
All Abilities	Members with a disability (on receipt of valid ID)	\$53.00
NetSetGO	5-10 years of age for those born on or after 01/01/2008. <i>Refers to the ALL participants in the Net Tier (Skills and Activities) as well as the Set and GO Tiers (modified competition/U9).</i> <i>Please note: This price is inclusive of the participant pack (Gilbert netball, Suncorp NetSetGO t-shirt, activity book, player cards plus Suncorp Super Netball match tickets)</i>	\$60.00
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)	\$41.00

10.2. Interstate Members

- 10.2.1. Participants who have paid their membership registration fee with an interstate netball Member Organisation are still required to pay their Netball Victoria membership if they are participating in an affiliated Victorian competition. Their pre-existing membership does not carry over between states.

11. TRIALLING MEMBERS

- 11.1.** Designed to encourage new participants to affiliates and Netball Victoria to assist them to embrace introductory netball programs.
- 11.2.** NV defines a “trailing member” as a person who participates in any of the following:
- Come and Try Days
 - Gala Days
 - Inclusion Programs by Netball Victoria
 - Netball Victoria Clinics
 - Melbourne Vixen Clinics
 - Any other event as determined by Netball Victoria
- 11.3.** During Netball Victoria sanctioned events, participants will be notified that they are trialling members for the purpose of that event. Documents must stipulate that participants are trailing members and state a period of trial, no more than four sessions of the specific event/program.
- 11.4.** Trialling Members will be covered for Personal Accident Insurance under the National Insurance Policy, for the duration of the event they are participating in.
- 11.5.** It is essential that the following details are recorded (as a minimum):
- Date of event
 - Event venue / location
 - Club/Association/League delivering the event
 - Participants full name, date of birth, address, email and phone number

12. SINGLE GAME VOUCHERS

- 12.1.** Single Game Vouchers (SGV) are available to players who play ‘one off’ matches and can be purchased from their Association or League. The SGV covers the participant for insurance only for one game. Participants do not become members of Netball Victoria.
- 12.2.** Affiliates can purchase a SGV booklet of 20 which they then sell individually to players. SGV’s are only available to Affiliates upon purchase of the booklet from Netball Victoria.
- 12.3.** Affiliates can register SGV’s on the MyNetball System as an SGV membership type. Associations will not be charged for the online registrations.
- 12.4.** 2018 Single Game Voucher prices:
- | | |
|----------------------|--------------------------------------|
| Booklets: | 20 vouchers - \$200 inclusive of GST |
| Individual Vouchers: | \$10 per voucher inclusive of GST |

12.5. TERMS AND CONDITIONS

- (a) Vouchers are valid for one game only on the date of purchase.
- (b) Vouchers provide personal accident insurance for one game. In case of an injury, the player must make a report to an Association or League representative immediately. Details of the injury must be written on the stub of the voucher in the event of an injury claim required later.
- (c) Vouchers are only available to players. Umpires and coaches must have a full Netball Victoria membership to be covered for insurance purposes.
- (d) Players must purchase and complete the voucher stub prior to taking the court.
- (e) Players purchasing a voucher must be provided with the ticket section of the voucher and this must be submitted with any injury claim.
- (f) Vouchers are non-refundable and cannot be used as part payment for a full membership.
- (g) Affiliates must keep any used stubs in case of an injury claim.
- (h) Affiliates are responsible for selling vouchers to players.
- (i) There is no limit to how many vouchers a player can purchase unless stipulated in affiliates Bylaws.
- (j) Vouchers can be used in finals matches unless stipulated in affiliates Bylaws.
- (k) Players participating in a RUN competition are not able to purchase SGV’s.
- (l) Vouchers are not available for purchase by players participating in the Victorian Netball League.
- (m) Vouchers are available to both junior and senior players.

13. ROLES AND RESPONSIBILITIES

13.1. Netball Victoria will work to:

- (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 – MyNetball.

- (e) Appropriately manage personal information provided as part of Affiliation and Membership to ensure it is collected, used and disclosed in accordance with the [Netball Australia Privacy Policy](#) (Netball Victoria is a party to this 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 Netball Victoria volunteer and paid workforce.
- (h) Develop and deliver progressive coach, umpire, bench official, player development and talent identification programs and opportunities.
- (i) Support affiliates personnel across Victoria with information and guidance on matters pertaining to netball.
- (j) Coordinate and manage Netball Victoria 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 Netball Victoria office and/or Board attention.
- (m) Providing relevant resource materials and information on the Netball Victoria [Clubhouse](#).
- (n) Providing support and information to Netball Victoria members (players, coaches, umpires, administrators and committee members) and affiliates subject to the provisions of the Constitution and Regulations of Netball Victoria.

13.2 Netball Victoria Affiliates will:

- (a) Complete and submit Netball Victoria's [Affiliation Agreement](#) and supporting documentation as requested.
- (b) Be a not for profit incorporated association or company limited by guarantee.
- (c) Administer competitions.
- (d) Have a Constitution and Bylaws which are aligned to the purposes of Netball Victoria and the Netball Victoria Constitution. (Sample documents are published on the Netball Victoria website and Clubhouse)
- (e) Recognise and adhere to the Netball Victoria Constitution, policies and procedures (updated from time to time) published on the Netball Victoria website and Clubhouse.
- (f) Recognise and support the authority of Netball Victoria in all matters pertaining to netball in the state of Victoria as determined by the Netball Victoria Constitution.
- (g) Abide by the Child Safety in Netball Policy and Code of Conduct, including ensuring the Working with Children Check provisions are observed at all times.
- (h) Provide a safe, fair and inclusive environment for everyone involved in netball within your Association or League.
- (i) Promote, circulate and encourage adherence to the above outlined policies and procedures to all Clubs, Teams, members and participants within your Association or League.
- (j) 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.
- (k) Be a financial member of Netball Victoria by payment of all affiliation fees levied by Netball Victoria by due date.
- (l) Support initiatives and strategies in the Netball Victoria Strategic Plan, including Netball Victoria Events, Programs and Guidelines and Policies and Procedures.
- (m) Act as a positive advocate for netball and Netball Victoria in the local community.
- (n) Be proactively communicating with Netball Victoria on issues of concern
- (o) Provide Netball Victoria with up to date information on key contact personnel in a timely manner.
- (p) Ensure information provided by Netball Victoria to the Association or League is appropriately shared with Clubs who form part of the Association or League.

For all membership queries please contact Netball Victoria Member Services directly on (03) 9321 2255 or memberservices@netballvic.com.au.

For all finance queries please contact the Netball Victoria Finance Coordinator on (03) 9321 2217 or accounts@netballvic.com.au.

APPENDIX A – 2018 Membership Invoice Batching Dates

2018 Invoicing Batching Dates

The 2018 online batching timeline is detailed below.

Direct Debit Date is the earliest date the specified batch amount will be debited from your nominated account. An invoice, detailing the amount, will be sent to each affiliate fourteen days prior to the direct debit.

Debit/credit adjustments (from previous batches) will be included in the batch invoice.

Batch Number	Batch Start Date – End Date (inclusive)	Due On
Batch 1	17/11/2017 – 31/01/2018	20/02/2018
Batch 2	01/02/2018 – 31/03/2018	20/04/2018
Batch 3	01/04/2018 – 30/06/2018	20/07/2018
Batch 4	01/07/2018 – 30/09/2018	20/10/2018
Batch 5	01/10/2018 – 30/11/2018	18/12/2018