



AFFILIATION AND MEMBERSHIP SERVICE AGREEMENT 2019



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1. PURPOSE OF THIS AGREEMENT

- 1.1 The purpose of this Agreement is to outline the requirements and benefits of affiliation and membership of Netball SA.

2. BENEFITS OF AFFILIATION AND MEMBERSHIP

- 2.1 When an Association affiliates with Netball SA it has the benefit of a wide range of services from grass roots level through to the elite level.
- (i) Providing member services to affiliated Associations, Clubs and their members, including child safe policies, volunteer support, facility development, grant support, complaint handling, MyNetball support and member protection.
 - (ii) Conducting accreditation courses and clinics for coaches, umpires and bench officials throughout the state for the continued development of the game.
 - (iii) Providing development pathways for players, coaches, umpires and bench officials to further their pursuits, by offering participation in competitions, clinics, courses, programs and seminars, from NetSetGO to high performance levels.
 - (iv) Insurance coverage under the National Risk Management Program through Willis Australia, including Public Liability, Professional Indemnity, Personal Accident, Property, Association Liability (Directors and Officers).
- 2.3 Netball SA offers a wide range of competition structures from our Association and Division competitions, Priceline Pharmacy Country Championships, Mellor Olsson Academy Games, through to the Premier League and our State Teams competing at a national level.
- 2.4 Netball SA will only provide access to services and programs for affiliated Associations. Therefore any club, team or other organisation must be affiliated with their respective Association in order to gain access to Netball SA services and programs.
- 2.5 Additional membership categories may be implemented and the financial arrangements will be determined at the time of introduction of the product.
- 2.6 All registered financial members of Netball SA will be covered for Personal Accident Insurance in accordance with the Netball Australia Risk Management Program and the terms and conditions outlined in and membership terms and conditions stated within this policy.

- 2.7 Coaches, umpires and bench officials will be covered for Professional Indemnity insurance if they maintain a current accreditation in their respective disciplines and are a financial member of Netball SA.
- 2.8 In accordance with the Netball SA Constitution, the Board of Netball SA has the discretion to provide special consideration in relation to affiliation with Netball SA.

3. ORGANISATIONAL COMMITMENT

3.1 Netball SA Commitment

Netball SA will:

- Work to secure the ongoing development of netball in South Australia by continuing to develop and implement its strategic and operational plans.
- Identify and reduce the barriers that impact on netball participation in South Australia.
- Actively promote and market the sport of netball as a whole and work to assist Member Associations to profile netball at the local level.
- Manage and maintain netball's statewide communication network.
- Manage and maintain the affiliation system, inclusive of the technology platform (MyNetball).
- Cover member association affiliates under the Netball SA insurance policy.
- Build on the capabilities of Associations and affiliated Clubs through providing relevant professional development opportunities for Member Association personnel.
- Develop and deliver progressive coach, umpire and player development and talent identification programs.
- Support Member Association personnel within the regional network and act in an advocacy role in any matters pertaining to netball.
- Coordinate and manage Netball SA events and competitions.
- Provide leadership in the development of Netball specific policies and procedures.
- Respond promptly and professionally to issues raised and requiring Netball SA office and/or Board attention.
- Offer Member Services to all affiliated players and officials (coaches, umpires and volunteers) of the Member Association subject to the provisions of the Constitution and Regulations of Netball SA.

3.2 **Affiliated Association Commitment**

Associations will:

- Recognise and support the authority of Netball SA in all matters pertaining to netball in South Australia.
- Recognise the Constitution and Policies of Netball SA.
- Be an Incorporated Association in South Australia.
- Have a Constitution and By-Laws/Policies, which are aligned to the purposes of Netball SA.
- Be a financial member of Netball SA by payment of all affiliation fees levied by Netball SA.
- Ensure all players and officials affiliated with it during the calendar year of 2019 are correctly entered and registered on the *Netball SA MyNetball database system* and pay the relevant affiliation fees due within the Service Agreement timeframes.
- Ensure Association and affiliated Club contact information for office bearers and parent organisation is current in the *Netball SA MyNetball database system* under the organisation menu;
- Support initiatives and strategies in the Netball SA Strategic Plan, including:
 - Netball SA Events
 - Netball SA Programs and Guidelines
 - Netball SA Policies and Procedures
- Act as a positive advocate for netball and Netball SA in the local community.
- Be proactively communicating with Netball SA on issues of concern.
- Adhere to the legislative requirements of the Child Protection Act 1993 and provide a child safe environment for members.

4. **ASSOCIATION AFFILIATION**

- 4.1 The *Association Affiliation deposit* payable by each Association by 30 November each year is calculated on the number of registered players with each Association and is set out in Schedule "A".
- 4.2 Each affiliated Association is to complete the online component of the Netball SA Affiliation and Membership Service Agreement as part of the affiliation requirement and sign the online form acknowledging and agreeing to the requirements and terms of this Agreement.
- 4.3 Where the Association has shown cause in accordance with clause 3.1 and 3.2 but has not satisfied the outstanding requirements by the subsequent years' affiliation, the Association will then be deemed "unaffiliated" (for the Association affiliation process only) with Netball SA.

- 4.4 It is a requirement of an Association's affiliation membership that all registered members of the Association are registered on the *Netball SA MyNetball database system*.
- 4.5 An Association which establishes or supports another domestic based netball competition which is not affiliated with Netball SA may have its affiliation application refused or, if affiliated, may have its membership suspended.
- 4.6 Where an Association has:
- a. failed to comply with clause 4.1 or 4.5 of this policy;
 - b. failed to comply with clause 4.3 and furthermore has failed to show cause within a reasonable time frame; or
 - c. failed to comply with clause 4.4;
- Netball SA will formally communicate their non-compliance status to the Association.
- 4.7 Where an Association is deemed to be not compliant as per clause 4.6 above, Netball SA may remove all access to administration users from the *Netball SA MyNetball database system*.
- 4.8 Where Associations fail to submit the required documentation, the Association may be required to show cause as to why they should remain affiliated with Netball SA.
- 4.9 No Association carnivals are to be programmed on the same date as the Priceline Country Championships held annually on the long weekend in June.

5. REGISTRATION OF PLAYERS

- 5.1 Players must complete their registration online using the *Netball SA MyNetball database system*. Valid, accurate and complete data must be entered at all times for each individual member.
- 5.2 Clubs/Associations must ensure all players are registered on the *Netball SA MyNetball database system*, before the Association competition starts, or prior to the member commencing play. All players must be registered on the *Netball SA MyNetball database system* before any insurance claim will be processed.
- 5.3 Players registering with a Club/Association after the Association competition starts is required to enter their registration details into the *Netball SA MyNetball database system* before the member plays in any competition game.
- 5.4 If the registration details of a player is not entered into the *Netball SA MyNetball database system* the individual registering with the Club/Association will be deemed not to be a registered member of Netball SA and will not be covered by the insurance program. The individual will not be able to make an insurance claim against the Insurance Program.
- 5.6 Once a player has been registered on the *Netball SA MyNetball database system* refunds are at the discretion of Netball SA. Membership refunds will not be given once a player takes the court in a competition or where the player has made an insurance claim.
- 5.7 In order to be financial with Netball SA, players must:
- (i) Renew their membership with their respective Association via their club annually online using the *Netball SA MyNetball database system*.
 - (ii) Pay the annual membership fee prescribed by Netball SA through their respective Club/Association as set out in schedule "B".
- 5.8 Players and Club/Association must update the *Netball SA MyNetball database system* of any change in personal details within 21 days of a change. Valid, accurate and complete data must be entered at all times into the *Netball SA MyNetball database system*.
- 5.9 Should a player who is training with a netball team be injured whilst in official team training prior to being entered on the *Netball SA MyNetball database system*, then the player must be registered on the *Netball SA MyNetball database system* for that calendar year before any insurance claim will be processed.
- 5.10 All players who are training with a netball team of an affiliated Club/Association with the intent of playing netball within a competition structure operated by an affiliated Club/Association must be registered in the *Netball SA MyNetball database system*.

- 5.11 Any other persons who are affiliated with a Club/Association in any capacity must be registered on the *Netball SA MyNetball database system*, and if applicable pay any member registration fees due, before participating in any Netball SA or affiliated Club / Association activity and entered in *Netball SA MyNetball Database system* under one of the following registration types.
- (i) Senior Player
 - (ii) Junior Player
 - (iii) Coach
 - (ii) Umpire
 - (iii) Volunteer
 - (iv) Event participant

6. PAYMENT OF MEMBERSHIP FEES

- 6.1 Netball SA will invoice Associations for the number of registrations of their members on the *Netball SA MyNetball database system*. The affiliation process and payment dates are set out in Schedule "A".
- 6.2 Associations are required to make payment in full of the invoice within 30 days of the invoice date.
- 6.3 Failure to make payment of the invoiced amount by the specified date could render the Association as unfinancial with Netball SA.
- 6.4 All Associations agree to Netball SA, or its authorised representative, randomly conducting an audit of its membership records and those of their Clubs to ascertain membership numbers, membership categories, accuracy of registration details and the person's financial registration status.

7. EVENT PARTICIPANTS

- 7.1 For the purpose of encouraging new participants to netball and embracing introductory netball programs, Netball SA will define a “event participant” as a person who participates in any of the following events:
- Come and Try Days;
 - Gala Days;
 - School Holiday Programs;
 - Inclusion Programs; and
 - Any other event as determined by Netball SA
- 7.2 During such Netball SA sanctioned events, participants will be notified that they are event participants for the purposes of the event.
- 7.3 Event participants will be covered for Personal Accident Insurance under the Netball SA Insurance Program, for the duration of the event they are participating in, provided details have been captured to include as a minimum: date of event; event venue; Club/Association delivering event; participants full name, date of birth, address and email or phone number.

8. SCHEDULE A

8.1 Affiliation Process

For the period 1 April 2019 – 31 March 2020 and taking effect from the 2019 winter season.

Winter affiliations

Step 1 | 30 November 2018

2019 Service Agreements are to be completed and returned to Netball SA by 30 November 2018.

Step 2 | 30 November 2018

Netball SA will invoice your Association for the deposit amount. The deposit is due to be paid to Netball SA by 30 November 2018. Direct Debit options are available. Deposit is based on previous seasons registered player numbers.

The affiliation deposit is determined as follows:

Associations with up to 150 Registered Players	\$1,000 deposit
Associations with 151 - 300 Registered Players	\$3,000 deposit
Associations with 301 - 450 Registered Players	\$5,000 deposit
Associations with 451 - 700 Registered Players	\$6,000 deposit
Associations with 701+ Registered Players	\$7,000 deposit

Step 3 | 31 March 2019

An invoice for 75% of your affiliation fees (less the deposit already paid), will be sent out on 1 March 2019, this payment is due to Netball SA by 31 March 2019. Figure is based on previous seasons registered player numbers.

Step 4 | 30 June 2019

All registered players are to be in the *Netball SA MyNetball database system*. Any players not current in the system by this date will not be covered by the insurance policy. For information relating to MyNetball please contact Shanna Wheare p: 08 8238 0511 or e: shanna.wheare@netballsa.asn.au

Step 5 | 31 July 2019

Pay final installment amount by 31 July 2019 based on actual registered player numbers.

Step 6 | 15 September 2019

Netball SA will review player numbers entered on the database as at 31 August 2019 and associations will be invoiced for any difference in final player numbers.

Summer registrations (Southern United/SA Districts/Elizabeth)

Step 1 | November 2019

An invoice for 75% of your affiliation fees (less the deposit already paid), will be sent out in early November. This payment is due to Netball SA by 30 November 2019. Figure is based on previous seasons registered player numbers.

Step 3 | 28 February 2020

All registered players are to be in the *Netball SA MyNetball database system*. Any players not current in the system by this date will not be covered by the insurance policy. For information relating to MyNetball please contact Shanna Wheare p: 08 8238 0511 or e: shanna.wheare@netballsa.asn.au

Step 4 | March 2020

An invoice for final affiliation fees (less the instalment already paid), will be sent out in early March. This is based on final 2019/20 actual registered player numbers.

This invoice is payable by 31 March 2020.

Once final invoices have been issued any queries or adjustments to final numbers are to be received within 7 days of the date of the invoice. No adjustments can be made after this time.

If your Association runs a summer competition, all new participants, ie players who did not register for the previous winter season, are to be registered in the *Netball SA MyNetball database system*.

9. SCHEDULE B

9.1 Membership Categories

- (i) **Divisions**
A Division is a body who organises a program of interclub matches on behalf of Netball SA (AMND and City Night Division). Membership of at least 700 players required. Divisions have a representative on the Netball SA Council.
- (ii) **Member Associations**
A Member Association is a body wishing to organise and control its own competition and to control and manage its own affairs and their members. Member Associations have a representative on the Netball SA Council.
- (iii) **Member Clubs**
A Member Club is one or more teams wishing to play in interclub matches conducted by Netball SA through its Divisions or competitions run by Member Associations.
- (iv) **Coaches and Umpires**
Coaches and umpires are persons who are members of the Netball SA Coaches Umpires Association. Any coach or umpire may apply to become a member of the Coaches Umpires Association.

9.2 Player Categories

A Player is defined as a Netball SA registered player participating in an affiliated Association competition.

- (i) *Senior*
Senior players, who have reached or will reach 18 years of age by December 31 in the year of play.
- (ii) *Junior*
Junior players, who have reached or will reach 17 years of age by December 31 in the year of play.
- (iii) *GO*
GO players, who participate in a dedicated GO competition in an affiliated Association and have reached or will reach up to 9 years of age by December 31 in the year of play. Special dispensation for players outside this age range may be obtained at the discretion of Netball SA.

9.3 Registration fees

The **2019 Netball SA player registration fees** are as follows:

MEMBER ASSOCIATION

Senior | \$57.00 per year

Junior | \$47.00 per year

GO | \$57.00 per year

Southern United/SA Districts/Elizabeth

Winter competition registered players who also participate in a 2019/20 summer competition in the above named Member Associations are required to pay an additional summer competition fee. As follows:

Secondary Registration

Senior | \$37.00

Junior | \$27.00

GO | \$32.00

The **2019 Netball SA Coaches Umpires Association** registration fees are as follows:

COACHES UMPIRES ASSOCIATION

Senior | \$32.00 per year

Junior | \$32.00 per year