

London and South East Netball



Regional Management Board Nomination Information 2018-19

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Introduction

We are delighted to be able to advertise exciting voluntary roles on the London and South East Regional Management Board. Please read through the useful information provided in this document and if interested please complete the required forms and return to the Regional Office (address provided on forms) **by Monday 10th September 2018.**

We will be advertising for more Technical Support Group roles after the appointment of the Regional Management Board members in September.

If you would like to have an informal conversation about one of the positions advertised please contact the following;

Maureen Clark – Regional Chair

Email- clarkdm@tiscali.co.uk

Why Volunteer?

- Give something back to Netball
- Make a difference to the lives of others through Netball
- Represent those without a voice in Netball
- Feel valued and part of a team
- Gain confidence and self-esteem

Volunteering can be a way of:

- Gaining new skills, knowledge and experience
- Developing existing skills and knowledge
- Enhancing a CV
- Improving one's employment prospects
- Using one's professional skills and knowledge to benefit others

Social benefits include:

- Meeting new people and making new friends
- A chance to socialise with other netball lovers
- Getting to know your local netball community

The London and South East Regional Management Board

Vision:

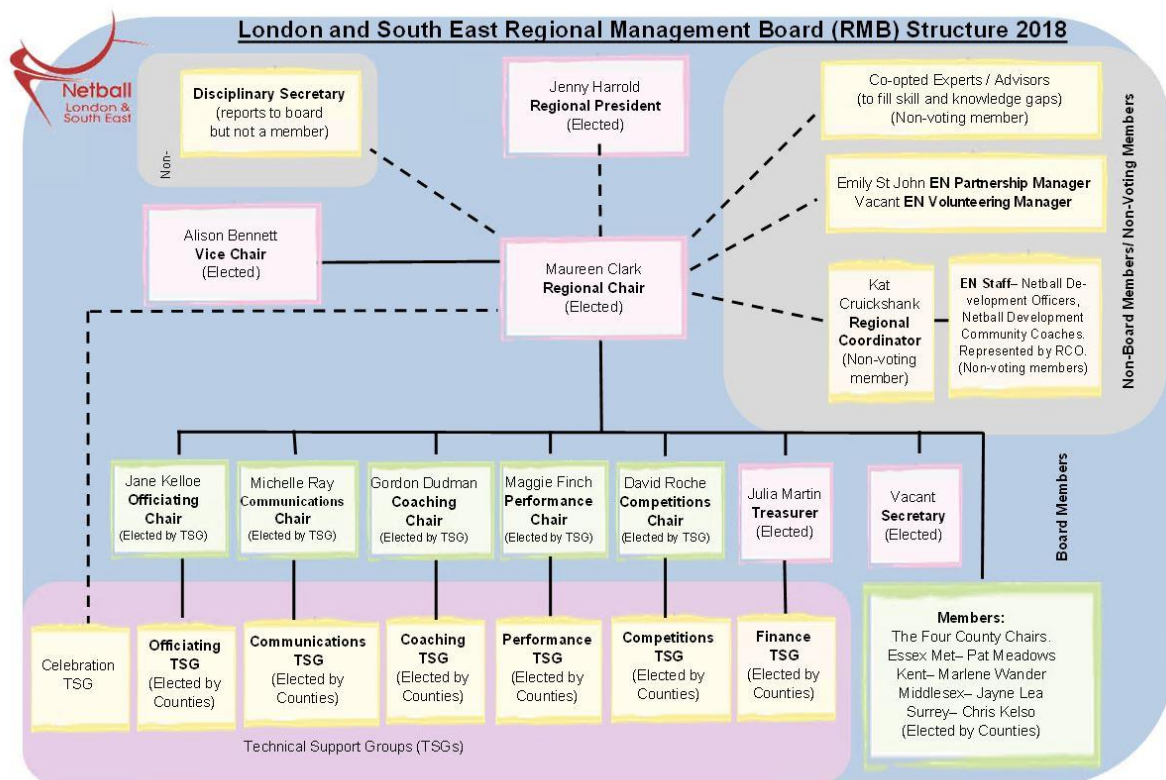
Netball opportunities for all in London and the South East

Mission Statement

Promote netball for netballers of all ages and ability in the London and South East. Growing the sport by making the England Netball pathways in performance, officiating and coaching easily accessible and supporting County Netball Associations to provide netball opportunities to the grassroots.

Purpose

- To promote equality of opportunity to all that are involved in the Game of Netball, throughout the Region, at a level appropriate to their needs and aspirations.
- To plan and support the growth and development of Netball within the Region by working with the County Netball Associations and England Netball and sharing best practice.
- To act as a conduit between England Netball and the Counties by disseminating relevant information to ensure accessibility and support for all who want to participate in Netball.
- To promote, value and represent the volunteers delivering netball to the grassroots level.
- To serve as a forum to co-ordinate activities, organise Regional competitions and arrange technical courses.
- To elect representatives to serve on England Netball committees.
- To promote the principles and values underpinning the England Netball Safeguarding & Protecting Young People in Netball Policy.



Without the time, energy and commitment of volunteers, grassroots netball simply would not happen.

What is the commitment and role of a Regional Management Board Member?

Commitment

- To attend all Regional Management Board meetings (approximately 4 a year held in Central London). Whilst it is appreciated that occasionally members may be unable to attend due to illness or work commitments, it is expected that members make every effort to attend.
- Respond to communication in between meetings in a timely manner – this may include email, sub group meetings, conference calls and individual calls.
- To be prepared to make decisions around board programmes, policies and strategies covering all areas of the game.
- Adhere to, uphold and endorse board decisions (even if they are not in line with personal opinion)

Expectations

- To input into RMB meetings and decisions that need to be made – taking into account all view points, advice and information presented, not just personal opinion.
- If required to become a member/chair of one of the region's Technical Support Groups.
- To contribute when required appropriate to the content of London and South East's annual report.
- To uphold, endorse and when appropriate communicate decisions, policies and programmes on behalf of the RMB.
- If requested by the RMB, attend national meetings on behalf of the region and report back.
- To contribute to the creation, implementation and monitoring of regional plans and strategies
- To act as an advocate for netball within the region

Code of Conduct for Regional Board Members

The Code of Conduct state the values and standards expected at all time. In addition to these, when in my voluntary capacity as a member Regional Board I will also:

- Promote and embed the England Netball group, Regional and/or County values, aims and policies
- Act only in the interests of England Netball, the Region or the County, and not on behalf of any constituency or interest group; the knowledge and understanding that each Board or committee member brings from their own experience is highly valued but Board and committee members are not permitted to act as representatives of any constituency or interest group
- Establish and maintain robust and comprehensive governance processes and regimes
- Actively contribute to the effective work of the Board/Group/Committee through:
 - thorough preparation and reading of all papers circulated prior to meetings
 - regular attendance, participation and contribution at meetings, including constructive challenge
 - ensuring timely response to agreed actions, requests for information and guidance
 - attending the AGM/EGM and England Netball/Regional/County events as and when required
 - deal with issues of clarification 'offline' before meetings in order maintain a sharp focus on agenda items during meetings to ensure that meetings run to time and time is fully utilised
 - not use technology or communicate with others outside during meetings
- Attend relevant training events and take reasonable steps to ensure awareness of public policy, statute and other issues that may affect the work of England Netball, the Region or County.
- Listen to and respect the views of others
- Seek positive and constructive resolution to those issues where differences in opinion exist, and where a vote is taken accept the decision of the majority
- Respect the office of Chairman
- Observe the highest ethical standards of impartiality, integrity and objectivity in relation to the stewardship of public funds and management
- Act in a way considered to be in good faith and most likely to promote the success of the organisation for the benefit of its members as a whole including not using my position to obtain for myself, family members or close associates employment or other advantages with England Netball/the Region/the County or any Individual or organisation associated with England Netball/the Region/the County.
- Maximise value for money through ensuring that services are delivered in the most economical, efficient and effective way within available resources and that independent validation of performance is achieved wherever practicable
- Maintain focus on the strategic development through planning, prioritising, performance monitoring and evaluation.



ENGLAND NETBALL LONDON AND SOUTH EAST REGION

There shall be 9 Regional Associations constituted as set out in the Membership Regulations of England Netball. Each Regional Association will use the approved England Netball logo and branding as determined by the Board of England Netball (EN).

CONSTITUTION

The Association shall be called LONDON AND SOUTH EAST REGION NETBALL ASSOCIATION (hereinafter called the Region).

2 OBJECTIVES AND MISSION STATEMENT

- 2.1 As an autonomous body, to be responsible for carrying out the strategic plans and implementing the policies made by the England Netball board.
- 2.2 To serve as a forum to co-ordinate activities, organise Regional competitions, arrange technical courses and elect representatives to serve on any England Netball committees and in particular to plan and help in the growth and development of Netball within the Region.
- 2.3 To promote equality of opportunity to all that are involved in the Game of Netball, throughout the Region, at a level appropriate to their needs and aspirations.
- 2.4 To accept the principles and values underpinning the England Netball Safeguarding & Protecting Young People in Netball Policy.
- 2.5 To disseminate relevant information from England Netball, its committees and advisory groups.

3 MEMBERSHIP

The members of the Region shall be the County Netball Associations of Essex Metropolitan, Kent, Middlesex and Surrey (hereinafter called the Constituent County Associations).

4 *THE HONORARY OFFICERS*

The Honorary Officers of the Region shall be:

The President, Chairman, Vice Chairman, Secretary and Treasurer.

In the absence of a volunteer, the Regional Coordinator will take on the duties of the Secretary of the Board, but not in a voting capacity.

5 *THE REGIONAL MANAGEMENT BOARD*

5.1 The business of the Region shall be managed by a Regional Management Board, all members of which shall be Personal Members of England Netball and shall be entitled to one vote, except as stated in paragraph 5.4.

In a voting capacity:

- 5.1.1 the Honorary Officers (excluding the President and the Regional Coordinator acting as Secretary)
- 5.1.2 Chairman or an accredited deputy of each Constituent County Association
- 5.1.3 Chairman or an accredited deputy of each permanent Technical Support Group (as agreed by the Regional Management Board from time to time) and such other positions that the Regional Management Board may agree and be ratified at a subsequent General Meeting.

5.2 In a non voting capacity:

- 5.2.1 the London and South East Regional Manager(s)
- 5.2.2 the President of the Region
- 5.2.3 any other England Netball employed staff with responsibilities for London and the South East region
- 5.2.4 other Development Officers and post holders employed by the Constituent County Associations
- 5.2.5 observers invited to act as advisory members as appropriate

5.3 Five voting members shall form a quorum (comprising of at least one representative from each of the four Constituent County Associations

5.4 A simple majority only of those present and entitled to vote shall be required to pass any resolution. The Chairman of the meeting shall have a second and/or casting vote in the case of an equality of votes.

5.5 The Regional Management Board may fill any vacancy which may occur during the year, except in the case of non-elected representatives who shall be appointed by the relevant Constituent County Association.

5.6 Members of the Regional Management Board elected at an Annual General Meeting and co-opted members shall remain in office for up to 2 years until the next following Annual General Meeting. All other members shall continue until such time as their successors are appointed.

5.7 The Regional Management Board shall submit an Annual report to England Netball, which shall include a report of the significant activities

held at Region and County level.

6 *SUB COMMITTEES*

The Regional Management Board may form Technical Support Groups, sub committees or working parties as may be deemed necessary and determine their membership and terms of reference.

7 *HONORARY LIFE VICE PRESIDENTS*

7.1 The Regional Management Board may recognise special services to the Region by the appointment of Honorary Life Vice Presidents who may be nominated by the Regional Management Board and ratified at the Annual General Meeting following their nomination.

7.2 Honorary Life Vice Presidents, who for the purposes of the Constitution shall be deemed to be Personal Members, shall be eligible to attend all General Meetings of the Region, but shall not be entitled to vote.

8 *GENERAL MEETINGS*

8.1 The Annual General Meeting shall be held annually on a date to be determined by the Regional Management Board.

8.2 The date of the Annual General Meeting shall be fixed and circulated to each member of the Regional Management Board not less than fifty-six days prior to the date of such a meeting. The Agenda shall be circulated not less than 21 days prior to the meeting to each member of the Regional Management Board. Each Constituent County Association shall be responsible for notifying their nominated representatives.

8.3 The President shall act as Chairman at all General Meetings. In the absence of the President, the Chairman or Vice Chairman shall act as Chairman.

8.4 A quorum shall be one representative from each of the four Constituent County Associations.

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

8.5.1 to receive reports

8.5.2 to receive and adopt financial statements

8.5.3 to approve the recommendation of the Regional Management Board for the annual affiliation fees

8.5.4 to consider any proposed resolution received by the Secretary or Regional Coordinator in writing twenty eight days before the date of the meeting, which has been proposed and seconded by two Constituent County Associations

8.5.5 to elect the Honorary Officers, who shall hold office to the next following General Meeting at which their successors are appointed

8.5.6 to elect other members of the Regional Management Board (previously appointed to the Regional Management Board under paragraph 5.1.3) who shall hold office to the end of the next following General Meeting at which their successors are

appointed.

8.5.7 to appoint Regional representatives to attend England Netball committees

8.5.8 to ratify the nomination of any Honorary Life Vice President on the recommendation of the Regional Management Board

8.6 The Secretary or Regional Coordinator shall convene an Extra-Ordinary General Meeting at any time

8.6.1 by order of the Regional Management Board

8.6.2 upon written request from three or more Constituent County Associations at a General Meeting stating the purpose for which a meeting is required and setting out any resolution which it is desired to propose. Such meetings shall be convened within twenty eight days from receiving the request.

8.7 Voting procedures at General Meetings shall be as follows:

8.7.1 each Constituent County Association as defined in paragraph 5.1 shall be entitled to attend and vote at General Meetings

8.7.2 except as provided in paragraph 8.7.3, no person shall be permitted to cast more than one vote and no proxy voting is allowed

8.7.3 except as provided in paragraph 10.2, a simple majority only of those present and entitled to vote shall be required to pass any resolution. In the case of an equality of votes, then the Chairman will have a casting vote.

9 *FINANCE*

9.1 The financial year shall end on 30 June.

9.2 Each Constituent County Association shall pay an annual affiliation fee agreed by the Regional Management Board, which shall be due on 1 September.

9.3 All funds and property of the Region shall only be used for the furtherance of the Region's strategic objectives. The Regional Management Board shall sanction any payment to individuals, other than petty cash expenses or honoraria not in excess of those currently set by England Netball and/or the Regional Management Board.

10 AMENDMENTS TO THE CONSTITUTION

10.1 Proposals to alter the Constitution shall be submitted in writing to the Secretary or the Regional Coordinator not later than twenty eight days before the Annual General Meeting by:

10.1.1 the Regional Management Board or a Constituent County Association of the Region seconded by another Constituent County Association

10.2 No alteration or addition to the Constitution shall be made except by special resolution passed at a General Meeting with not less than three quarters of the votes cast being in favour.

11 REGULATIONS, STANDING ORDERS, PROCEDURES AND BYELAWS

11.1 The Regional Management Board shall have the power to adopt, make, vary and revoke regulations, procedures, terms of reference, standing orders and byelaws for the better administration of the Region, including (without limitation):

11.1.1 regulations dealing with disciplinary offences of members and Netball competitions;

11.1.2 terms of reference for the Technical Support Groups and any other committees approved by the Regional Management Board.

12 DISCIPLINARY POWERS, PROCEDURES AND APPEALS

The Regional Management Board shall have power to discipline in such manner as the Regional Management Board thinks fit, a member of a Constituent County Association who has been guilty of conduct considered by the Regional Management Board to be prejudicial to the interests of the Region or the game of Netball, or in breach of the Memorandum, Articles or Byelaws of England Netball and/or the Constitution of the Region, but subject to the England Netball Codes of Conduct and Disciplinary Manual, as adopted by the Regional Management Board, in force from time to time.

13 INDEMNITY

Any Honorary Officer and any member of the Regional Management Board shall be indemnified through the England Netball insurance policy against all reasonable losses which she / he may incur or sustain in relation to the execution of the duties of her / his office, or by reason of any duty performed for or with the authority of the Regional Management Board.

14 ARBITRATION AND MATTERS NOT PROVIDED FOR

If any dispute shall arise on the interpretation of this Constitution or the need arise to deal with any matter not provided for in this Constitution, reference shall be made to the Secretary or Regional Coordinator who shall refer the same to the Regional Management Board whose decision shall be binding on all parties.

15 DISSOLUTION

In the event of dissolution of the Region, any assets remaining after the satisfaction of all the Region's 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 Region 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.

