



GLASGOW NETBALL ASSOCIATION BYE LAWS

Proposed AGM 1996 - Updated AGM 1997, 2002, 2006, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2022, 2023, 2024, 2025

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1. Byelaws

1.1 The bye laws governing the GNA can only be altered at the GNA Annual General Meeting (AGM) by a two-thirds majority of members present and voting personally.

2. GNA Membership

2.1 Members of the Association shall comprise Full members, Associate members and Ordinary members, any further categories of members prescribed by these Bye Laws and honorary members. Anyone involved in any official capacity with any GNA event or committee must be registered with Netball Scotland.

2.2 Junior and senior clubs will pay an administration fee; the amount will be decided at the AGM. Senior Glasgow clubs £100 per team. Junior clubs £75 per club.

2.3 If required for special purposes, levies may be proposed by the Executive Committee at a General Meeting of the Association. Subject to the constitution of the Association, the Executive shall determine and publish the facilities and privileges to be afforded to members within their different categories.

2.4 The Executive at their discretion from time to time, having regard to the current financial position of the Association, may offer to existing or new ordinary members the privilege of ordinary membership for life, in return for a single subscription in lieu of annual subscriptions, at a rate to be decided by the Executive, and may withdraw the availability of such privilege at any time. Associate members may be admitted by the Executive and will pay an annual registration fee.

2.5 Associate members and Ordinary members shall not be entitled to vote at General Meetings of the Association but are entitled to one vote per team at Association League Meetings.

2.6 No member of the Association and no player from a club or corporate member of the Association may participate in tournaments, leagues or trials until the appropriate current years affiliation fees, league fees or fines have been paid.

2.7 Each club of the Association shall maintain a list of the names and addresses and telephone numbers of playing and non-playing members of that club.

2.8 The GNA Secretary of the Association shall maintain a register of all playing and non-playing members of club or corporate members annually.

2.9 Recognising the responsibility to promote safe practice and to protect children from harm, abuse and exploitation, Netball Scotland works in partnership with Volunteer Scotland, Children 1st and sportscotland to protect all children participating in all affiliated clubs. The Wellbeing and Child Protection policy, with all associated guidance notes applies to all Netball Scotland affiliated clubs, therefore applies to all member clubs of the Glasgow Netball Association. All club/district coaches and club volunteers regularly working with U18's must hold an up-to date Protection of Vulnerable Groups (PVG) certificate, this is now law and clubs will be refused membership to the GNA. All club coaches and volunteers regularly working with U18's must hold a Child Wellbeing and protection in sport certificate.

2.10 All various personnel in the GNA will abide by the Netball Scotland "Respect" Code of Conduct, **Netball Scotland Social Media policy and Data Protection Policy** and remits set out by the Executive committee, who have powers to meet with personnel to discuss and remove those not meeting the standards set by our association.

2.11 Eligibility for District Squad selections are outlined in the GNA selection Guidelines which are available on the GNA website.

2.12 The GNA supports the development of netball in Scotland. It is therefore encouraged that any junior player registered to play in an adult team within GNA league has trialed for the district squad that season as long as there is no functioning district within their local association and as long as the player meets the criteria for performance players. (Netball Scotland's Benchmarking Criteria). This does not mean that junior players must trial for district to play in the adult league

This includes U15/17s and U19 age groups. Furthermore, in line with netball Scotland governance no player is eligible to play for Netball Scotland pathway age groups without nomination from district netball. This includes all clubs, universities and external franchise players in Scotland. GNA supports this governance and will work with all the in the best interest of the individual player.

For clarity this would mean that players who are not part of a district squad would not be eligible to participate in Netball Scotland pathway programmes.

2.13 If the Association has to remove more than one non-Glasgow team to make way for new Glasgow teams joining the league, this will be done by the last in first out method.

3. GNA Committee

3.1 The Association shall be governed by an Executive Committee to be elected at the AGM. A full remit is provided in document Remits for all Executive Committee Members and their assistants.

3.2 The Executive Committee will comprise of the following representatives:

- Chairperson
- Treasurer
- Secretary
- League Coordinator
- Squad Coordinator
- Junior Club Coordinator
- Technical Umpiring Coordinator

Also invited to attend for guidance and information shall be the GNA Administrator and the Netball Development Officer.

3.3 The GNA Administrator and the Netball Development Officer shall not have a vote in any decisions.

3.4 A minimum of three of the GNA Executive committee will constitute a Quorum. If any of the committee is unable to attend, they may send a representative who will represent their views and vote on their behalf. No club shall be able to hold a majority vote within the Executive Committee.

3.5 Each member is entitled to a single vote. The chairperson has a casting Vote as well as a deliberate vote and a simple majority will decide.

3.6 Any Committee member being absent without apology to the GNA Secretary for three consecutive meetings will be deemed to have vacated office.

3.7 If any post is not filled at an AGM, the current Executive Committee shall use its discretion to allocate that role to an appropriate club. Volunteers for each Executive role will be sought in January of each year. If no volunteers are found, and the existing Executive committee member wishes to remain in position, the member shall be able to do so without requiring a vote at the AGM. If more than one member Volunteers for a position, selection will be decided by a vote at the AGM. If no volunteers come forward by the end of February an appointment will be made by the existing Executive committee. This will be a requirement made to a club to fulfil the role. Appointments will be made using the selection criteria below:

- a) Clubs who do not have a member on the existing executive committee. b) Clubs who have not had a member on the previous committees over the last 6 years Number of teams entered by clubs.
- c) Length of membership of the association.
- d) Contributions to Netball in relation to District, National & University commitments.
- e) If appointed, a club must fulfil the role for a minimum of 2 years. Failure to do so will result in a team from the relevant club being expelled from the league.

3.8 The Executive should meet at least 6 times per year.

3.9 The Executive committee shall stay in office for a minimum of three years.

3.10 The Management Committee shall stay in office for a minimum of two years. Each subcommittee will be required to submit a development plan outlining work to be undertaken by the sub-committee during the season. Progression of the development plan shall be overseen by the GNA Executive Committee.

4. Power of Executive Committee

4.1 The GNA Executive Committee shall have the power to co-opt up to a maximum of four affiliated members as deemed necessary.

4.2 The GNA Executive Committee are unable to change the structure of the league during that season without calling an EGM. Any changes to the League Structure should be voted on at the End of Season League Meeting.

5. Delegation of Powers

5.1 The GNA Executive Committee may delegate, as appropriate, any of its powers to a Sub-Committee, who will appoint a named individual who will be responsible for providing written reports and updates to the Executive Committee and attending meetings as required by the committee. This will be approximately once every two months during the competitive season. The full Committee will be called the Management Committee and should convene at least twice a year.

5.2 All sub – committees are responsible to the GNA Executive Committee and changes in their structure or remit are the responsibility of the GNA Executive Committee.

6. Sub Committees

6.1 A minimum of eight of the GNA Management committee will constitute a quorum.

6.2 Each member is entitled to a single vote. The chairperson has a casting vote as well as a deliberate vote and a simple majority will decide.

6.3 Information regarding Management and Executive Committee requirements are outlined in the GNA management and Executive Committee Remits which are available for consultation on the GNA website.

6.4 Failure by any club or individual to fulfil any of their subcommittee duties, either by nonattendance to meetings or failure to complete reports will result in a fine of £30. The £30 fine will be imposed by the Executive Committee on each occasion other than where prior approval has been given by the Executive Committee or in exceptional circumstances. The Executive Committee shall determine the circumstances which will be considered "exceptional". Any club or individual failing to fulfil their sub-committee duties three times or more during any one season will be suspended in the current season and refused entry to the GNA league the following season.

7. Volunteers

7.1 All clubs shall appoint volunteers throughout the year as and when required, in conjunction with the GNA administrator. Club volunteers for events should be requested pro rata, based on the number of registered members per club.'

8. Annual General Meetings

8.1 The GNA affiliated clubs must hold their AGM 28 days prior to the GNA AGM.

8.2 The AGM is open to all affiliated members of the GNA who may participate in discussion of the business to hand.

8.3 The quorum at the AGM should be no less than 10.

- Each club with Full membership will be allocated one vote per team for General Meetings.
- Clubs with Full or Associate membership will be allocated one vote per team for League Meetings.

8.4 All nominations for elected positions and proposals to alter the terms of the bye laws should be in the hands of the GNA secretary 21 days prior to the AGM and should come into effect immediately if accepted at the AGM.

8.5 All proposals to alter the terms of the byelaws must be proposed and seconded.

8.6 All nominees for elected positions must be proposed and seconded and must be asked prior to being nominated.

8.7 The new executive and management committee members elected at the AGM will take office immediately following the AGM with previous and new sub committees attending a handover meeting within 28 days of the AGM.

8.8 Proposals to change the League rules can be made by the League subcommittee and/ or any GNA club at the League Meeting each year and if passed will be implemented the following season. This is limited to 5 league rule motions per club per season unless approved by the GNA Executive Committee. Clubs who submit motions should send a representative to the league meeting to clarify the motions(s) and answer any questions.

8.9 An Extraordinary General Meeting may be called at any time by no less than 15 affiliated members of the GNA. This request must be submitted in writing to the GNA secretary and shall be held 28 days after receipt of the request.

9. Finances

9.1 The financial year of the Association shall end by the 30th of June. The accounts shall be audited at this time and a statement of the accounts circulated to GNA committee members and clubs at this time. Audited accounts can be requested at the first meeting of the new season.

9.2 The affiliation fees can only be altered at the AGM. The new affiliation fees come into effect immediately and are due thereafter.

9.3 District players shall contribute financially to the season. The Squads Coordinator, in discussion with the Treasurer, shall determine the level of contribution. Team officials will receive expenses.

9.4 All clubs shall contribute to the GNA Annual Fundraising event.

10. Club Responsibilities

10.1 All clubs must have a representative attending the GNA AGM, League and other added Club Meetings.

10.2 If a Club fails to contribute to the running of the GNA and attend the relevant meetings – they will be fined at the discretion of the executive committee, and they may be refused entry to the GNA League the following season.

11. Complaints Procedure

11.1 Complaints to GNA should be in writing to GNA secretary. Receipt of complaints will be acknowledged in writing and discussed at next relevant GNA committee or subcommittee meeting. The committee will endeavour to keep the complainant informed of its progress and inform in writing within 21 days of reaching a final decision.

11.2 All matters relating to the league should follow the current league rules including any complaints.

12. Disciplinary Action

12.1 Where a question of disciplinary action has arisen for a GNA affiliated club or individual the following procedure will be carried out.

- a) The GNA committee will request a written report from any relevant sources.
- b) The GNA Committee will discuss all the relevant information.

If disciplinary action is deemed necessary, the GNA committee can:

- a) Give an official warning in writing.
- b) Impose a suspension for a specified limited period to be determined by the committee.
- c) Impose a fine.
- d) The individual or club will be notified in writing of the GNA committees' decision.
- e) The individual or club can request an appeal to the GNA Committee's decision by writing to the GNA secretary within one month of receiving written notification of the committee's decision.
- f) The appeal procedure will be carried out in accordance with section of the byelaws.

12.2 Any Team that demonstrates unreasonable behaviour, as stated within the INF Rules and Expected Use of Game Management document will incur a fine of £100 payable to the GNA. These actions must be recorded on the IC Sheet and will be signed by both umpires. The Executive Committee will decide on the club's membership of the GNA.

13. Appeals Procedure

13.1 When disciplinary action has been taken by GNA committee under section 12.1 of the Bye Laws the individual or club concerned has the right to appeal to 5 affiliated, neutral members of the GNA.

- a) An appeals Committee of a minimum of 7 and a maximum of 10 should be nominated each year at the AGM
- b) A written letter of appeal should be sent to the GNA secretary.
- c) members of the Appeals Committee GNA shall be contacted by the GNA secretary to hear an appeal.
- d) The Appeals committee should meet within one month of the receipt of an appeal.
- e) The 5 selected members of the Appeals Committee shall have no direct contact or dealings with the individual or club concerned.
- f) The decision of the Appeals committee shall be final and binding on the Association and the individual or club concerned.
- g) Any penalty imposed by the GNA shall remain in operation subject to the discretion of the Committee, pending a decision by the Appeals Committee.