

MEMBERSHIP BY-LAW

Policy Number 01-022

By-law Name	Netball Queensland Membership By-law
Version number	1.1
Effective Date	4 October 2022
Approval	Delegation required for approval: Board of Netball Queensland
Applicability	This By-law applies to all current and future Netball Queensland members, including Member Associations, individual members and any other category which may be recognised from time to time.
Accountability	General Manager – Netball is responsible for implementation
Superseded versions	This By-law replaces the <i>Netball Queensland Affiliation and Membership Policy</i> (Version 15.0), effective 27 February 2021.
Review Date	30 September 2023

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By-law Statement

- 1.1. Netball Queensland Limited (NQ) is the recognised governing body for netball in Queensland and is responsible for conducting, encouraging, promoting and advancing netball in Queensland. As a member-based organisation, NQ's role is to coordinate and support its members and other stakeholders in their activities with the game of netball in Queensland.
- 1.2. It is important that a strong membership base is encouraged and maintained in accordance with the objects in the NQ Constitution (Constitution) and associated By-laws.
- 1.3. This By-law is made pursuant to clause 19 of the Constitution.

Purpose

- 1.4. The Membership By-law outlines the requirements, benefits, obligations, and procedures associated with becoming a member of NQ.
- 1.5. This By-law applies to the various categories of Membership offered by NQ, including Member Association, and Individual Member, as these terms are defined and used in the Constitution.
- 1.6. Under clause 5.1 e) of the NQ Constitution, the Board may create other categories of Membership from time to time provided that any new category of Membership may not be granted voting rights.

Membership Categories

This By-law applies to the following Membership Categories.

Category		Description
1	Member Association	Any incorporated netball association which represents a geographic area, netball community or has community netball clubs as its members, and seeks to participate fully in the pathways, programs, competitions, services and activities offered by NQ. A legal entity recognised by the company under clause 5.3 of the Constitution.
2	Legacy Life Member	Individuals who have made a significant contribution to netball in Queensland and have been recognised by the Board of NQ and its predecessors. Legacy Life Members of NQ are listed in Schedule 1 of the Constitution.
3	Honorary Life Member	A person who has rendered longstanding service to Netball or a Member Association may be elected at any General Meeting as an Honorary Life Member by special resolution.
4	Individual Member	Individual players, coaches, officials, administrators, committee members, volunteers and supporters who participate in netball fixtures, competitions, carnivals, events and programs. Individual Members means a person admitted to the company as an individual Member under clause 5.6 of the Constitution.
5	Community Member	A non-profit entity which has an interest in Netball which is not a Member Association but may be a club, region or league.

Membership of Netball Queensland

- 1.7. All NQ membership categories have access to a wide range of programs, competitions, development, training, and member services relevant to their membership category.
- 1.8. NQ may provide access to services and programs only to approved and financial Members.
- 1.9. The services and programs for Members (where applicable to the category of membership) include:
 - (i) recognition as being a Member of NQ (being netball's peak governing body for netball in Queensland) which may, among other things, be a requirement and/or advantage in securing grants and funding;
 - (ii) the ability to contribute to and influence the direction of netball as a sport, including voting on the election of NQ Board Directors (Category 1 and 2 only), joining committees, advisory and working groups, and participating in other strategic forums and member and leader conferences;
 - (iii) recognition by Netball Australia (NA), peak body for netball in Australia and recognition by the International Netball Federation;
 - (iv) insurance coverage under the NA National Insurance Program specifically tailored to meet the needs of members, including where relevant Public Liability, Personal Accident, Management Liability, Travel, Property and Cyber Insurance.
 - (v) advocacy and representation of and for netball at local, State and Federal levels of Government including liaison and advocacy for state-wide infrastructure planning and funding;
 - (vi) access to a comprehensive and nationally recognised coach and umpire education programs, resources and accreditation pathways, and NQ development programs;
 - (vii) pathways and programs for athletes, officials and coaches to further their netball pursuits along the high-performance pathway;
 - (viii) access to a membership database system (*NetballConnect*) that facilitates self-registration, participant information management, competition management, live scoring, communication tools and learning resources; and
 - (ix) access to a range of competitions and events at regional, local and state level, and for schools and education providers.

Membership Eligibility Criteria

- 1.10. Eligibility to apply for Membership to NQ is subject to the eligibility criteria for each category of membership, as set out in clause 5 of the Constitution.

Application for Membership

- 1.11. All applications for membership must be:
 - (i) in the prescribed format by the Board;
 - (ii) accompanied by a copy of the specified documents which must be acceptable to NQ and be substantially in conformity with the NQ Constitution, for example the Member Associations' Constitution; and
 - (iii) accompanied by the appropriate fee, if any.
- 1.12. Application for new membership under Categories 1 (Member Association) and 5 (Community Member) is subject to approval of the NQ Board (or their delegate).
- 1.13. Membership will be confirmed in writing after approval of the Board.

- 1.14. Membership acceptance is not automatic. NQ may accept or reject an application whether the applicant has complied with the requirements in this By-law or not, however NQ must act reasonably and in good faith.
- 1.15. Where NQ accepts an application and the Board ratifies such acceptance, the applicant will become a Member in the relevant category.
- 1.16. Where NQ rejects an application, it will refund any fees forwarded with the application.
- 1.17. NQ is not obliged to accept any application for membership and is not obliged to provide reasons where it rejects an application. There is no appeal against a decision to reject an application.

Membership Terms and Obligations

- 1.18. By applying for any Category of membership to NQ all applicants acknowledge and agree:
 - 8.4.1 to be bound by the NQ Constitution which constitutes a contract between each of them and NQ;
 - 8.4.2 to comply with and observe the NQ Constitution and its By-laws and any determination or resolution which may be made or passed by the Board or any duly authorised committee of the Board, however named;
 - 8.4.3 by submitting to the NQ Constitution and its By-laws, they are subject to the jurisdiction of NQ;
 - 8.4.4 neither membership in NQ nor anything in the NQ Constitution give rise to any property right in, to or over NQ or its property or assets.
- 1.19. Upon admission to membership Members are bound by all NQ By-laws and policies.

Membership Fees

- 1.20. Each Member in any Category must pay an annual fee or seasonal fee prescribed by the NQ Board and as outlined in the relevant Fee Schedule of this By-law.
- 1.21. The annual Membership refers to the period from 1 January to 31 December of each year.
- 1.22. Fees must be paid by the due date or a late fee may be applied. Individual Members fees must be paid at the time of registration via *NetballConnect* unless alternative arrangements have been made with NQ, for example instalment payment option in *NetballConnect*.

Registration of Individual Members

- 1.23. It is the responsibility of every Association to ensure every Individual Member (category 3) is registered with NQ through the *NetballConnect* platform. Valid, accurate and complete data must always be entered and maintained, for every Individual Member, including players and non-players using the prescribed system and procedures.
- 1.24. Individual Members must be registered in the *NetballConnect* platform prior to participating in netball activities to ensure each is covered by insurance in the event of an injury taking place and has access to the range of other benefits available to individual members.
- 1.25. A registered Category 3 Individual Member who has participated in any Association and/or club training, non-competitive or competitive netball fixtures or netball activities that falls within a Member Association and/or NQ's jurisdiction is not entitled to a refund of the NQ membership fee.
- 1.26. All refund requests need to be submitted through the NQ approved process.
- 1.27. NQ reserves the right to make decisions in its absolute discretion in respect of individual refund applications made in respect of the NQ membership fee component of the total Membership Fees paid by an Individual Member.

- 1.28. Any costs incurred by NQ as part of the Individual Membership of NetSetGO (ie. the Netball Australia component for the participant pack) will not be refunded.

Payment of Member Fees

- 1.29. All Membership fees (often referred to as Capitation Fees) are collected through the *NetballConnect* platform at the time of registration.
- 1.30. If required by extenuating circumstances, NQ may invoice a Member Association for the fee amount and payment must be made in full within 30 days of the invoice date.
- 1.31. Failure to make payment of the invoiced amount by the specified or agreed date will render the Member Association as non-financial with NQ.
- 1.32. NQ reserves the right to invoice a Member Association for any Individual Member payment(s) that remains outstanding in *NetballConnect* for longer than 30 days. This includes any amount outstanding in respect of a Queensland Government *FairPlay* voucher. The responsibility to collect the outstanding monies from the Individual Member will be with the appropriate Member Association.

Trialling Members

- 1.34 For the purpose of encouraging new participants to netball and embracing introductory netball programs, NQ defines a “trialling member” as an unregistered person who participates in any of the following events:
- (i) Come and Try Days
 - (ii) School Holiday Programs
 - (iii) Netball Clinics
 - (iv) Gala Days
 - (v) Inclusion Programs including special needs and culturally specific events, and
 - (vi) Any other event as determined by NQ.
- 1.35 During such NQ sanctioned events participants must be notified by the host that they are trialling members for the purposes of the event.
- 1.36 Trialling Members will be covered for Personal Accident Insurance under the Netball Australia Personal Accident Policy, for the duration of the event they are participating in, provided details have been captured to include as a minimum: date of event, participant’s full name, date of birth, address and email or phone number, venue/location and details of the Member Association, Community Club and/or Participation Member delivering the program or event.
- 1.37 It is the responsibility of the Member Association, Community Club Member and/or Participation Member to capture and record the details of all trialling participants to ensure accurate data for any insurance claims or complaints that may occur as a result of the activities undertaken.

Definitions

Term	Definition
Constitution	The Constitution of Netball Queensland Limited.
Netball Queensland (NQ)	The state sporting organisation responsible for the development, delivery and administration of Netball within Queensland and Tweed River district.
Netball Australia (NA)	The national sporting organisation responsible for the development, delivery and administration of Netball within Australia. By virtue of a cascading of memberships generally, a Participant who is a financial member of a Club Affiliate, which in turn is a financial member of a NQ Member-Association, which in turn is a financial member of Netball Queensland becomes a financial member of Netball Australia.
Capitation Fees	Registration fees paid to Netball Queensland for individual members participating in netball competitions, programs and activities.
Participant	Players, coaches, umpires, team managers, and committee members

The terms and expressions used in this Membership By-law shall have the same meaning and definition as that given to those words and terms in the constitution of Netball Queensland Limited.

Document Control

Date	Version	Details	Author
15/04/2022	0.1	Review of previous policy	General Manager, Netball
15/04/2022	0.2	Review and Feedback	Chief Executive Officer
17/05/2022	0.3	Review and Feedback	Legal Counsel
12/07/2022	1.0	Review and Feedback	NQ Board
13/07/2022	1.1	Amendment	General Manager, Netball

Approval

Delegation required for approval: Chief Executive Officer

Name: Kate Davies

Position: Chief Executive Officer

Signature:



Date: 07/12/2022