

RUGBY AREA NETBALL ASSOCIATION

CONSTITUTION

TITLE

The Association will be called "RUGBY AREA NETBALL ASSOCIATION" (RANA).

OBJECT OF THE ASSOCIATION

The object of the Association is to promote a wider interest in amateur netball for women in the Rugby area in order to maximise enjoyment of the game.

OFFICIALS

PRESIDENT:	Advisor to and overseer to the Association, to be elected annually by the Association
VICE PRESIDENT:	Advisor to and overseer of the Association, to be elected annually by the Association

GOVERNING BODY

The Association shall be governed by a committee to consist of:

CHAIRMAN:	Overall responsibility for the administration of the Association.
SECRETARY:	To administer the day to day proceedings of the Association. To assume Chairman's responsibility in her absence. To maintain the accounts of the Association.
TREASURER:	To administer the league fixtures of the Association.
FIXTURES OFFICER:	To process the administration of RANA and All England Netball Association (AENA) affiliations.
AFFILIATIONS OFFICER:	To co-ordinate the umpiring of the fixtures.
UMPIRES OFFICER:	To arrange, co-ordinate and manage trainee umpires
UMPIRES DEVELOPMENT OFFICER:	To arrange and co-ordinate any tournaments
TOURNAMENT OFFICER:	To manage website content & data
WEBSITE DEVELOPMENT OFFICER:	To assist the committee.
GENERAL ASSISTANTS:	

ELECTION PROCEDURE

Committee members are to be elected annually by the Association at the Annual General Meeting (AGM).

Committee members shall be eligible for re-election but cannot stand unopposed after five years in that office.

Should committee members not seek re-election, they should notify the Secretary at least six weeks prior to the AGM.

VACATION OF OFFICE

The committee may pass a resolution through the Chairman calling for the resignation of any of its members for continuously failing to carry out her duties.

Should an elected officer resign during her term of office, the Chairman will appoint an officer-designate from within the Committee to fulfil that officer's responsibilities for the period of time outstanding.

If it is not possible to appoint from within the Committee then a member of the League may be co-opted onto the Committee. All teams will be notified of the vacancy and have a two week period to respond. The Committee will then take appropriate action.

NOMINATIONS

Nominations for officers, with the names of their proposer and seconder, (who must have received the consent of the nominee), shall be made in writing to the Secretary at least 14 days before the A.G.M.

ANNUAL GENERAL MEETING

The A.G.M. of the Association shall be held before the 30th June for the following purposes:

1. Each **team must send a representative to the A.G.M.** Failure to do so will result in a fine. The representative cannot be an existing committee member unless a team has more than one Committee Member.
2. To consider the Chairman's report and other reports of the Committee.
3. To review the financial statement of accounts and balance sheet.
4. To elect officials.
5. To determine the constitution and rules of the Association. Changes to the constitution may only be amended at the A.G.M. or at a special meeting convened for that purpose
Proposals for changes to the constitution should be submitted to the League Secretary, in writing, six weeks prior to the A.G.M.

VOTING PROCEDURE

Each affiliated team in attendance at the A.G.M. is entitled to vote.

Voting rights will be restricted to two votes per team on each and every voting. Teams to nominate their own representatives to vote on their behalf.

In the event of a tie the Committee Chairman shall have the casting vote.

Voting by proxy is prohibited. Non-attendance by a club will render the club's voting rights nullified and a fine imposed.

EXTRAORDINARY MEETING

The Chairman may call an Extraordinary General Meeting of the Committee if any matter arises which adversely affects the administration of the Association.

COMMITTEE MEETING

Committee meetings are held regularly throughout the season. A quorum is defined as five members of the elected Committee.

ACCOUNTS AND AUDIT

The Treasurer will keep a proper book of accounts with respect to all transactions of the Association.

All monies belonging to the Association will be placed in the safe custody of banks and/or building societies approved by the Committee.

All monies released from safe custody must be signed for by the Treasurer or Chairman.

All monetary claims should be submitted four weeks prior to the A.G.M.

The books are to be examined once the balance sheets are prepared, two weeks prior to the A.G.M.

MEMBERSHIP OF LEAGUE

1. **Radius** Priority will be given to teams where the majority of the team reside within a 6-mile radius of Rugby town centre. Any vacancies will then be offered to interested teams outside the 6-mile radius on a first-come first-served basis. This rule will apply at the start of each season.
2. **Age Limit** All players must be at least 14 years of age on the 1st September in the year of the current netball season. Whereby a team consists of 4 or more players aged 14, the team should be directly and effectively managed by a named responsible adult.
3. **Applications to League**
 - a) Clubs must apply each year to join the league.
 - b) Application forms will be issued by the Secretary to all clubs and must be completed and returned by the date specified on the form.
 - c) Consideration will firstly be given to applications received from teams Currently registered with the league.
 - d) If vacancies exist consideration will be given to applications received from new Clubs and/or new teams strictly in order of date of application received.
 - e) The committee have the right to refuse applications from clubs to join the league.
- 4.

Affiliation and Registration

- a) All clubs accepted into the league must pay an annual subscription fee for each of their teams, the fee to be set annually. In exceptional circumstances an extension may be granted provided the club notified the Treasurer in writing and approval has been given by the committee.
- b) Failure to abide by the above rule could invalidate the club's application to the league.
- c) Clubs must register all players with the league specifying the team the player will play for. All players must be registered by the last game of the season.
- d) No player may be registered for more than one club/team in the league.
- e) Clubs must submit to the Affiliations Officer a Registration Form duly completed and signed by the individual player, along with a Registration Fee before commencing playing in the league.
- f) Any club found playing ineligible players will be fined and any points won by the team concerned will be forfeited. The opposing team will be awarded the game and given the maximum three points.
- g) All clubs/teams must affiliate to the All England Netball Association.

5. Rules of League

- a) All teams in any one division **MUST** play each other at least once per season. All clubs must ensure that their team (s) fulfils their fixture commitment. Any team concedes 3 or more matches during any one season will be called before the committee and could be withdrawn from the league.
- b) If a team fails to fulfill a fixture, three points will be awarded to their opponents. Additionally, at the end of the season the opponents will be credited with their average goal score if there is a tie for position.
- c) Three points will be awarded to the winning team in every game won, two points awarded to each team in a drawn game, and one point awarded to the losing team if they have scored more than 50% of their opponent's goals.
- d) The team scoring the highest number of points in the season shall be called Champions of their division. In the event of an equality of points between teams, the number of matches won will be considered and if still equal, highest goal difference (calculated on common games played) shall determine final team placing.
- e) All new teams accepted into the league will be placed in the lowest division.
- f) All games shall be played under **ALL ENGLAND'S NETBALL ASSOCIATION RULES**.
- g) All matches will be 48 minutes long and comprise of four quarters of 12 minutes each. Between quarters 1 and 2 and 3 and 4 there will be a quick change round – substitutions are allowed. Between quarters 2 and 3 there will be a 4 minute break – substitutions are allowed.
- h) All jewellery must be removed before each game. If wedding rings are worn they must be covered with tape.
- i) A team may not start a game with less than 5 players. Teams must be on court at the appointed time or points will be forfeited.
- j) Teams are to be ready and changed 15 minutes before a game.
- k) Games must be played as written on the fixtures list.
- l) Games will only be postponed in the event of extreme weather conditions. The Committee will then re-allocate the times and dates of postponed matches.

- m) Prior to play a team sheet specifying names of players, along with match fees, are to be handed to a designated committee member.
- n) Umpires take the score sheets to the Fixtures Secretary.
- o) All loaned materials/equipment must be returned after each game.
- p) The Association is not covered for insurance and cannot accept liability for any injuries sustained by persons participating. The Association is not responsible for player's belongings.

q) **Re-arrangement of Fixtures/Cancellations**

Fixtures should be played as arranged.

If a team is unable to play a fixture they must contact the fixtures officer in writing at least one week prior to the fixture date and request a rearrangement. Any team cancelling up to the Wednesday before the fixture will forfeit the game. Any team cancelling after the Wednesday before the fixture will forfeit the game and be fined the current match fee. In case of a rearrangement the fixtures officer will arrange a date for the fixture to be played.

Re-arrangements will only take place in exceptional circumstances.

You may only play a fixture with a minimum of 5 players.

- r) The Committee have the right to change fixture dates and to adjudicate on any matter not covered in the rules.
- s) All matches shall be played on the pre-arranged dates and at the times and on the courts allocated in the fixtures book in exception to games that have been requested rearrangement. There will be a centralised timing signal at the beginning of each start time (10am & 11am) all teams and umpires are expected to be on court and ready for the start signal. The umpires whistle will start the game. If any player is not on court for the start time and the team have at least 5 players present, the game will start without them. If the player arrives during play they will be able to take the court once a goal has been scored at the vacant position. No players will be able to change positions until the end of that quarter. Any team that does not have a minimum of 5 players present at the start time will be given a 5 minute waiting time, if after this time there are less than 5 players present that team will forfeit the fixture and be fined the current match fee.

6. **Transfer of Players**

A player may only transfer clubs once in any one season.

The player should notify her current club of her intention, her future club, and the League Secretary, in writing – no extra charge will be made.

7. **Handicap Tournament**

All players must be registered by the last game of the season. Any player who has transferred clubs during the season must have done so at least three matches before the end of the season. If they are to play in the handicap tournament.

8. **Reserves**

A player must be registered for a specific team and whilst so registered is ineligible to play for a lower team in that club.

A player may play as reserve for a higher team in that club on five occasions only during the season. After the five occasions she can remain with her registered team. Should she play once more for a higher team she must be officially transferred to that team.

LEAGUE ASSETS

All trophies and consumable equipment remain the property of the Association.

Whilst in the hands of a club, any accident, damage or theft of a trophy or equipment must be reported promptly to the Secretary.

On the disbandment of the R.A.N.A., the assets of the aforementioned Association will be donated to a netball associated organisation or organisations on the recommendations of the then serving Committee.

INSURANCE OF TROPHIES

All trophies belonging to the Association must be insured by the team member holding the trophies.

UMPIRES

When registering, all teams must have a named qualified umpire. The minimum qualification required being the Rugby League beginner qualification.

GENERAL

The Committee will rule on any matter not covered in the Constitution. Such action will be reviewed in line with existing rules and, if deemed necessary, the proposed change to the Constitution will be put forward at the next committee meeting/A.G.M.