

Netball North West

NOTICE OF ANNUAL GENERAL MEETING TO BE HELD VIRTUALLY

Monday 26TH SEPTEMBER 2022

Dear Netball, North-West Member,

Netball North West regional management board (the 'board') would like to notify its members that the North West Annual General Meeting (AGM) is to be held virtually.

The details of this meeting are as follows:

Date:	Monday 26th September 2022
Time:	7.30
Place:	Virtual*

*[CLICK HERE to register attendance to the Virtual AGM \(so we can send you the link to the meeting\) or you can send your apologies](#)

Enclosed with this information you will find:

- (1) Notification of Annual General meeting and Voting Arrangements
- (2) Annual General Meeting Agenda
- (3) Notification of NW Board Elected Member Positions
- (4) Board Members Nomination Form 2022/2023
- (5) Board Nomination: Supporting Evidence Form
- (6) Board Member Roles and Responsibilities
- (7) Minutes from NW AGM 2021

(1)

NOTICE OF ANNUAL GENERAL MEETING TO BE HELD

Virtually on Monday 26th September 2022 at 7:30pm

Notice is given to the following Members of the North West Regional Netball Association, who may appoint a representative to attend, speak and vote on their behalf:

1. A club with at least seven Registered Participants which is either a Netball Club; the Netball section of a Youth or Community Club; University or College; an U18 Young Person's Group, and which affiliates to a County Association in the North West Region.
2. A County Association of the North West Region, which is an association of Clubs affiliated to the County and The North West Region.
3. Schools or full-time educational establishments for pupils under 19 years of age who pay the higher affiliation fee and affiliate to The County & North West Region. Their main building must be located in the North West Region.

Notice is also given to the following that will be entitled to attend and speak, but not vote:

- **Registered participants**

A registered participant is a person who plays, coaches, umpires, or organises the game of Netball, or who is in any way connected with the game of Netball. Registration must be through a Club/ Individual and a County Association. A Registered Participant is eligible to serve as a Board Member.

- **Honorary life members of the North West**

Honorary Life Membership of the North West of the Association may be conferred by the Regional Board upon any person who has rendered a special service to the Association with such rights and privileges as the Regional Board may from time to time determine.

- **Associate members**

The following shall be eligible for Associate membership of the Association subject to the approval of the Regional Board:

“Any company, association or sports club in the North West Region with an interest in Netball.”

- **President and vice-president**

The President and Vice-President may be appointed by the Board from time to time. A person so appointed shall hold office for a term of one year, after which such persons shall retire but shall be eligible for re-appointment. The President and Vice-President shall be entitled to receive notice of and attend all general meetings. The president and Vice-President shall otherwise have such rights and privileges, as the directors shall from time to time determine.

Voting at the Annual General Meeting

Each Club may appoint a representative who is a Registered Participant member of that club to speak and vote on its behalf.

Each County association may be represented by the chairman or accredited deputy to speak and vote on its behalf.

Each school may appoint a representative who must be in current employment at the schools represented to speak and vote on its behalf.

In the event of an equality of votes the Chairman of the Meeting shall have a casting vote.

Quorum

No business shall be transacted at a General Meeting unless a quorum is present (7 Voting Members).

Voting

Voting will normally be a show of hands. In calculating a majority only votes cast will be included in the calculations i.e. abstentions will not be included. It is not necessary for 10 votes to be cast for a quorum to be reached, only that 10 votes are available to be cast by representatives present. This can also be achieved through eligible votes being submitted online by relevant voting member by 5pm on Sunday 12th September 2022.

Ordinary Resolution – *There is a proposed change to the constitution.*

To align with the new Adventure strategy, under which point we are refreshing the terms of role appointments to run from 2022.

- 5.5. The aim is for elected persons not to serve on the RMB after their ninth consecutive anniversary of their original election into role. **This is in effect from 2015.** Appointed person should not serve on the RMB after their eighth consecutive anniversary of their appointment. This is on balance with successors being in place, as without, unnecessary risk is introduced to the running of the board.

- 5.7. Elected persons should not serve on the RMB after their ninth consecutive anniversary of their original election. **This is in effect from 2015.** Appointed persons should not serve on the RMB after the eighth consecutive anniversary of their appointment.

(2)

Northwest Regional Netball Management Board
NOTICE OF ANNUAL GENERAL MEETING TO BE HELD
Virtually on Monday 26th September 2022 at 7:30pm

Agenda

1. Apologies for Absence
2. Minutes of previous Annual General Meeting
3. Presentation of Board Report and Accounts
4. Appointment of Auditors
5. Election of Regional Management Board Members
6. Ordinary Resolution

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**Northwest Regional Netball Management Board
NOTICE OF ANNUAL GENERAL MEETING TO BE HELD**

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Election of North West Regional Management Board

In line with the Constitution of the Northwest Regional Netball Management Board The Elected Member positions subject to elections (*2 year term*) at the Annual General Meeting on Monday 26th September 2022.

The following vacancies and seats are due for election/re-election:

- **Vice Chair:** Phil Owen seeking re-election
- **Competition Chair:** Estelle Graham seeking re-election
- **Finance Chair:** Sarah Sutton seeking re-election
- **Performance Chair:** Sam Longley seeking re-election
- **Officiating Chair:** Chris McCall currently interim seeking election
- **Volunteer Chair:** Uma Ramanathan seeking election

Any voting member is entitled to propose a member to the board. Such proposals must be:

- Made in writing
- Seconded by another voting member
- Emailed to the North West region office northwest@englandnetball.co.uk or complete the online form with supporting evidence: <https://forms.gle/EzNd39TiUsStrmGn7> submitted by 5pm on Sunday, 28th August 2022

To note, voting members are defined as:

- Each County Association situated within the regional boundaries of the North West.
- All clubs whose nominated primary county is located with the regional boundaries.
- Member schools who are paying membership fees to England Netball.

All North West region members are welcome to attend, however, each club and school (as defined above) will only have one vote. Persons attending may only cast one vote on proposals.

In the event of there being more than one candidate for any office, the election shall be decided by a ballot of all members at the Annual General Meeting.

Notification of who has been nominated for the additional Elected Member positions shall be posted on the North West Netball website at www.netballnorthwest.org.uk from Monday 5th September 2022.

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**NORTH WEST NETBALL
ASSOCIATION**

BOARD MEMBERS NOMINATION FORM

Or you can complete the [ONLINE FORM](#)

FOR 2022/2023 SEASON

BOARD MEMBER POSITIONS ARE: - Vice Chair, Finance Chair, Coaching Chair, Competition Chair,
Officiating Chair, Performance Chair, Volunteer Chair

1. NOMINEE

Name.....
Address / Email address.....
.....
Tel No & Area Code:.....
EN ID No..... Club.....

2. PROPOSER

Name.....
Address / Email address.....
.....
Tel No & Area Code:.....
EN ID No..... Club.....

3. SECONDER

Name.....
Address / Email address.....
.....
Tel No & Area Code:.....
EN ID No..... Club.....

NOTE

Permission must be obtained from the nominee, then return the form together with the Supporting Evidence Form to Helen Dulson, northwest@englandnetball.co.uk

Nominations must be received by the NW Regional Office no later than 5pm on Sunday 28th August 2022.

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Board Nomination: Supporting Evidence Form

Please complete the following and return it with your nomination form by 5pm on Sunday 28th August 2022.

Copies of the role descriptions can be found on the [NW website](#) or you can email northwest@englandnetball.co.uk. If you are interested in a role or would like more information, please contact Jenny Taylor - NW Chair of RMB nwnetballchair@gmail.com.

Submit your application as part of the above [online form](#) or complete below and send by email to: northwest@englandnetball.co.uk (*Subject: Netball North West – RMB nominations*)

PART 1: Application for the role of (please insert the position for which you are being nominated)

Part 2: Outline the reasons for applying for this position

Part 3: Detail your Experience.

Part 4: Key Skills. Tell us about the key skills and attributes that make you a suitable person for the position.

NORTH WEST NETBALL ASSOCIATION**BOARD MEMBERS****Role of the North West Regional Management Board**

The role of the Regional Management Board (RMB) in the North West is outlined in the [Regional Constitution](#). Its primary functions are to provide strategic direction, support and guidance to regional and sub-regional sporting partnerships and to manage the affairs of Netball in the North West.

Where practicable the primary method of communication for the RMB will be email.

North Partnership Manager

The England Netball Partnership Manager shall:

- Be a non-voting member of the Regional Management Board;
- Work with the Regional Management Board Chair to support, advise and enable the Regional Management Board and the implementation of the North West plan for Netball;
- Work with the Regional Management Board Chair to communicate work of region nationally;
- Advise on England Netball and other national policies and strategies;
- Liase with external partners to promote and develop Netball across the region;
- Support and advise work of Regional Management Board officers and Technical Support Groups;
- Enable the delivery of the North West plan across the region;
- Manage the Regional Administrator, Partnership Manager manages Regional Support Officer and other County Development Officers;
- Chair the regional Cell Group.

Administrator

The England Netball Regional Coordinator shall:

- Organise Regional Management Board meetings.
- Take minutes and action points at all Regional Management Board meetings.
- Handle all correspondences both to and from Regional Management Board.
- Circulate minutes and papers to all Regional and County representatives.
- Circulate relevant England Netball information to all Regional and County representatives.
- Establish regional contact databases and administrative systems that can be accessed by Regional Management Board members, CNA, and partners.
- Administrate regional reviews/audits.
- Provide administrative support to Regional Management Board members as and when appropriate and in line with work programme.
- Ensure all paperwork is England Netball and North West branded.

Role of Regional Technical Support Groups

The purpose of the Technical Support Groups (TSGs) in the regional structure will be to deliver events, programmes, initiatives and projects in the North West region.

Remit of Regional Technical Support Groups

The Chair will be the main contact for the group. The Chair is responsible for communicating with all other TSGs.

The first meetings of the TSGs should be used to determine and agree their terms of reference. These should include the following points:

- To determine and agree the terms and reference at the first meeting
- To ensure each county has a representative
- To ensure that equity and ethics policies are integrated and implemented into all aspects of competition within the region
- Co-ordinate other regional event as necessary
- Deliver projects given to the group from the RMB
- Work closely with and consider implications of decisions for all TSGs

Competition TSG

- To ensure that the implications of the Competition Review are understood by the Counties and Leagues in the region
- Sustain and develop the Regional Leagues and tournaments in line with the National Competition Structure
- Sustain and develop blueprints for Regional Competitions and Events
- Publicise results of events
- Co-ordinate other regional event as necessary
- Deliver projects given to the group from the RMB
- Work closely with and consider implications of decisions for all TSGs

(7)

Draft minutes from NW AGM 2021

NW Netball Regional Management Board	
North West Netball Association Minutes of Annual General Meeting	
Held on 22 nd September 2021 Virtual zoom call	
1. Welcome and Apologies for Absence	
Apologies - Bethany Oliver, Phil Thomas, Ben Hutchinson Attendance - Please refer to Appendix A.	
2. Minutes of previous Annual General Meeting	
Minutes were accepted as a true record. Proposed - Anne Wigzell Seconded - Phil Church	
3. Presentation of annual Report and Accounts Reports were presented by the RMB members. Chair / Vice Chair's report - Jenny Taylor (JT) Phil Oliver (PO) See presentation	Actions / Comments
Competition report - Eddie Graham (EG) See presentation	
Partnership - Sara Loughly (SL) See presentation	Summer holiday made to be added to the website - endorsed
RAG Thinks + Go to all the tournaments run their programs. Finance - Sarah Sutton (SS) See presentation - copies of (draft) accounts submitted onto the NW website to be sent out after the meeting	
Coaching - Unsett on report Controversial issues - Visited to report Offending - Visited to report	Chris McCall has volunteered to help the region out on a temporary basis - for the 18 month part of the role. RMB on Maria Ross going to visit
Partnerships were unanimously endorsed Partnership - Anne Wigzell Seconded - Sarah Sutton Partnership Management report - Cass Harrison See presentation	
4. Appointment of Auditors	
Vote 4 Co-opted as auditors Proposed - Jenny Taylor Seconded - Cass Harrison	

