



By-Laws 2025

Manjimup Netball Association

11th April 2025

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Preamble

The By-Laws of Manjimup Netball Association (Inc.) are implemented alongside the Association's Model Rules and Policies and Procedures.

The By-Laws are additional rules, which apply to members, generally dealing with internal and administrative matters. The By-Laws are made under the Model Rules and accordingly are subordinate to the Model Rules and not inconsistent with the Model Rules

MNA has adopted the Policies and Procedures as set out by our governing body, Netball WA, in its manual and some Policies and Procedures as determined by the Committee.

Through its affiliation with Netball WA, MNA is bound by the policies of Netball Australia. MNA may refer and be guided by these policies where a situation is not adequately covered by an existing MNA policy.

All MNA Policies and Procedures are reviewed from time to time and updated as required.

It is expected at all times that members abide by the Policies of Netball WA, and MNA.

1. Interpretation

1.1 Manjimup Netball Association (MNA) will play under the conditions and rules of the INF Rules of Netball, and according to the MNA Model Rules and MNA By-Laws

1.2 In accordance with all affiliation agreements, Manjimup Netball Association will abide by the rulings and policies set down by our governing bodies: Netball Australia and Netball WA.

1.3 Day-to-day interpretation of these By-Laws shall be the responsibility of the most senior official present at the time. Appeals against interpretation shall be lodged in writing to the Secretary of the MNA within FORTY-EIGHT (48) hours.

2. Competition

2.1 MNA shall call for nominations in the Senior Competition (i.e. A Grade, A2, and A3), the Junior Competition and Net Set Go (according to Netball WA age requirements, player numbers and the discretion of the Committee).

2.2 A match consists of four quarters, each of 15 minutes playing duration, with an interval of 3 minutes between the first-second and third-fourth quarters. The half-time interval is 5 minutes.

2.3. At the discretion of the committee, Match duration may be shortened/alterd to suit specific competition situations

3. Registration

3.1 At least two weeks prior to the intended start of the season, the Committee will advertise for:

- Senior team registrations;
- Senior, Junior and Net Set Go individual registrations;
- Senior individual expressions of interest;
- Panel Umpires; •
- Coaches; and
- Volunteers.

3.2 The Committee does not guarantee the placement of an individual Senior Player in a team.

3.3 The Junior Co-ordinator and sub-committee will determine the grade divisions and allocate players to teams in the Junior Competition.

3.4 The Committee will determine the number and nature of Development Teams which may be registered in the Junior and Senior Competitions in a given season, in accordance with Netball WA's Junior Development Policy.

3.5 A Junior player who is aged FOURTEEN (14) years or older in the given calendar year may also be registered as a member of ONE (1) team in the Senior Competition. This does not preclude such a Junior from playing as an Emergency Player in a grade higher than her regular team in the Senior Competition (see Rule 7.7).

3.6 Player registrations must be completed with each player's: name; address, contact phone number; email address; date of birth; emergency contact name and number.

3.7 Member registrations are subject to the terms and conditions stipulated on the registration form, including those outlining volunteering and fundraising obligations in a given season or year.

3.7.1 Failure to comply with terms and conditions of registration may result in:

- i. The declaration of the member to be 'unfinancial'; ii. Rejection of that member's individual registration in subsequent seasons.

3.8 All Committee members, Coaches and Umpires must be registered as playing or non-playing members of MNA.

3.9 MNA promotes the registration of volunteers (safeguarding, team managers, scorers, canteen staff, time keepers, fundraising volunteers etc.) for insurance purposes, in line with Netball WA's Member Protection Policy.

4. Fees and Charges

4.1 MNA will set the fees and charges prior to the start of each season. These shall include: • Playing Fees

- i. Senior Competition
 - ii. Junior Competition
 - iii. Net Set Go
 - iv. Short Season Competitions
- Fundraising Contribution
 - Mid-Season Playing Fees (From half way through the fixtured rounds, excluding finals)
 - i. Senior Competition
 - ii. Junior Competition * (Subject to the availability of a position in a Junior Team, and at the discretion of the Junior Co-ordinator).
 - i. Unfinancial Emergency Player Fee – ie. Cost of a Netball WA Single Game Voucher (per game)
 - Non-Playing Member Fee
 - Failure to Umpire / Perform Team Duty Fines (see Rule 8.2)
 - Team Forfeit Fines
 - i. More than 24 hours' notice
 - ii. Less than 24 hours' notice
 - Illegal Player Fine

4.2 Individual Playing Fees must be paid prior to taking the court. Failure to pay Playing Fees will deem the player to be Illegal (see Rule 7.10).

4.3 Life Members are exempt from paying individual Playing Fees and NonPlaying Member Fees.

4.4 All fines must be paid by the offending team prior to taking the court on the next playing date. Offending teams will be penalised any premiership points they receive until the amount owing is paid. Premiership points will not be reinstated.

4.5 Elected MNA Committee members who are not playing members in the year of their committee term shall have their non-playing membership fee paid by MNA.

4.6 Coaches who are not registered playing members shall have their nonplaying membership fee paid by MNA.

4.7 Upon receiving a written request and receipt, MNA will refund the course registration fees paid by registered Coaches or Panel Umpires who have completed a Netball WA endorsed coaching or umpiring accreditation course within that calendar year.

4.8 Charges payable to Netball WA for members' attainment of a new coaching accreditation or umpiring badge will be paid by MNA.

5. Grading

5.1 MNA has the right to reject any team applying for entry to the competition.

5.2 Any team(s) may be regraded up until the completion of Round Three in any season.

5.3 If a team is regraded, premiership points and any goals for/against will be transferred into the new grade.

5.4 Any new teams entering a grade after the second game will be given the same premiership points and goals for/against as the lowest placed team on the ladder in that grade.

6. Team Uniform

6.1 All players, except Net Set Go participants, must wear a uniform consistent with their nominated team attire. This may be in the form of:

a dress (with bib)

skirt and team top (with bib)

Solid Black shorts or leggings(no pockets) and team top (with bib),

Any players wearing other items will not be allowed on court. No taping of jewellery or nails is permitted.

6.2 Players/teams seeking an exemption to Rule 6.1 on medical or cultural grounds must apply to the Committee in writing at the time of registration, providing detailed reasons for the request.

6.3 Each team will nominate on the team registration form a team name and uniform colour combination.

6.4 Teams wishing to submit new uniform colour combinations must first apply to the committee for approval.

6.5 All teams have until the THIRD (3rd) playing date of the season (or playing date for players entering competition partially through season) for each player to wear correct uniform. Each player not in team colours on the Association's Competition's THIRD (3rd) playing date will be penalised TWO (2) goals per game, to be added to the opposing team's score at the end of the first quarter.

6.6 A team may apply in writing for an extension to Rule 6.4, at least ONE (1) week prior to the third playing date.

6.7 New players and Emergency Players must wear a top of (predominately) the same colour to avoid the TWO (2) goal penalty.

7. Eligibility of Players

7.1 Teams in the Senior Competition are required to list all players on the team registration form.

7.2 Every new player must pay Playing Fees and supply: name; address, contact phone number; email address; date of birth; emergency contact name and number to the committee member on duty before taking the court.

7.3 Junior Players must be aged FOURTEEN (14) years or older in that calendar year to be eligible to play in the Senior Competition.

7.4 At the committee's discretion, a predetermined "pool" of Junior players can be allocated to play in a secondary Junior team (limited to the grade immediately higher than their own) These players will be selected from Development teams or based on age. These players will be deemed as players for both teams and will be eligible for finals as per 7.9.

7.5 The MNA official score card is the only one accepted. Score cards are to show the result of the match, the team names, division, date, player positions

for each quarter and the players' full names. The score card, which will be provided by Association, must be completed in pen, not pencil.

7.5.1. Players' names must be recorded on the score card prior to the commencement of each game. Players whose names are not on the score card are not to take the court.

7.5.2. All Emergency Players must be noted with 'EMG' next to their names. Financial Emergency Players must indicate their regular team name and grade. Junior Players are to be denoted 'JNR'. If a Single Game Voucher is being used in the match, the SGV player MUST be recorded on the score card by a committee member prior to the commencement of match.

7.5.3 Player positions must be recorded on the score card for each and every quarter.

7.5.4 Following each game, both Captains must sign the score card to verify that it is complete and correct.

7.5.5 All fixtured games, (including rescheduled games) must have a completed official score card handed into the Match Office.

7.6 An Emergency Player is defined as a player who is needed by a team to replace a registered player who is absent.

7.6.1 When a team utilises an Emergency Player/s, the number of players listed on the score card must not exceed the total number of players registered to that team. If this occurs, that team will be deemed to have played an Illegal Player and the relevant penalties will apply. (See Rules 4.1 and 7.10.)

7.7 An Unfinancial Emergency Player is defined as a player who is not registered to a team, and has not paid full or half-season Playing Fees, but has purchased a Single Game Voucher and complied with Rule 7.2 in order to replace a registered player who is absent.

7.7.1 An Unfinancial Emergency Player may only play TWO (2) games before paying full individual Playing Fees, and must pay set costs for both games. Only affiliation fees paid by the player will be deducted from the individual Playing Fees.

7.8 A Financial Emergency Player is defined as a player who is registered to a team in the Association, has paid full or half-season Playing Fees, and is

eligible to play for a team in a higher grade in order to replace a registered player who is absent.

SENIOR COMPETITION:

7.8.1 During fixtured rounds, a Senior Player may play up to a combined total of THREE (3) times in any higher grade. On the FOURTH (4th) game in ANY higher grade, the Senior Player will automatically become a member of that higher grade's team and henceforth ineligible to play in ANY OTHER TEAM (i.e. either in that grade or the player's own original team).

7.8.2 During fixtured rounds, a Junior Player who is not registered to a team in the Senior Competition may play up to a combined total of THREE (3) times in ANY grade of the Senior Competition. On the FOURTH (4th) game IN THE SENIOR COMPETITION, the Junior Player will automatically become registered as a member of that team.

7.8.3 During fixtured rounds, a Junior Player who is registered as a member of a team in the Senior Competition may play up to a combined total of THREE (3) times in ANY grade higher than their team in the Senior Competition. On the FOURTH (4th) game in ANY higher grade, the Junior Player will automatically become a member of the higher grade's team and henceforth ineligible to play in the LOWER GRADE OF THE SENIOR COMPETITION.

JUNIOR COMPETITION

7.8.4 In the Junior Competition, a Financial Emergency Players (not allocated as per 7.4) may only play THREE (3) times in a higher-grade team and are limited to the grade higher than their own. Prior approval for each player/game must be granted by the Junior Coordinator or most senior committee member on duty.

7.8.5 In the Junior Competition, players allocated under 7.4, may NOT play as an emergency player in a grade higher than their secondary grade allocation.

7.9 To be eligible to play in the finals of the Junior and Senior Competitions, a player must play a minimum of THREE (3) games for that team, not including Byes, in the fixtured rounds. A player who does not take the court is deemed not to have played, except in the case of the non-offending team in a forfeited game (see Rule 9.4).

7.10 Any Player who wishes to obtain a refund of Playing Fees must apply to the committee in writing, at least ONE (1) week prior to the advertised cut-off

date. If the committee approves such a change, the existing player will be deregistered and therefore Illegal. No transfer of Playing Fees will be granted.

7.11 An Illegal Player is defined as a player who has:

- *Not been registered on the team registration form;*
- *Not paid Playing Fees prior to taking the court;*
- *Not played THREE (3) qualifying games;*
- *Played under an assumed name; and/or*
- *Played whilst under suspension.*

7.11.1 Playing an Illegal Player will result in the offending team forfeiting and receiving the corresponding fine.

8. Premiership Points

8.1 Premiership points shall be awarded as follows:

- THREE (3) points for a win;
- TWO (2) points for a draw;
- ONE (1) point for a loss;
- ZERO (0) points for a forfeit; and
- Non-offending forfeit team will receive THREE (3) points and TWENTY (20) goals.

8.2 Teams that fail to provide an umpire or perform team duty will incur a loss of THREE (3) premiership points in addition to a monetary fine.

8.3 At least TWO (2) financial members of each team are required to attend the MNA Annual General Meeting. Each member may represent ONE (1) team only. Failure to provide these representatives will result in a team incurring a loss of THREE (3) premiership points for EACH absent team representative.

8.4 The premiership ladder will be calculated using a team's number of premiership points divided by number of games they have played.

8.5 The final ladder positions will be determined by total premiership points and in the event of a draw, percentage will be calculated using goals for divided by goals against.

9. Forfeits

9.1 If a team is not ready to take the court or has fewer than FIVE (5) players on court at the commencement of play, the non-offending team will be

awarded ONE (1) GOAL for every minute the game is delayed until the end of the first quarter.

9.2 If a team does not have FIVE (5) players on court by the end of the first quarter, that team shall lose the game by forfeit. The offending team will be required to pay a Forfeit Fine as per the fees and charges (see Rule 4).

9.3 A team that forfeits in advance shall notify the committee contact person designated on the fixtures. The forfeiting team will be required to pay a Forfeit Fine (see Rule 4).

9.4 The non-offending team is required to forward their team list to the Committee by the next fixtured playing date.

10. Cancellation of Matches

10.1 In the event that a match is cancelled before half time has begun due to unfit playing surface, power failure or other unforeseen circumstance, the game will be called a draw and both teams will be awarded TEN (10) goals and TWO (2) premiership points.

10.2 If a match is cancelled due to unforeseen circumstance and the game has reached half time or beyond, the scores as at the cancellation will stand as full time scores.

10.3 If matches are cancelled repeatedly in a given netball season, games may be rescheduled at the discretion of the committee.

10.4 Any team deemed to contribute to the abandonment of a match (either by misconduct or walking off the court) will be considered to have forfeited the match. The non-offending team will be awarded TWENTY (20) goals and THREE (3) premiership points.

11. Protests

11.1 A team may lodge a protest in writing to the committee within FORTYEIGHT (48) hours of a game or an incident.

11.2 A meeting of the committee will be held before the next fixture to deal with the protest. The committee will advise the result of the protest and this decision will be final.

12. Misconduct: Disciplinary and Grievance Procedures

12.1 Members deemed to have acted inappropriately or in an unsportsmanlike manner may be reported to the Committee in writing within FORTY-EIGHT (48) hours of the incident occurring. Upon receipt of the grievance, the MNA President will contact and assist both parties to attempt to resolve the dispute between themselves.

12.2 The President may elect to convene an impartial sub-committee of no more than 4 additional committee members (including an association MPIO when available) to assist with initial dispute resolution process.

12.3 the parties to a dispute must attempt to resolve the dispute between themselves within 14 days after the dispute has come to the attention of each party,

12.4 How grievance procedure is started:

(1) If the parties to a dispute are unable to resolve the dispute between themselves within the time required by Rule 52 of the MNA Model Rules, any party to the dispute may start the grievance procedure by giving written notice to the Secretary of:

- (a) the parties to the dispute; and
- (b) the matters that are the subject of the dispute.

(2) Within 28 days after the Secretary is given the notice, a committee meeting must be convened to consider and determine the dispute.

(3) The Secretary must give each party to the dispute written notice of the committee meeting at which the dispute is to be considered and determined at least 7 days before the meeting is held.

(4) The notice given to each party to the dispute must state:

- (a) when and where the committee meeting is to be held; and
- (b) that the party, or the party's representative, may attend the meeting and will be given a reasonable opportunity to make written or oral (or both written and oral) submissions to the Committee about the dispute.

(5) If:

- (a) the dispute is between one or more members and the Association; and
- (b) any party to the dispute gives written notice to the Secretary stating that the party:
 - (i) does not agree to the dispute being determined by the Committee; andrequests the appointment of a mediator under Rule 56 of the MNA Model Rules; the Committee must not determine the dispute

12.5. Determination of dispute by committee

(i) At the committee meeting at which a dispute is to be considered and determined, the Committee must:

- (a) give each party to the dispute, or the party's representative, a reasonable opportunity to make written or oral (or both written and oral) submissions to the Committee about the dispute; and
- (b) give due consideration to any submissions so made; and (c) determine the dispute.

(2) The Committee must give each party to the dispute written notice of the Committee's determination, and the reasons for the determination, within 7 days after the committee meeting at which the determination is made.

(3) A party to the dispute may, within 14 days after receiving notice of the Committee's determination under subrule (1)(c), give written notice to the Secretary requesting the appointment of a mediator under Rule 56.

(4) If notice is given under subrule (3), each party to the dispute is a party to the mediation. (Mediation procedures are outline in the MNA Model Rules Division 4 – 55, Mediation.

13. Finals

13.1 At the conclusion of the fixtured rounds, finals shall be played in each grade as follows:

- Semi Final 1 3rd vs 4th
- Semi Final 2 1st vs 2nd
- Preliminary Final Loser of SF2 vs Winner of SF1
- Grand Final Winner of SF2 vs Winner of PF

13.2 In the instance that grades have been combined due to lack of numbers, the committee shall decide the best action to take in the spirit of the competition.

14. Association Fairest and Best Awards

14.1 In the event that players poll equal votes for Association Fairest and Best Awards, the winner will be determined by a count back. The winner shall be the player who polled THREE (3) votes most frequently in that season. Should the tie remain, the count back will revert to the player who most frequently polled TWO (2) votes.

15. Life Membership

15.1 Nominations for Life Membership should be forwarded in writing by a member to the President of MNA.

15.2 Nominees should demonstrate achievement of all criteria outlined in the MNA Life Member Policy:

15.2.1 Attainment of minimum service requirements;

15.2.2 An outstanding contribution to playing, coaching, umpiring, committee service and/or as a general active volunteer (fundraising, canteen etc.); and

15.2.3 Other details of exemplary service.

15.3 Endorsed nominations for the award of Life Membership will be submitted to the existing MNA Life Members for comment.

15.4 Nominations will then be submitted to the Committee for agreement. Presentation of Life Membership is subject to agreement by ALL Committee members (with the exception of a Committee member who is a nominee for the Honorary Life Member award).

16. Committee Meetings

16.1 The Business of Committee Meetings shall be:

16.1.1 Opening of meeting

16.1.2 Apologies

16.1.3 Confirmation of minutes from previous meeting

16.1.4 Business arising from minutes

16.1.5 Treasurer's report: adoption of financial statement

16.1.6 Reports

16.1.7 General business

16.1.8 Date of next meeting

16.1.9 Closure

17. Standing Orders

17.1 The President or Chair shall:

- Make sure a quorum is present at all times
- Conduct the meeting in accordance with the rules

- Control the order of speakers and set time frames as required
- Ensure the appropriate conduct of speakers
- Rule on points of order, procedure and voting
- Ensure Motions and Amendments are moved, seconded, recorded and voted appropriately

18. Duties

18.1 The President shall preside at meetings of the Committee and represent the Association whenever possible or delegate such duties to other members.

18.2 Committee Members shall oversee or support portfolios within the Association structure as directed by the Committee and outlined in the MNA position descriptions.

19. Association Events and Competitions

19.1 MNA will conduct events and provide development for members through competitions, clinics, camps, resources and other activities that provide benefits to the development of the Association.

19.2 The rules and procedures for these events will be set by the MNA Committee. In accordance with MNA Model Rules, 45, the Committee may also delegate these responsibilities to one to more sub-committees.

20. Association Teams

20.1 The Association's colours shall be green, red and silver/grey.

20.2 Athletes selected to represent MNA are bound by the Code of Conduct, Player Agreement and rules set by the Committee from time to time, including fundraising obligations.

20.3 MNA may purchase and retain any property, equipment and uniforms considered necessary by the Committee.

20.4 The selection of Players, Coaches and Team Managers for representative Association teams is to be undertaken in accordance with the MNA Selection Policy.

21. By-Laws

21.1 A meeting of the committee shall have the power to make, amend or rescind by-laws to carry out the requirements of the Association provided that such by-laws are consistent therewith. By-laws may be made, amended or rescinded at any meeting of the committee provided that the resolution for adoption is approved by a majority decision. All by-laws and amendments become operative immediately upon confirmation by the committee (see Rule MNA Model Rules, 73)

