

# **POLICIES**

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# POLICIES

## **1. Representative Players Fees**

To ensure representative players with financial difficulties are not disadvantaged, the Netball Taranaki Board will decide on a case by case basis any request from representative players with financial difficulties who cannot meet payment of their representative fee.

## **2. Recognition to players, coaches, management and officials**

The following recognition will apply at the annual prize giving:

Players: All Taranaki Representative players will receive a certificate and Netball Taranaki Badge. All Taranaki players selected in the **ANZ Cup teams**, Western Representative Teams, named in tournament teams or selected in NZ squads or NZ teams will be acknowledged with a certificate and suitable memento.

Officials, Coaches and Managers of all Taranaki Representative Teams receive a Netball Taranaki Badge and a memento. Any official, coach or manager representing Western Netball to receive a suitable memento.

All umpires appointed to travel with Netball Taranaki Representative Teams to receive a suitable memento.

All umpires and bench officials appointed to NNZ tournaments to be acknowledged with a suitable memento.

All umpires, coaches and bench officials gaining regional or NNZ qualifications to be acknowledged flowers.

If an umpire or Bench Official is recognized in a NNZ's ID squad or appointed to an international fixture acknowledgement with flowers.

## **3. Reimbursement of Expenses**

Any extraordinary costs incurred by Netball Taranaki personnel in carrying out official netball duties can be claimed for. This includes Board & Committee members, and Representative Umpires, Bench officials, Selectors Coaches and Managers.

- Where actual expenses were incurred while acting in an official representative capacity, these may be reimbursed by Netball Taranaki upon presentation of a claim form (obtainable from Netball Taranaki office) and original or photocopied evidence of the expense.
- Course fees for Coaches and Umpires and Bench Officials: Upon successful application to Netball Taranaki One course per year will be reimbursed up to a cost of \$150.00. Coaches, Umpires and Bench Officials who have courses funded by Netball Taranaki are required to support and make themselves available for Netball Taranaki teams events and representative fixtures.
- **50c per Kilometer will be paid for travel in excess of 20km (round trip) Netball Taranaki will reimburse for the KM's over and above the initial 20km's**
- **Claim forms to be submitted for three periods (up to and including) 31<sup>st</sup> March, 30 June and 30 September. Failure to submit within these dates (for periods up to and including these dates) will not be accepted and cannot be claimed in the following claim period.**

## **4. Motor Vehicle Insurance**

Any driver of a Netball Taranaki vehicle or vehicle hired by Netball Taranaki shall hold a current license and be noted on the insurance policy.

## **5. Rented/Owned Motor Vehicles**

- 5.1 To ensure appropriate and adequate protection of rented/owned Netball Taranaki motor vehicles any driver of a Netball Taranaki leased/owned motor vehicle/s must be over 25 years of age and hold a full current NZ drivers license unless otherwise approved by the General Manager.
- 5.2 Unless prior approval is obtained from General Manager, no representative player is permitted to drive the vehicle/s – only team management.
- 5.3 The driver of the vehicle/s is responsible for all traffic related fines and insurance excess if the accident is the fault of the driver. Notification of which must be provided to the General Manager.
- 5.4 The driver of the vehicle/s is responsible for ensuring that the vehicle/s are kept/returned in a clean, tidy condition at all times.
- 5.5 When parked the vehicle/s must be locked at all times.
- 5.6 Whenever possible no Netball Taranaki gear is to be stored in the vehicle/s.
- 5.7 The vehicle/s is for Netball Taranaki related activities only, not personal use.

## 6 **Umpiring**

### 6.1 Taranaki, Regional & NZ Badge Screening & Endorsements

- For Taranaki Badge: **Screenings** and endorsements are to be taken on Senior 'A' Championship Grade game.
- For NZ Regional Badge: Screens and endorsements are to be taken on Premier 2 game or game appointed by Regional Screening Panel.
- For NZ Badge: **Screenings** and endorsements are to be taken on Premier 1 game or game appointed by NZ Screening Panel.
- It is the responsibility of Screening Panels to inform umpires whether they are ready to undertake endorsement/ Screening.

### 6.2 Umpire Appointments to Premier Finals and Representative Fixtures

- Fixtures requiring NZ qualified umpires - on recommendation from NZ Screening Panel
- Fixtures requiring Regional/Taranaki umpires - on recommendation from NZRegional/Centre Panels

### 6.3 Umpiring Allocations – Premier

- All New Zealand umpires to be allocated Premier 1 or 2 game each week that they are available, exception if a Premier 1 or 2 game is required for an endorsement or Screening.
- All Regional umpires to be allocated Premier 1 or 2 game each week that they are available, exception if a Premier 1 or 2 game is required for an endorsement or Screening.
- Taranaki umpires working towards Regional will be allocated Premier 2 games on a rotational basis.
- Umpire allocations personnel to liaise with the NZ and Regional Screening Panel personnel regarding allocation of games for endorsements and examinations.
- **Umpire allocations to Premier Finals and Semi Finals will be done on performance and in consultation with the NZ/Western Screening panel co'ordinator, with the General Manager having final approval.**

### 6.4 Centre Panel

- Annual application forms will be sent out to umpires for positions on Centre Panel including closing dates and appointment procedures.
- **Appointments will be made by the umpiring committee before opening day of the Netball season.**
- Duties and procedures for this panel is set out in the Umpiring Excellence Manual Assessment and Accreditation, No. 7 – New Zealand Centre Umpires Award Section D - Centre Umpires Panel.

## **7 Representative Teams Selection Policy**

Talented Players will be identified, who have demonstrated a consistent and high standard of performance. These selected players to represent Netball Taranaki in the following teams: A, U19, U17, U17 Development, U15 Team, U15 Development, Year 8, Year 8 Development, Year 7 and Year 7 Development.

- **A Squad of 10 players will be named as Representative Players for the Netball Taranaki A Team..**
- Ten Players for each other Netball Taranaki Representative Team will be selected for the Season.
- Taranaki B, U19 and Development teams will select two additional non-travelling reserves
- Players in all Taranaki age group teams must be under the age of the respective age group on 1 January, of the current season.
- Players must be selected within their age-group grades. Any diversion of this policy is to be decided on a case by case basis **and will require final approval from the Representative & Event co-ordinator.**
- **Under exceptional circumstances at the request of an age group coach and with Netball Taranaki's written permission a player may be invited to play in a higher age group provided they have achieved NZ player selection status in the current year. The player may accept or decline the invitation to play at the higher level and such decision will not affect her nomination for future selection.**
- Netball Taranaki Selection Panel comprises of selectors appointed by the Netball Taranaki Rep Working Group.
- A Player must turn up to trials to be eligible for selection. Only exceptional circumstances will be considered as an exception to this rule.
- **After final trial all Taranaki representative team names (and their club/school team names) will be forwarded to the Rep and Event Coordinator for authorisation. The Rep and Event coordinator will forward for release to the Taranaki Daily News within 48 hours of the final trial.(putting in)**
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## **8. New Club Policy**

Any new club application shall be subject to specific criteria (approved by the Netball Taranaki board) including a minimum of two teams, to be financially viable and have a sound club infrastructure.

Application forms are to be sent to the **Netball Taranaki** board with proof of team numbers, financial viability and club structure

The **Netball Taranaki** board will decide on a case by case basis any request for new clubs

## **9. Smokefree Policy**

The objective is for all Netball Taranaki indoor venues at: The Hub, Hawera, TSB Stadium, New Plymouth, Sandford Event Centre Opunake and TET Stadium, Stratford and outdoor courts and buildings at: Waitara, New Plymouth, Inglewood, Stratford, Hawera and Opunake Satellites to be Smokefree. It is also to support the Western Netball Smokefree Policy, the Netball New Zealand Smokefree Charter and to encourage and support Netball Taranaki Clubs and Schools to embrace the *"Proud to be Smokefree"* message.

9.1 Encourage all Satellites to ensure that the Netball Taranaki Smokefree Policy is displayed at all venues.

- Netball Taranaki to keep Satellites and Members informed of Policy amendments and rationale through, notice boards, and other applicable public displays.
- Prominently display Policy within all Satellites, and the Netball Taranaki office.
- Set an appropriate date to present the policy, preferably at the beginning of the netball season at the Registration Meetings.
- Inform local media of the Policy.
- Review the Smokefree Policy annually.

- 9.2 Increase the awareness of the Smokefree message and synergy with Netball's aim of promoting healthy lifestyles, and positively promote Smokefree brand within Netball Taranaki, and all Satellites.
- Promote Smokefree where and when possible when communicating with members through mail outs, newsletters and registrations, and Smokefree logo where possible.
  - Display Smokefree signage at all Venues.
  - Public address **announcements** endorsing the Smokefree message.
  - Utilise Smokefree merchandise/resources where possible.
- 9.3 To provide positive role model association with the Smokefree/Auahi Kore message.
- Provide role models with branded gear and merchandise.
  - Seek media opportunities to promote roles models.
- 9.4 To provide Smokefree with assistance in reaching Club audience, with a view to all Netball Clubs becoming smokefree
- Distribute all Smokefree material and merchandise promptly and directly to Satellites and Clubs.
- 9.5 To promote an awareness of the dangers associated with second hand smoke and promote the Quitline, where appropriate, to smokers within the netball community.
- Have Quit information available to members at appropriate points of distribution, club rooms, bathrooms etc.

#### **10. Netball Taranaki Life Membership, Service Award and Satellite Volunteer Awards**

10.1 There shall be a Netball Taranaki Life Membership, Service Awards and Satellite Volunteer Awards Committee which functions are to:

- (a) consider nominations and make recommendations to the Annual General Meeting of person it considers should be granted Life Membership of Netball Taranaki.
- (b) consider nominations and make recommendations to the annual General Meeting of person it considers should be granted a Service Award to Netball Taranaki.
- (c) consider nominations and make recommendations to the annual General Meeting of person it considers should be granted a Satellite Volunteer Award to Netball Taranaki.

10.2. The Netball Taranaki Life Membership, Service Award and Satellite Volunteers Award Committee shall comprise of three persons who shall be appointed by the Netball Taranaki Board. The committee will consist of the current President of the Netball Taranaki and two (2) others. The two appointed members of the committee shall hold a life or service award membership to Netball Taranaki. The committee shall determine who will be the convener of the Committee. The Board may fill any vacancy in the committee if the need arises. The term of office for a member is three years, however a member may be re-appointed for consecutive terms of office.

10.3. Nomination Process for Life Membership: Under Rule 7.1 of the Constitution, a person shall be nominated for life membership of Netball Taranaki by either the Board, any Club/school or individual member of Netball Taranaki. Nominations must be made on the approved form available from Netball Taranaki and shall be received at the registered office of Netball Taranaki by 5pm on 31 October each year.

To be eligible for nomination as a Life Member the nominee must:

- a. Hold a Service Award to Netball Taranaki.
- b. Have provided exceptional service to Netball Taranaki over a period of at least 15 years which has conferred substantial benefits.

10.4. Nomination process for Service Award: Under Rule 7.3 of the Constitution, a person shall be nominated for a Service Award to Netball Taranaki by either the Board, any Club/School or individual member of Netball Taranaki. Nominations must be made on the approved form available from Netball Taranaki and shall be received at the registered office of Netball Taranaki by 5pm on 31 October each year.

To be eligible for nomination for a Service Award the nominee must:  
Have provided excellence in services to netball over a period of 10 years.

10.5. Nomination process for Satellite Volunteer Award: Under Rule 7.4 of the Constitution, a person shall be nominated for a Satellite Volunteer Award to Netball Taranaki by either any Club/School or individual member of Netball Taranaki. Nominations must be made on the approved form available from Netball Taranaki and shall be received at the registered office of Netball Taranaki by 5pm on 31 October each year.

To be eligible for nomination for a Satellite Volunteer Award the nominee must:  
Have provided outstanding service to netball in the satellites over a number of years.

#### Recommendations:

All nominations marked confidential must be received in writing by the General Manager by no later than the due date each year. Setting out all the relevant information required on the approved form. The General Manager shall forward all nominations to the Life Membership, Service Award and Satellite Volunteer Awards Committee. The committee shall consider the nominations and make its recommendation to the General Manager by 30 November each year. On receipt of the recommendations the General Manager shall notify the nominator whether or not the recommendation was successful, not less than 30 days prior to the Annual General Meeting.

#### Voting:

In accordance with Rule 7.1, 7.3 and 7.4 of the Constitution, if there are any recommendations for Life Membership, Service Awards and/or Satellite Volunteer Awards, they will be awarded if a two thirds majority of those entitled to vote at the Annual General Meeting do so in favor of each recommendation.

10.6 Nominations for all the awards is for volunteer service only, any work done while in paid employment within the netball organisation will not be considered.

## 11. Committees

1. Committees of Netball Taranaki will be established annually. The purpose of such committees shall be for advice and development of the organisation and the game. The Board shall determine the composition, powers, functions and procedures for each committee prior to its appointments.

2. The committees of Netball Taranaki shall be as follows:

- Representative.
- Events.
- Games.
- Umpires.
- Bench Officials.
- Any other committee the Board considers necessary.

3. Expressions of interest for any committees must be submitted on the approved form available from Netball Taranaki and shall be received at the registered office of Netball Taranaki by 5pm on 28 February each year. Appointments will be made at the 1st Board meeting after the Annual General Meeting of Netball Taranaki.

