

England Netball County Netball Association

Terms of Reference

Purpose

To facilitate, lead and manage netball development and delivery within the County, in line with England Netball's Strategic Plan, policies and practices as approved by the Board of Directors, the Regional plan and local priorities.

Objectives

1. Coordinate within the national strategic framework the implementation and monitoring of a County Delivery Plan.
2. Provide leadership, support and guidance for Netball within the County.
3. Promote the game of netball and encourage and enable the development and growth of the game within the County, acting as an advocate for the sport and the National Governing Body.
4. Manage local resources in an effective and efficient manner ensuring targeted investment and the sourcing of partnership funding and new income streams as appropriate and if necessary.
5. Ensure robust governance procedures and high operational standards are in place, in line with England Netball's minimum operating standards and model constitution, to position the County Association as "fit for purpose" in meeting the needs of its membership.
6. Coordinate and deliver County programmes, competitions and events, complying with England Netball competition regulations.
7. Work with the Regional Manager to prioritise the work programme of the Netball Development Officer to support the delivery of agreed targets.

Accountability

1. To the membership of England Netball affiliated to the County.
2. To the Regional Management Board.
3. To the England Netball Board of Directors and Chief Executive Officer.

Delegated Authority

1. To manage local resources in an effective and efficient manner, within accepted financial management policy guidelines and good practice.
2. To manage local disciplinary matters in line with England Netball's Code of Practice and Disciplinary procedures.

Monitoring & Evaluation

1. The County will support the NDO in completing the quarterly reporting template, which will then be submitted to England Netball via the Regional Manager.

England Netball County Netball Association **Minimum Operating Standards**

Governance

- Appropriately constituted organisation
- A membership organisation maintaining regular communication with its members including an AGM
- Disciplinary regulations agreed by the voting members
- Regular well managed meetings
- Applicable EN policies and regulations adopted, e.g. Safeguarding, Equity, Disciplinary and Code of Conduct
- Compliance with appropriate legislation
- Affiliated to England Netball
- Rotation of board members and roles
- An open, fair and transparent recruitment process for board members enabling 'fit and proper' individuals to make up the board
- Identified individuals carrying out specific roles (including the functions identified by EN's recommended structure)
- No EN member of staff serving on the RMB / CNA (need to define to exclude casual tutors and assessors)
- The only purpose of the organisation will be the furtherance of netball within the geographical area listed in the constitution
- Production of an annual report and independently verified accounts available to the members and the EN CEO on request via the RM

Finance

- All membership fees collected through EN
- Reserves policy in place (recommendations available from the charity commission and England Netball)
- Appropriate financial controls

Delivery

- Commitment to the delivery of agreed targets within the National, Regional / County Plan and agreed reporting deadlines met
- Agreed performance academies (County and Satellite) and competitions organised in line with EN guidelines
- Delivery of activities take place in a risk assessed environment
- Complaints and disciplinary procedures in place
- Participation in EN initiatives and consultation opportunities
- An advocate of EN's strategy and initiatives

*Please note a list of policies and practices will follow, Copies of these will be available on request should these not currently be held by the County.