



HEATHCOTE DISTRICT FOOTBALL NETBALL LEAGUE INC.

Registered No: A0091501Q

**BY-LAWS &
COMPETITION
REGULATIONS
AND
HDFNL CONSTITUTION
SEASON 2020**



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Registered No: A0091501Q

**BY-LAWS &
COMPETITION
REGULATIONS
AND
HDFNL
CONSTITUTION**

SEASON 2020

Every effort has been made to ensure the accuracy of the contents of the this handbook for 2020. All fair and reasonable means have been taken to ensure accuracy at the time of printing.

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HEATHCOTE DISTRICT FOOTBALL NETBALL LEAGUE

BY-LAWS & COMPETITION REGULATIONS 2020

1.0 DEFINITIONS AND INTERPRETATIONS

In the following by-laws and regulations, unless the contrary intention appears:

- HDFNL means the Heathcote District Football Netball League incorporated
- The League means the Heathcote District Football Netball League
- The Board means the Board of Management of the Heathcote District Football Netball League
- General Manager means the General Manager appointed by the Board of Management at the first meeting following the League's Annual General Meeting.
- The Commission means the Central Victorian Australian Football Commission incorporated.
- AGM means the Annual General Meeting of the Heathcote District Football Netball League
- AFL CV means AFL Central Victoria Administration
- Tribunal means the independent tribunal panel appointed by the board of management of the Heathcote District Football Netball League and AFL CV
- Home and Away means any game played prior to the commencement of the final series
- Day means any day of the week except Saturday and Sunday.

- Seniors means the team in the highest grade of Football.
- Protesting club means the club which has lodged a protest or complaint against another club.
- Opposing club means the club which has had a protest or complaint laid against them by another club

2.0 HDFNL GENERAL BY-LAWS

These rules must be read in conjunction with:

1. AFL Laws of Australian Football.
2. AFL Victoria Country Rules and regulations as published each year in the AFL Victoria Country from time to time.
3. Netball Victoria Rules & Regulations.
4. The HDFNL Constitution.
5. HDFNL football and netball by-laws and competition regulations.
6. In case of any question arising as to the interpretation of these by-laws, the Board of Management shall determine the intention of the by-law in question.

2.1 Club affiliation:

Each club shall affiliate with the HDFNL by:

- a) Payment of affiliation fee of \$200.00 which is payable 21 days before the AGM of the season in which the club wishes to affiliate.

2.2 Club Colours:

- a) Club playing colours must be registered with the league and approved by the board. This includes the colour and design of football jumpers, shorts, socks and netball dresses, nicks, socks and netball bibs.
- b) Any alteration to the registered club colours must be approved by the board.
- c) Players wearing supportive, compression garments must ensure that these are "skin" colour only.
- d) If the Board determines that club colours will clash between two opposing clubs, then the board will request an alternative playing uniform be used by one of these clubs (determined by the board) for these particular matches.
- e) No player shall take part in any match of the league unless he/she is wearing these registered colours.
- f) Current playing uniforms registered with the league are shown in attachment 1.

2.3 Club Details:

- a) Clubs are required to complete a club information document and submit this to the league by 31st January each year. Penalty for non-compliance - \$50.

2.4 Club Sponsors:

- a) Clubs are required to adhere to all conditions contained in any league sponsorship agreements as entered into by the Board from time to time.
- b) Club sponsors are to be registered with and approved by the Board
- c) Sponsors' logos that are to be placed on playing apparel must be approved by the Board
- d) On football jumpers: approved logos may be placed on the back of the jumper and are to be located underneath the playing number and no larger than 300mm x 100mm (L x W).

Approved logos may be placed on the front of the jumper and are to be placed on the upper chest area only and may be no larger than 100mm x 100mm.

- e) On Football shorts: approved logos are to be located on the front left leg only and no larger than 100mm x 50mm (L X W).
- f) Netball bibs should only have the sponsorship logos for Netball Victoria and League.
- g) Clubs may not enter into sponsorship agreements with businesses associated with tobacco and /or tobacco related products.
- h) Companies associated with alcohol and/or alcohol related products may not be advertised on any junior uniforms.

2.5 Competition conditions – Home & Away series

- a) All matches during the home & away series are to be played on a Saturday unless otherwise sanctioned by the board.
- b) In all matches, four (4) premiership points shall be awarded for a win, two (2) points for a draw, and zero (0) points for a loss or a bye.
- c) The Primary Grade netball games are to be non-competitive and as such, are not subject to by-laws 2.5 (b) & (c).
- d) All netball games should be played on an appropriate outside court available to the club within the vicinity of the football venue.

2.6 Competition conditions – Final Series

- a) At the competition of the rounds of home and away matches, the five (5) leading clubs shall compete in the major premiership series under league administration.

The major premiership series shall consist of an elimination final (4th v 5th), qualifying final (2nd & 3rd), first semi-final (loser qualifying final (loser qualifying final), Preliminary final (loser 2nd semi-final v winner preliminary final).

- b) Venues for all finals, except the Grand Final, shall be allocated on a rotational system.
- c) The board shall determine the venue for the Grand Final
- d) It shall be the responsibility of the club whose venue has been allocated a final, to advise the board if there is a problem, or likely to be a problem, with any playing surface or surroundings.
- e) The board shall then determine if the venue is suitable for play. If it is deemed that a venue is no longer suitable for play, the next venue in the rotation system shall be allocated a final.

2.7 Revenue and expenditure

- a) Clubs will pay an administration fee to the League during the current season. The amount of this fee shall be set at the AGM and paid in instalments as determined by the Board.
- b) All gate receipts for the final's series shall be paid to the League and the League shall pay all expenses, except catering expenses, incurred in the staging of such final series.
- c) Notwithstanding by-law 2.7 (a), the League shall pay all catering expenses for the Grand Final only.
- d) The League are to employ all gate keepers for all final's games. The gate keepers to be paid 5% of the total gate takings from their appointed final. Organisations providing their services as gate keepers for finals must have no affiliation with the Football Netball Club hosting their appointed final.
- e) The League shall pay to the club that it employs to host the Grand Final, an amount determined by the Board which shall be not less than 10% of the gate takings for the Grand Final.
- f) The league shall pay a minor dividend to each eligible club. This dividend shall be an amount for appearance of all open-age teams, both football and netball, in the finals series. In effect, this is a refund of the open-age player entry fee for each final in which they participate.
- g) A major dividend shall be paid to each club as determined by the Board.
- h) All fines incurred by a club and any outstanding funds owed to the League by a club shall be deducted from that club's major dividend.
- i) If a club receives a major dividend which is less than the total amount owed to the League by that club, then that club shall pay the outstanding balance to general League funds.

- j) Club membership tickets will not admit any person to any game of the finals series of the HDFNL.
- k) All clubs participating in the Final series matches must be financial with the League before close of business on the Wednesday preceding the final round of home and away matches. If a participating club is not financial by this time, the Board may, at its discretion, remove all or any of its teams from their position in the Final Series matches and promote the next entitled financial teams in their place, to participate in the Final Series.
- l) Any club that has not paid the required fee instalment within fourteen (14) days after the due date shall be subject to a penalty of not less than \$100 unless payment arrangements have been approved by the board prior to the due date.

2.8 Affiliation

- a) All Clubs affiliated with the HDFNL shall be required to field, as a minimum:
 - i. one (1) senior football team
 - ii. one (1) reserves football team
 - iii. one (1) underage football team
- b) The above requirement is mandatory, unless a majority of not less than two thirds of member clubs of the league approve a club's written application for special consideration.
- c) It is preferable that all clubs affiliated with the HDFNL field all grades of netball being – A Grade, A Reserve, B Grade, B Reserve, 17 & Under, 15 & Under and a non-competitive Primary team.
- d) However, as a minimum, all clubs must field three (3) netball teams in the following order:
 - i. Senior teams to be filled in the order of A Grade, A Reserve, B Grade and B Reserve.
 - ii. In all Home & Away games, teams must fill an A Grade team before the A Reserve team and fill the A Reserve team before the B Grade team and fill the B Grade team before the B Reserve team.
 - iii. Junior teams to be filled in order of 17 & Under then 15 & under.
- e) All clubs affiliating with the HDFNL must pay an affiliation fee of \$200 at the AGM, but no later than 31st January in the year that they intend to affiliate.

2.9 Auditor

- a) At first Board meeting after the AGM, the board shall appoint an appropriate company or qualified individual to audit the League's finances.

- b) This company/individual shall examine the accounts paid and accounts received and be satisfied with their correctness as they have been submitted at the end of the League's financial year (31st October each year).

2.10 Meetings

- a) At least three (3) club representative meetings shall be held each season.
- b) Two (2) representatives per club shall be required to attend these meetings as scheduled by the Board.
- c) If a club is not represented at any League sanctioned meeting or function, then that club shall incur a fine of \$50
- d) If a vote is required, then each club shall be afforded two (2) votes provided that at least two club representatives are in attendance at the meeting.

2.11 Independent tribunal

- a) The Board shall appoint a group of people to form its independent tribunal. These people will remain as members of the tribunal panel at the discretion of the Board or until the appointed person resigns from the panel.
- b) When a tribunal is required, no less than three (3) persons from this appointed group will be selected to form the panel to determine any matter referred to the tribunal.
- c) The board may, from time to time, appoint a tribunal convenor to act on behalf of the General Manager to represent the league and select members, in accordance with by-law 2.3 b, to form a tribunal panel and present the changes to the tribunal
- d) The Tribunal shall have the power to:
- Decide any matter that is referred to it for determination
 - Summons or arrange for any person(s) to appear to give evidence at a hearing of any report against a player or official
 - Impose any costs on the parties involved or withhold all or part of any deposit lodged
 - Make any decision or impose any penalty that it considers appropriate.
 - Charge any person with the offence of giving untruthful evidence and impose any a penalty on that person as they believe is appropriate.
- e) All persons involved are required to attend the hearing

- f) Any reported player who fails or refuses to attend a tribunal hearing shall be suspended by the tribunal until such time that he/she appears before the tribunal
- g) If a tribunal is unable to sit or if any witnesses and/or reporting officials are unable to attend a tribunal hearing prior to the reported player's next scheduled game, then that reported player is permitted to play in any match until the tribunal can hear the charge.
- h) Members of the police force are permitted to act as a player advocate provided, they hold a position on the committee of the player's club.
- i) At the recommendation of the Tribunal, the board may place a fine on any clubs who fail to attend a tribunal hearing. The minimum fine imposed shall be \$100.
- j) AFLCV has developed a document outlining the processes to be followed should a report be made against a player or an official. This document shall be distributed to all clubs by 31st March each year.
- k) Netball Victoria Competition Complaints Handling Regulations.

2.12 Penalties

- a) In any instance where no penalty is expressly provided for in these by-laws, any breach of any by-law of the HDFNL shall be dealt with by the Board as it may think suitable and appropriate.
- b) In the event of a suspected breach of the AFL Vic Country or HDFNL regulations or by-laws, the General Manager, in consultation with the Board, shall serve on the club concerned a "show cause" notice.
- c) This notice will require the club to respond, in writing, explaining the circumstances surrounding the alleged breach.
- d) The General Manager must receive this written response within three (3) days of the date on the League's notice.
- e) The Board will then determine a penalty, if any. This penalty may include, but is not limited to:
 - Reversal of match result
 - A fine, which may be wholly or partly suspended
 - A Censure
 - Referral to an investigation officer
 - Referral to mediation
- f) The penalty for playing an unregistered or ineligible football player will be as determined by AFL Victoria Country regulations.
- g) For alleged breaches of football regulations, clubs are able to appeal any decision by the Board as outlined in AFL Victoria Country regulations.

- h) The penalty for playing an unregistered player for netball is outlined in by-law 4.4

2.13 Protests

- a) A Club that wishes to lodge a protest in relation to any match under the control of the HDFNL must:
- Notify the opposing club of their intention to protest by 6:00pm of the evening if the match in question
 - Lodge the details of the protest to the General Manager of the league, in writing on official club letterhead, by 5:00pm on the Monday following the match in question
- b) This written protest must be accompanied by a deposit of \$200. If the protest is not deemed frivolous, this deposit may be refunded in full, after the protest is heard by an appointed panel.
- c) Within twenty-four (24) hours of receiving the written protest and deposit, the General Manager shall forward the details of the protest to the secretary of the opposing club.
- d) Within twenty-four (24) hours of the receipt of their information from the General Manager, the opposing club must provide details of their knowledge of the issue in question.
- e) Within twenty- four (24) hours of receiving this information from the opposing club, the General Manager shall convene a panel to deal with the protest and may call representatives from both clubs to appear before the panel.
- f) The panel charged with the task of determining the outcome of the protest shall consist of three (3) members, neither of whom have any connection to either club involved in the protest.
- g) If club representatives are required to address this panel, then the General Manager shall give both clubs at least two (2) days' notice concerning the details of this meeting

2.14 Prior Knowledge

- a) If any club knowing that any player of an opposing team is ineligible to play and does not notify the president or secretary of that opposing club, then any subsequent protest lodged by that club shall not be considered.
- b) Any players knowing that he/she is ineligible to play, shall be subject to a sanction as determined by a tribunal committee.

2.15 Appeals

- a) For protests lodged in relation to football matches, the appeals process against any decision made by the above panel is as outlined and amended from time to time in the AFL Victorian Country handbook.

- b) For protests lodged in relation to netball matches:
 - i. An appeal is to be made in writing to the General Manager within forty-eight (48) hours following the club's notification of that decision
 - ii. The appeal will be heard by an independent tribunal committee
 - iii. Both clubs concerned have the right to be present at the appeal
 - iv. The decision of the independent tribunal committee shall be final

2.16 Life Members

- a) The League shall, on a majority of the board members present, have the power to elect honorary life members of the league
- b) Not more than two (2) life members shall be elected annually
- c) Life membership shall be awarded only to those persons who have rendered special service to the League or to the game in general for a period of not less than ten (10) years.
- d) A nomination for life membership may be made by a club president on behalf of his/her club or by any member of the Board of Management.
- e) In the event of a current board member being nominated, that member shall not have a vote in relation to the life membership.
- f) The league shall bestow on any player who has played at least 200 senior games of football or 200 A Grade games of netball in the HDFNL, an award of merit.
- g) These players shall receive an honorary life membership of the league.

2.17 Club Member expelled or suspended

- a) Any Club expelling or suspending a member from its club shall forward to the Board, within one (1) week of such expulsion or suspension, the name of the member, together with the particulars of the issue which lead to the expulsion or suspension.
- b) If the member in question is a football player, then that player shall have the right of appeal in accordance with the AFL Victorian Country regulations.
- c) Any other club member shall have the right of appeal to the League, provided written notice of intention to exercise such a right is given to the General Manager within seven (7) days from the date that the member received such notice of expulsion or suspension.
- d) No player whilst so expelled or suspended, shall be permitted to play in any HDFNL sanctioned game.

2.18 Codes of Conduct and Other Policies

- a) All players, officials and club Members at all League matches shall be subject to the Policies and Codes of Conduct as issued by the HDFNL from time to time.
- b) The HDFNL has adopted the following AFL Victoria and/or AFL Victoria Country Policies as policies of the HDFNL, policies being:
 - AFL Vic Country - Overage Player Policy
 - AFLCV - Cyberbullying Policy

- AFL De-Registration Policy
 - AFL Vilification & Discrimination Policy
 - AFL Codes of Behaviour
 - AFL Social Media Engagement Policy
 - Safeguarding Children Policy
 - AFL Privacy Policy
 - AFL Coaches - Codes of Conduct
 - Community Safeguarding Children Young People Policy (NEW)
 - Community Safeguarding Children Young People Code of Conduct (NEW)
 - Spectator Safety Policy (NEW)
- c) The HDFNL has adopted the following Netball Victoria policies (as published by Netball Victoria) as policies of the HDFNL:
- Codes of Conduct
 - Member Protection Policy
 - Child Safety Policy
 - Cyber Safety Policy
 - Competition & Complaints Handling Regulations

3.0 HDFNL FOOTBALL COMPETITION BY-LAWS (RULES)

These rules must be read in conjunction with:

1. AFL Laws of Australian Football
2. AFL Victoria Country Rules and Regulations as published each year in the AFL Country Handbook or as amended by notification from the AFL Victoria Country from time to time.

3.1 Transfer of players

Transfer of players from one club to another are governed by the rules of the AFL National Player Transfer Regulations as published and/or amended from time to time and AFL Victorian Country regulations.

3.2 Registrations of players and officials

Registrations of players and officials is governed by AFL Victoria Country regulations.

- a) Prior to being listed on a club's match day team sheet, all players and officials must be registered with that club by completing the online registration process through the club's website.
- b) Any player registered with any club affiliated with the HDFNL shall not be eligible to play with HDFNL club unless he has first obtained a transfer from the club which he is currently registered or unless he is granted permit under the opposition match day permit policy as outlined in HDFNL regulation 3.5

- c) Any club official who may be required to enter the playing field or remain inside the playing arena while play is in progress must be registered with his or her club and must be listed on the relevant club's team sheet. A registered doctor is not required to be registered with the club on the day nor listed on the team sheet.
- d) Registrations and re-registrations may occur anytime during the current season.

3.3 Under age players

- a) Players in the underage competition must be under 17 years on the first (1st) January of the year of playing, Verification of age shall be by a copy of their birth certificate or school records.
- b) Any underage player who is registered with another club in another league shall not be eligible to play in the HDFNL underage competition unless he has first obtained a transfer from the club in which he is currently registered or unless he is granted a permit under an area agreement developed between the HDFNL and the league with which he is currently associated.
- c) The HDFNL has developed an overage policy which allows a player who does not satisfy HDFNL regulations 3.3(a), to play in the underage competition. Clubs must be aware of the requirements of this policy, as distributed and amended from time to time, prior to listing any overage player on the club's underage team sheet. Refer to attachment 2.
- d) By-Law 3.3 (a) may not be amended unless five (5) or more HDFNL affiliated clubs submit a joint request for the HDFNL Board to convene a Special Meeting to review and consider a change to the age limit.

3.4 Number of players: Open Age Teams

- a) The senior team shall consist of eighteen (18) players and four (4) interchange players.
- b) To be eligible for premiership points, the reserve team must consist of a minimum fourteen (14) players and a maximum of eighteen (18) players with four (4) interchange players.
- c) To assist clubs in fielding teams for the reserves only, teams may "borrow" players from the opposition on the day of the match by using opposition match day permits.
- d) Any player who agrees to play for the opposition on the day must be listed on the oppositions team sheet with the annotation "OP" beside their name.
- e) For the final's series, all teams are eligible to play a maximum of eighteen (18) players and four (4) interchange players.

3.5 Number of players: Underage Teams

- a) To be eligible for premiership points, the underage team must consist of a minimum of fourteen (14) players and a maximum of eighteen (18) players with four (4) interchange players.

- b) A player from a league which has an area agreement with the HDFNL shall be considered as a registered player of the team for the purposes of having the minimum number of fourteen (14) to commence an official game.
- c) For the home and away series, both underage teams are to be equal in number on the field prior to the commencement of play.
- d) Both teams must make every reasonable effort to ensure that each team has at least fourteen (14) players on the field at the commencements of play.
- e) Teams may "borrow" players from the opposition on the day of the match by using opposition match day permits to ensure that numbers are equal on the field prior to the commencement of play.
- f) Any player who agrees to play for the opposition on the day, must be listed on the opposition's team sheet with the annotation "OP" beside their name.
- g) If the equalisation regulation (3.5c above) results in teams having less than eighteen (18) players on the field, then the number of interchange players for the team that initially had enough numbers is not limited to four (4) but may be sufficient to have a maximum of twenty-two (22) players listed on the team sheet.
- h) If an injury or other incident occurs which results in the teams not being equal in number on the field then the opposition is under no obligation to even up the numbers for the remainder of the game but they cannot increase the number of players over and above the number that were on the field for their team at the commencement of the game.
- i) For the home and away series, if the number of players falls below fourteen (14) due to injury only, then the game is not forfeited until the number of players is less than twelve (12).
- j) For the finals series, all teams are eligible to play a maximum of eighteen (18) players and four (4) interchange players.

3.6 Withdrawal of teams during the season

- a) If a team withdraws prior to the midway round of the season then all games played against that team shall be deemed unofficial. All individual league awards for these games shall be invalid.
- b) If a team withdraws from a competition after the midway round of the season, then the games up to and including the midway round shall be deemed official and individual awards shall be valid.
- c) In this case, any games played after the midway round shall be deemed as unofficial and any league awards shall be invalid.

3.7 Teamsheets

- a) Team sheets generated from the club's Sports TG website data base are to be used as the official record of players and officials involved in a specific match.

- b) The team sheets must include the names (Family and first names) and jumper numbers of all players in the match,
- c) The team sheet must also include the names of all officials (family and first names) who may be required to enter the playing field or remain inside the playing arena while play is in progress.
- d) The team sheets must indicate the Captain, Coach and interchange players.
- e) The team sheets must be signed by the team manager and a copy to be provided to the officiating central umpires no later than thirty (30) minutes prior to the scheduled starting time of the senior match and no later than twenty (20) minutes prior to the starting times for the reserves and under age matches. At the same time, a copy of the team sheets must be exchanged with the opposition team manager.
- f) The team manager shall ensure that each player shall wear a jumper with a number that corresponds to the name and number on the team sheet.
- g) The team manager shall also ensure that the name and number corresponds to the name and numbers listed in the game day record (Yabba)
- h) During the home & away season, the penalty for infringement of 3.7 (g) after 4 rounds or games played will be \$10 per infringement for the senior team list and \$2 per infringements for the reserves team list.
- i) During the final series: for all team lists a penalty of \$10 shall apply for each infringement of 3.7 (g).
- j) Penalty for any other team sheet error - \$10.00

3.8 Number of officials

- a) The number of runners per team permitted shall be one (1).
- b) The maximum number of water carriers is four (4).
- c) The combined number of trainers and water carriers is not to exceed six (6), unless the AFL Victoria Country heat/cold policy is invoked, then this number can increase to a maximum of eight (8) with a maximum of six (6) water carriers. As per the AFL Vic Country regulations.
- d) Not including the runner, trainers and water carriers, a maximum of three (3) club officials, which includes the coaching staff, may remain inside the fence whilst a game is in progress. These club officials must remain behind a line which is 1.5 metres from the boundary line.
- e) Minimum penalty for infringements of above rules (where not determined by AFL Vic Country regulations) - \$10.

3.9 Expectations officials

- a) The runner must wear a top approved and supplied by the league and either black tracksuit pants or black shorts. The runner's top must have the name of the club printed on the back.

- b) Trainers must wear a top approved by the league and black or white track pants or black shorts. Tops must have the club name printed on the back and must be individually numbered.
- c) Water carriers must wear a top approved by the league and black tracksuit pants or black shorts. Tops must have the club name printed on the back and must be individually numbered. Where possible, they must be fourteen (14) years of age or older.
- d) All officials must wear approved and appropriate footwear.
- e) Penalty for each infringement of the above expectations - \$5
- f) The duties of all officials are as outlined in the AFL Vic Country regulations 15.2. Penalties for any infringement of these duties are as outlined in the AFL Vic Country regulation 15.0

3.10 Match times – Home and Away Series

SENIORS:

- a) The match shall commence no later than 2:15pm on the day of play.
- b) The game shall consist of four (4) quarters each of twenty (20) minutes duration of actual playing time. Time on will be added for stoppages as per AFL Law 10.5
- c) Maximum intervals between quarters shall be as follows: six (6) minutes between the 1st and 2nd quarters; twenty (20) minutes between the 2nd and 3rd quarters; six minutes (6) between the 3rd and 4th quarters.

RESERVES:

- d) The match shall commence no later than 12:15pm on the day of play.
- e) The game shall consist of four (4) quarters each of twenty-two (22) minutes duration. No time on for stoppages.
- f) Maximum intervals between quarters shall be as follows: five (5) minutes between 1st and 3rd quarters; ten (10) minutes between the 2nd and 3rd quarters; five (5) minutes between the 3rd and 4th quarters.

UNDER AGE:

- g) The match shall commence no later than 10:30am on the day of play.
- h) The game shall consist of four (4) quarters each of eighteen (18) minutes duration. No time on for stoppages.
- i) Maximum intervals between quarters shall be as follows: five (5) minutes between the 1st and 2nd quarters; ten (10) minutes between the 2nd and 3rd quarters; five (5) minutes between the 3rd and 4th quarters.

NIGHT GAMES:

- j) Where the league has approved a night game, the following starting times shall apply:
- Under age – not later than 2:30pm
 - Reserves – not later than 4:15pm
 - Seniors – not later than 6:15pm
- k) Match durations and intervals are as outlined in by-laws 3.10

3.11 Under Age Competition – Match Conditions

- a) Boundary umpires will not be supplied for the underage competition home and away matches.
- b) In the underage competition only, the following rules shall apply:
- If the ball goes out of bounds by foot, whether on the full or not, a free kick shall be awarded to the opposing team
 - A player cannot directly score from this kick.
 - If the ball goes out of bounds, but not off a player's foot, a ball up shall occur five (5) metres inside the boundary at the point where the ball went out.

3.12 Time Keepers

- a) For the home & away series, each club shall provide one (1) time-keeper for each game.
- b) For the home & away series, each club shall provide one (1) time-keeper's card for each game.
- c) For the final's series, time keepers shall be appointed by the league.
- d) Time Keepers are required to report any teams who are not ready to start at any of the times provided for in b-law 3.10.
- e) Penalty for breaches of by-law 3.10 - \$40 per senior team; \$10 per reserves and under age teas.
- f) Time keepers are also required to keep a running score for each game. If the two goal umpires are unable to agree on the score at the end of each quarter, then the official score at the time shall be as per the time keeper's score card.
- g) Time keepers must also record the Match time that any player or official was ordered from the playing arena by a central umpire.
- h) When a player or an official is ordered from the playing field, the runner or team manager shall report to the time keeper to acknowledge the time ordered off and when the person is able to be replaced or return to the field of play. Only persons approved by the league are permitted in the time keeper's box during any official game between clubs affiliated with the HDFNL.

3.13 Match times – Finals Series

SENIORS:

- a) The match shall commence no later than 2:15pm on the day of play.
- b) For the Grand Final only, the match shall commence no later than 2:20pm
- c) The game shall consist of four (4) quarters each of twenty (20) minutes duration of actual playing time. Time on will be added for stoppages as per AFL Law 10.5
- d) Maximum intervals between quarters shall be as follows: six (6) minutes between the 1st and 2nd quarters; twenty (20) minutes between the 2nd and 3rd quarters; six (6) minutes between the 3rd and 4th quarters.

RESERVES:

- e) The match shall commence no later than 12:00 noon on the day of play.
- f) For the Grand Final only, the match shall commence no later than 11:50am
- g) The game shall consist of two (2) quarters each of twenty-two (22) minutes duration (No time on for stoppages), followed by two (2) quarters each of twenty (20) minutes duration of actual playing time. Time on in the final two quarters will be added for stoppages as per AFL law 10.5
- h) Maximum intervals between quarters shall be as follows: five (5) minutes between the 1st and 2nd quarters; ten (10) minutes between the 2nd and 3rd quarters; five (5) minutes between the 3rd and 4th quarters.

UNDER AGE

- i) The Match shall commence no later than 10:00am on the day of play.
- j) For the Grand Final only, the match shall commence no later than 9:30am
- k) The game shall consist of two (2) quarters each of eighteen (18) minutes duration (No time on for stoppages), followed by two (2) quarters each of eighteen (18) minutes duration (No time on for stoppages), followed by two (2) quarters each of eighteen (18) minutes duration of actual playing time. Time on in the final two quarters will be added for stoppages as per AFL Law 10.5
- l) Maximum intervals between quarters shall be as follows: five (5) minutes between the 1st and 2nd quarter; ten (10) minutes between the 2nd and 3rd quarters; five (5) minutes between the 3rd and 4th quarters.

3.14 Drawn Games – Final Series

In the event of any match in a draw during the final's series only, the following procedure will be followed:

- Umpires consult to ensure that the scores are in fact tied at the end of play.
- A game of five (5) minutes plus time on be played for two (2) periods with teams reversing ends after the first five-minute period with an immediate change over.

- Should scores remain tied after these two periods of play, a further two periods of five (5) minutes each plus time on to be played with teams reversing ends only after the first of these extra five-minute periods, again in an immediate change over.
- Should scores remain tied again, Captains toss for ends and the first score wins.
- Coaches are not permitted to address their teams any time.

3.15 Eligibility – Home & Away Series

- a) A player must be registered with the club prior to competing in any home & away match for that club.
- b) If an underage player plays more than eleven (11) games with the senior team, the he becomes ineligible to play underage football for the remainder of the season, including finals.
- c) A player registered with a different club may play with a club affiliated with the HDFNL, provided that the player applies for a permit in accordance with AFL Vic Country regulation.
- d) Such a permit must be applied for online and any required paperwork completed and forwarded to AFL CV administration prior to the player playing for the HDFNL Club while still registered with another club.
- e) At the beginning of each season, the League approves area agreements with neighbouring leagues in accordance with AFL Vic Country regulation 2.10. It is the responsibility of the club and/or the team manager to be aware of the conditions governing the use of permit players under these area agreements.
- f) The penalties for playing an unregistered or incorrectly permitted players are outlined in AFL Vic Country regulation.

3.16 Eligibility – Final Series

During the Current Season:

- a) A player must have played at least five (5) home and away games recorded as played for the club, to be eligible to play in the final's series of any grade..
- b) A player must play 5 reserves football games in the home and away games to be eligible for the Reserves finals.
- c) Any player who has played more than one half of the of the club's senior grade home and away games, scheduled for his club, shall be ineligible to play in the final series of the Reserves.
- d) Any player who has played more than one half of the of the club's senior grade home and away games, scheduled for his club, shall be ineligible to play in the final series of the underage grade.
- e) A player must have played five (5) reserves football games in the home and away games to be eligible for the Reserves final series. A player must have played five (5) under age home and away games to be eligible to play in the underage finals series.

- f) In the event of any club having seniors and reserves teams playing on the same weekend of the finals series, players can be interchangeable and by-law 3.16 (c) will not apply.
- g) In the event of any club having seniors and underage teams playing on the same weekend of the finals series, players can be interchangeable and by-law 3.16 (d) will not apply.
- h) If a player plays on a day permit with the HDFNL oppositions team, then that game will count as a game for his registered club for finals eligibility calculations.
- i) For eligibility purposes, any player listed on the team sheet must be at the ground, dressed in football playing attire and ready to take the field if called upon.

3.17 Emergency players – Final Series

- a) A maximum of three (3) emergencies any be named for any grade during the final's series.
- b) In the event of both senior and reserve teams playing on the same day during the finals series, then a player named as a senior emergency and not having played more that forty (40) minutes of playing time in the reserves final , may be withdrawn from the match and play in the senior final because of a late withdrawal of a senior player due to injury or illness on the day.
- c) Reserves players who are named as an emergency for the senior team and play for the reserves in the Saturday Final can play with the seniors on the Sunday following in the event of a late withdrawal of a senior player due to injury or illness.
- d) For both by-laws 3.15 (b) & (c) above the board may request medical evidence to substantial the withdrawal of the senior player.

3.18 Long-term injury – Eligibility for final series

During the Current Season

- a) If a player is seriously injured while training or playing for his HDFNL affiliated club (practice matches and interleague included), then his club may apply in writing to the League for special consideration to allow that player to compete in a final series without obtaining the minimum eligibility criteria outlined in by-law 3.14
- b) This written application must be made at least five (5) weeks prior to the commencement of the final's series.
- c) The League may require evidence as to the nature of the long-term injury before ruling on a club's written application.

3.19 TAC Players- Eligibility for final series

During the current series

- a) Any player on local interchange to a TAC club must play a minimum of two (2) games with his HDFNL affiliated club in any grade.
- b) If a player plays more than half of the scheduled TAC Competition home and away games, then that player becomes ineligible to compete in the underage final's series of the HDFNL in any grade.

3.20 State League players – Eligibility for final series

During the current season

- a) Any player on local interchange to a State League club must play a minimum of five (5) games with his HDFNL affiliated club in any grade.
- b) If a player plays more than half of the scheduled State League competition home and away games, then that player becomes ineligible to compete in any final's series of the HDFNL in any grade.

3.21 Umpires – General

- a) The League shall appoint an Umpire association affiliated with AFL Victoria to officiate at all matches.
- b) Where more than one umpire association are officiating, they shall umpire in games as determined by the League during the home and away series.
- c) Field umpires shall have the power to report players or officials as set out under law 19.2.2 of the AFL Laws of Australian Football and AFL Vic Country regulation 10 as published annually and amended from time to time.
- d) The League will develop a Memorandum of Understanding (MOU) with each Umpire Association prior to commencement of each football season.
- e) The appointed umpire association(s) shall provide field, boundary and goal umpires for the senior grade games each week
- f) The appointed umpire association(s) shall provide field and boundary umpires for the reserve grade games each week.
- g) The appointed umpire association(s) shall provide field umpires for the underage grade games each week
- h) Scores of all matches shall be kept on League score cards and the field and goal umpires are to sign these as correct at the completion of the match.
- i) In the event of the scores of both goal umpires not matching at the end of any period of play, then By-Law 3.12 (f) shall determine the score at that time.

3.22 Umpires – Club

- a) In the event of an officially appointed umpire not being available, a substitute club umpire shall be appointed by agreement of both captains.

- b) Club appointed umpires, shall have all the rights and responsibilities of those umpires appointed by the umpire association.
- c) If a club supplies a substitute umpire, then that club shall invoice the League for the umpiring fee & as determined by AFL Victoria.
- d) The club goal umpires must wear a white coat, or a high visibility vest as approved by the League.
- e) Any substitute club umpire must wear predominately all white uniform.
- f) All club umpires are expected to have a complete knowledge of all the relevant rules of umpiring as per regulation 10 of the AFL Vic Country and the AFL Laws of Australian Football as amended from time to time.
- g) All clubs shall be provided with a copy of these regulations and laws at the commencement of each session.
- h) All club umpires officiating in any underage match, must be aware of HDFNL Rule 3.11

3.23 Best & Fairest Voting

- a) League best and fairest voting is to be done by the appointed field umpires on the official cards supplied by the home club as provided for by the league.
- b) All best and fairest voting for each grade to be selected from the official players team sheet on the day.
- c) In any grade, in the event of players receiving the same number of votes at the end of the home and away season, then each player shall be credited with the award and count back system shall not be used to separate the players in question.
- d) Any player who has been found guilty of any offence by the league's independent tribunal or who has accepted a set penalty for any offence shall ineligible to receive any best and fairest award in any grade.
- e) Any player playing in the HDFNL on a permit from another league shall be ineligible to receive any votes in the best and fairest award.
- f) The best and fairest trophy for the senior grade shall be known as the Sam Cheatley medal.
- g) The best and fairest trophy for the reserves grade shall be known as the Tom Morgan medal
- h) The best and fairest trophy for the underage grade shall be known as the David Roulston medal.
- i) Voting in any league best and fairest shall finish after the last home and away game.

3.24 Umpires – Finals

- a) The League shall appoint an Umpire Association affiliated with AFL Victoria to officiate at all finals matches.

- b) Where more than one umpire association is officiating, they shall umpire in games as determined by the League and on merit-based system as determined by each association in liaison with the League during the finals series.
- c) The League shall provide all umpires for all grades during the final's series.
- d) For the underage final's series, by-laws 3.11 above, shall not apply and official boundary umpires shall be appointed to these games.
- e) In the event of any umpire appointed to any finals game not being available at the commencement of the game, then the Chairman and/or the General Manager of the League shall have the power to appoint a substitute.

3.25 Awards – Grand Final

- a) The League shall present a medallion to each player and head coach from the premiership team in each grade
- b) The League shall award a medallion for the player selected, by an appointed panel, as the best player on the ground for each grade.
- c) The medallion for the senior and underage best player shall be known as the AFL Victoria Country Medal.
- d) The Medallion for the reserves best player shall be known as the HDFNL medal

3.26 Match Day Requirements – Home and Away series

- a) The home club shall supply the following documents for all home games:
 - i. One (1) goal kickers/best players card for each grade.
 - ii. One (1) reserves goal umpire card and one (1) underage goal umpire card
 - iii. One (1) timekeepers' card and one score card for the timekeepers for all grades
 - iv. One (1) public vote card and envelope for the senior grade only
 - v. One (1) best and fairest vote card and envelope for each grade
 - vi. Two (2) current seniors goal umpire cards
 - vii. One (1) current umpires notice of report form pad
 - viii. One (1) umpire escort report card
- b) The away club shall supply the following documents for all away games.
 - i. One (1) goal kickers/best players card for each grade
 - ii. One (1) reserves goal umpire card and one (1) underage goal umpire card
 - iii. One (1) timekeepers' card for each grade
 - iv. One (1) public vote card and envelope for the senior grade only

- c) The home club shall meet all expenses in relation to the match and the gate receipts for each home game become the property of the home club on whose ground the match is played.
- d) The home club shall provide approved footballs of the following standard:
 - i. Seniors – Two (2) new first grade balls for selection by the away team
 - ii. Reserves – One (1) new first grade ball or one good used ball
 - iii. Underage – One (1) new first grade ball or one good used ball
- e) The home club will provide such amenities that will increase the patronage and involvement
- f) The home club is responsible for providing a high standard scoreboard which is responsibly manned for all matches
- g) The home club is to ensure that the goal and behind posts are padded in accordance with AFL Law 3.5.2

3.27 Match Day Results

- a) An appointed official of the home club must enter the results of all football matches into the SportsTG data base before 5:45pm on the evening of the match. If the match is a league sanctioned night game, then these results must be entered by 8:50pm on the evening of the game.
- b) Failure to do so may incur a fine of \$20 for the club.
- c) The home club secretary or a designated club official, shall return all relevant match day documents to the Regional Administration Centre by the second available mail following the game. The documents to be included are:
 - i. Two (2) goal umpire scorecards per grade (senior, reserves & underage)
 - ii. One (1) home team sheet and one (1) away team sheer per grade
 - iii. Two (2) time-keepers' cards per grade
 - iv. Two (2) goal kickers/best player cards for each grade
 - v. One (1) best & fairest score card in a sealed envelope per grade
 - vi. One (1) public vote card from card from each senior team only, in sealed envelopes
 - vii. One (1) umpire escort report card
 - viii. Any other required documents as directed by the league. (eg: permit forms, umpire's player reports forms, etc)

3.28 Interleague

- a) Each season the Board will determine the League's participation in the AFL Victoria Community Club Championships and any underage interleague commitments.

- b) A Coaching panel and support staff will be appointed by the Board for the current season.
- c) The head coach of each team must hold at least a current level 1 AFL Victoria coaching accreditation.
- d) Players must make themselves available for selection unless they have contacted the current coach that they are unable or unwilling to be involved. This must be done prior to the initial squad being announced or else within twenty-four (24) hours of announcement of the training squad.
- e) If a player makes himself available after this time, then the board must be provided with a valid reason. Documented evidence may be required to substantiate the given reason.
- f) Any player who does not provide a substantial reason as required in the HDFNL by-law 3.28 (e) above shall be disqualified from competing for his club in its next home and away game following the scheduled interleague game.

3.29 Game Day Filming

- a) The HDFNL Board will appoint a film production company/ies to record all senior football matches
- b) Home club are to provide a safe, dry, elevated functional vantage point, preferably on the wing with the sun behind the camera operator.
- c) The HDFNL Board appointed film production company/ies shall supply a Statutory declaration to indicate that image has not been tampered with, upon request.

3.30 Match Review Panel

- a) An independent MRP will be appointed each year to review footage and determine if a case against a player/official is to be referred to the Independent Tribunal.
- b) The MRP shall be made up of independent members who shall remain anonymous.
- c) MRP will not be required to attend tribunal meetings
- d) The MRP shall consist of an odd number of members
- e) The President, Secretary, or team manager of an HDFNL club can request the MRP investigate a specific incident/s that did not result in an official report by the officiating umpire/s.
- f) Clubs are to follow the by-laws around current HDFNL By-Law:2.13 Protest
- g) Umpires are to report as per normal on match day and may only view footage if they wish to rescind the initial report. Filming can be used to support the match day report.

4.0 HDFNL NETBALL BY-LAWS

These rules must be read in conjunction with:

1. Netball Victoria Rules & Regulations
2. Netball Australia Rules & Regulations

4.1 Match Conditions

- a) Competition matches and Finals shall be played in accordance with the Netball Australian Rules with amendments as outlined in these By-Laws.
- b) Each match shall have one (1) ball supplied by the Home team to be used throughout the game unless contamination and/or damage necessitates replacement
- c) Home Club to provide three (3) audible devices to indicate time in all matches.
- d) Home Clubs to supply all match documents which includes scorebook, timekeeper sheets and League vote cards & envelopes.
- e) During the home and away series, a player irrespective of grade, can be named on no more than two (2) sheets that weekend unless extreme circumstances occur where, upon request in writing, the Board of management will adjudicate.

4.2 Clubs

All clubs in the HDFNL must field a minimum of three (3) teams.

- a) Seniors teams to be filled in the order of A Grade, A Reserve, B Grade and B Reserve.
- b) In all Home & Away games, teams must be filled an A Grade team before the A Reserve team and fill the A Reserve team before the B Grade team and fill the B Grade team before the B Reserve team.
- c) Junior teams to be filled in order of 17 & Under then 15 & Under.

4.3 Uniform Code

- a) No gloves or bike shorts/compression garments to be worn unless a medical certificate is provided and has been tabled at League level prior to the start of the season or game day if injury throughout the season.

4.4 Registration of Players and Officials

- a) Prior to taking the court for their first training in the current season with their selected club, individual players must register on-line through the MyNetball system.
- b) An individual player who has not registered on-line prior to taking the court for their first match in the current season, will be deemed an unregistered player.

- c) Registrations for the current season will be accepted on-line through the MyNetball system until midnight on June 30th of the current season.
- d) Unregistered Players:
 - i. If a winning team plays an unregistered player – Penalty: Loss of four (4) points and no percentage awarded to the offending team.
 - ii. If a losing team plays an unregistered player- Penalty: Loss of four (4) points and no percentage is awarded to the losing team.
- e) A player who is deemed unregistered, shall not be eligible for Best & Fairest votes for that round in the current season.
- f) All netball coaches are to have a current Netball Victoria registration and a minimum of Foundation Online Coach Accreditation (Netball Australia) by 1st of May in the competition year.

4.5 Player Eligibility – Home & Away

Any player who has played eight (8) games in A Grade shall not be eligible to play A Reserve, B Grade, B Reserve, 17 & Under or 15 & Under. Any player who has played eight (8) games in A Grade & A Reserve, accumulatively, shall not be eligible to play in B Grade, B Reserve, 17 & Under or 15 & Under.

Any player who has played eight (8) games in A Grade, A reserve & B Grade, accumulatively, shall not be eligible to play in B Reserve, 17 & Under or 15 & Under.

Any player who has played eight (8), who has played eight (8) games in A Grade, A Reserve, B Grade & B Reserve, accumulatively, shall not be eligible to play 17 & Under or 15 & Under.

If any player who has played eight (8) games in A Grade, A Reserve, B Grade, B Reserve and 17 & Under, accumulatively, shall not be eligible to play in 15 & Under.

PENALTY: If the offending team won the game, four (4) premiership points to be lost, If infringed and awarded to the opposing team and the game is lost.

If the offending team loses the game, four (4) premiership points is still to be lost (but not awarded to the opposing team).

If a team loses points, the team will also lose their percentage for that match.

4.6 Match Officials

- a) Umpires
 - i. One (1) umpire shall be supplied by each team for all Home and Away matches.
 - ii. Once a game has commenced, there is to be no changes to Umpires unless injury or illness occurs.

- iii. Umpires must be registered on MyNetball for the current season. They must be badges or hold current Rules of Netball Theory Examination and Foundation Umpire Course.
 - iv. Umpires shall be ready to start the game (5) minutes prior to the official starting time.
 - v. If an umpire is late, a grace of ten (10) minutes should apply, after official starting time. After this time the team, which the umpire is from must forfeit the game.
 - vi. Umpires must wear white attire, unless official sponsor tops are provided.
 - vii. Umpires shall not coach after the commencement of the game
 - viii. Player/Umpires can be involved in 3 matches per round eg: play 1 and umpire 2 or play 2 and umpire 1.
- b) Scorer & Timekeeper
- i. The Home Club to supply one Official Scorer. The Away Club to supply one Official Timekeeper. These two (2) Officials must sit together and confer with all goals shot and confirm at each quarter that the scores are correct. Missed goals are not recorded.
 - ii. The timekeeper is to notify umpires of the match commencement and of time remaining at the start and end of each quarter.
 - iii. Only match officials may approach the timekeeper during the game to query the official time remaining.
 - iv. Scorers and Timekeepers cannot play in a game in which they are officiating.
 - v. Scorers and Timekeepers cannot be changed once a game commences unless due to injury or illness.
 - vi. Prior to the commencement of the game, the Official scoresheet must be completed. Listing both Christian name and Surname (as registered with the MyNetball data base) of the starting seven (7) players and substitutes unless only six (6) or five (5) players are available. A maximum of twelve (12) players per team are allowed per game.
 - vii. Scorers must also record the position of players every quarter (even if no change).
 - viii. A Team Official must inform the scorer of all changes during the break, so they can complete their duties accurately. A player is not deemed to have taken the court, even if she is named on the scoresheet, unless she has a position marked against her name.

- ix. The scoresheet must be checked and signed by both Captains and both umpires in the presence of the scorer and timekeeper immediately after the game. Scores are to be checked by both Captains prior to signing. Scorer and Timekeeper to also sign.
- x. Once scorers and timekeepers have signed the book at the conclusion of the game no more changes can be made to the scores. If a scoring error is found on the scoresheet it is advised that the affected Captain does not sign the scoresheet,

All details should be documented and sent to the League administrator, or their designated representative with the scoresheets. It is the affected team's responsibility to lodge a protest.
- xi. Mobile phones or equivalent devices are not to be used on the officials' bench whilst the game is in play unless the device is being used to record live scores by the scorer.

4.7 League Best & Fairest Votes

- a) The two (2) umpires shall award three (3) votes to the Best & Fairest player, two (2) votes to the next Best & Fairest player and one (1) vote to the next Best & Fairest player.
- b) First and Last names are to be recorded on the vote card along with the club name. BOTH umpires must fully complete and sign the vote card and initial any alterations made to the vote card. The envelope must then be sealed by the umpires.
- c) Votes shall be deemed invalid when not signed or sealed by umpires or recipient of the votes is unknown.
- d) All vote cards shall be opened by the League Administration or their designated representative.

4.8 Times of Play

Timing for all competition games is to commence when the game is started by the Umpires whistle. Each game shall be played in four (4) parts of fifteen (15) minutes each, except 15 & Under, which shall be played in four (4) parts of twelve (12) minutes each. Interval times are two (2) minutes at quarter time & three-quarter time and three (3) minutes at half time.

- a) 2 COURT TIMES
 - Primary Grade – 9:50am
 - 15 & Under – 9:50am
 - 17 & Under and B Reserve – 11:00am
 - B Grade and A Reserve – 12:30pm
 - A Grade – 2:00pm

- b) 1 COURT TIMES
 - Primary Grade – 9:50am
 - 15 & Under – 9:50am
 - 17 & Under and B Reserve – 11:30am
 - B Grade – 12:15pm
 - A Reserve – 1:30pm
 - A Grade – 2:45pm

4.9 Clearances

- a) No Clearances shall be accepted by the Board and League Administrator or their designated representative after 30th June of the current playing year.
- b) Players wishing to transfer from one HDFNL club to another HDFNL Club during the current playing season and prior to 30th June, must:
 - i. Fully complete the top section of a clearance application form which is to be lodged with the League Administrator or their designated representative.
 - ii. The League administrator or their designated representative will forward the clearance request to the existing club for approval.
 - iii. The existing club has seven (7) days to respond.
 - iv. If the existing club fails to respond within seven (7) days, the clearance is automatically granted and the League Administrator or their designated representative will inform the player.
- c) No player will be granted more than one (1) clearance per season.
- d) No player who owe outstanding paying fees or are in possession of club property will be granted a clearance.

4.10 Dangerous or Extreme Conditions

All teams must assume that all games will continue and be prepared to play. If all courts are unplayable and the weather conditions are not favourable prior to the start of the match, it is then to be agreed by the umpires in association with the captains of both clubs, whether the match will be played or abandoned and two (2) premiership points will be distributed to each club. Both Clubs must agree on the cancellation or the game will continue as normal.

Any decision to cancel a game due to wet or hot weather must be made prior to the scheduled starting time of each game.

- a) If there are two (2) separate matches being played at the same time, it has to be decided separately by each pair of umpires officiating each grade to abandon a game due to dangerous conditions.
- b) At any game which has begun at the scheduled starting time, if both

the umpires and captains consider the conditions have become too dangerous to continue, prior to the game going full time, will result in two (2) premiership points being awarded to both teams and no League best & fairest votes to be awarded.

- c) If only one (1) wants to stop play and the other wishes to continue, the final decision will be made by the officiating umpires. If the umpires then rule the game should not continue, then the Rules in By-Law 4.10 (b) will stand. If the umpires decide the game should continue, then both teams must take the court. If one (1) team does not take the court, the game will be awarded to the team who wishes to continue, and the forfeit rule applies.
- d) In the event of an abandoned game agreed by both teams, the scoresheet should be filled out and signed by both captains and umpires. The first seven (7) players named for each team will be deemed to have played that game. No League best & fairest votes to be awarded.
- e) In extreme heat, prior to the game commencing both captains and umpires may make a decision to extend three (3), Five (5), three (3) minute intervals.

4.11 Forfeit

- a) A forfeit will occur when a team has less than five (5) players ready to take the court, or cannot provide an umpire, ten (10) minutes after the starting times. The opposing team may then claim the four (4) premiership points.
- b) In the event of a forfeit, the opposing team and the League Administrator or designated representative must be notified by 8:00am on the morning of the scheduled match.
- c) The non-forfeiting team must complete an official League scoresheet, signed by a club representative and forward to the League Administrator or their designated representative. Four (4) points and Twenty (20) goals will be awarded to the non-forfeiting team. The first seven (7) named players are deemed to have played a game.
- d) When the forfeit notification is NOT received by the opposing club and the League Administrator or their designated representative, the defaulting club shall forfeit four (4) points in THAT grade and a \$50 fine imposed. The non-forfeiting team will be awarded four (4) points and twenty ((20) goals.

4.12 Team

The A Grade, A Reserve, B Grade, B Reserve, 17 & Under and 15 & Under team shall consist of seven (7) fully named players, written on each scoresheet, unless only six (6) or five (5) players available. A maximum of twelve (12) players per team are allowed per game.

4.13 Primary Grade

- a) To be eligible to play in the Primary Grade Lightning Premiership, a player must not have played more than eight (8) games in any other grade and must be in Primary School (excepting Rule 4.13.d).
The team finishing with the most points will be the outright winner.
If the two (2) teams finish equal points, there will be a count back that will calculate percentages.
- b) The Primary Grade Lightning Premiership is to be played on the Sunday following Round 16 matches of the current season.
- c) Males may play only in the Primary Grade competition and teams may only have up to two (2) males playing at any one time and they must be in different thirds.
- d) Up to two (2) female secondary students (Year 7) may play in a Primary Grade game at any onetime and they must be in different thirds. Permission for secondary students must be approved by the Board prior to playing their first match.

4.14 Finals

- a) All clubs are required to perform timekeeping and scoring duties for each grade during finals. The League Administrator or their designated representative will provide a roster for clubs.
- b) The Board will provide new netballs for Finals
- c) The Board will provide scorebooks, timekeeper sheet and three (3) audible devices for each grade.
- d) The Board shall supply umpires for finals
- e) The Official Scoresheet must be completed by each team at least 30 minutes prior to the commencement of that game so that the League Administrator or their designated representative may check player eligibility before the game commences.
- f) During the final's series, a player, irrespective of grade, can be named on no more than two (2) team sheets that weekend unless extreme circumstances occur where, upon request in writing, the Board of management will adjudicate.
- g) During the current season:
 - i. A player must play six (6) home and away games for their registered club to qualify for finals for that club.
 - ii. A player must play four (4) matches in a grade to qualify for finals in THAT grade.
 - iii. An injured player returning during the season who is unable to meet the player qualifications for finals, a club may apply in writing to the Board for special consideration.

This application must be made at least two (2) weeks prior to the commencement of the final series.

The board may require evidence as to the nature of the injury before ruling on the club's application.

Penalty: For infringement of Rule 14.4. (f) , or Rule 4.14 (g) shall be loss of match by default.

- h) Finals must be played on outdoor courts,
- i) Any player who has played eight (8) games in A Grade in the current season shall not be eligible to play A Reserve, B Grade, B Reserve, 17 & under or 15 & Under.

Any player who has played eight (8) games in A Grade & A Reserve accumulatively, in the current season, shall not be eligible to play in B Grade, B Reserve, 17 & Under or 15 & Under.

Any player who has played eight (8) games in A Grade, A Reserve & B Grade accumulatively, in the current season shall not be eligible to play in B Reserve, 17 & Under or 15 & Under.

Any player whoa has played eight (8) games in A Grade, A Reserve, B Grade & B Reserve accumulatively, in the current season, shall not be eligible to play in 17 & Under or 15 & Under.

If any player has played eight (8) games in A Grade, A Reesrve, B Grade, B Reserve and 17 & Under, accumulatively, in the current season, shall not be eligible to play in the 15 & Under.

Penalty: If the offending team won the game, the match shall be, loss by default.

- j) A Player cannot take the court unless their name has been written in the scoresheet prior to the game commencing. Should any unnamed player take the court, they must be replaced by a named player immediately.
- k) No match shall be a drawn game in Finals. In all grades, if a draw occurs at the end of play, there shall be a three (3) minute break, during which time there maybe substitutions and/or team changes. Then two (2) x five (5) minutes halves will be played. At the end of the first five (5) minutes, teams will immediate change ends with no substitutions or positional changes allowed.
- l) If at the end the second five (5) minutes the scores are still level, then play continues until one team has a two (2) goal advantage.

m) FINALS STARTING TIMES

Saturday times

- 15 & Under – 9:00am
- 17 & Under – 10:00am
- B Reserve – 11:15am
- B Grade – 12:30pm
- A Reserve – 1:45pm
- A Grade – 3:00pm

Sunday times

- 15 & Under – 9:50am
- 17 & Under – 11:00am
- B Reserve – 11:00am
- B Grade – 12:30pm
- A Reserve – 12:30pm
- A Grade – 2:00pm

n) Grand Final Starting Times:

- 15 & Under – 8.50am
- 17 & Under – 10:00am
- B Reserve – 11:30am
- B Grade – 1:00pm
- A Reserve – 2:30pm
- A Grade – 4:00pm

ATTACHMENT 1: REGISTERED CLUB COLOURS

Colbinabbin

Jumper: Green with gold V
Numbers: Gold
Socks: Green with gold tops
Shorts: Green with gold side stripe
Netball Dress: Green A-Line dress with yellow wheat stands
Nicks: Green or black
Socks: Predominantly white
Bibs: yellow bib with green lettering

Elmore

Jumper: Red and White V
Numbers: White
Socks: Red and white hoops
Shorts: Red with white side stripes
Netball Dress: Predominantly red A Line dress with white flicks
Nicks: Red
Socks: Predominantly white
Bibs: White bib with red lettering

Heathcote

Jumper: Red, White and black vertical stripes
Numbers: Black
Socks: Black with red and white hoops at the top
Shorts: White with red and black side stripes
Netball Dress: Black straight dress with Red and white swirls on bottom, red lines with words "Heathcote" down either side.
Nicks: Black
Socks: Predominantly white with club name along the edge (Heathcote)
Bibs: White bibs with red lettering

Huntly

Jumper: Brown, white and gold with "Hawk" insignia on front
Numbers: White
Socks: Brown, gold and white hoops
Shorts: Shorts with gold and white hoops
Netball Dress: A line white, Brown and Gold
Nicks: Black
Socks: Predominantly white with club logo
Bibs: Brown & Gold

Leitchville Gunbower

Jumper: Black with three stripes: yellow, red and yellow
Numbers: Yellow
Socks: Black with Red & yellow stripes
Shorts: Black with yellow side stripes
Netball Dress: Predominantly Black A Line dress with red/yellow pattern
Nicks: Black
Socks: Predominantly white
Bibs: yellow with black letter

Lockington Bamawm United

Jumper: Blue and White horizontal hoops
Numbers: Blue
Socks: Blue and white hoops
Shorts: Navy Blue with white side stripes
Netball Dress: Navy and White A Line dress
Nicks: Navy
Socks: Predominantly white
Bibs: White bib with navy lettering

Mount Pleasant

Jumper: Navy blue with white monogram emblem

Numbers: White

Socks: Navy Blue and White hoops

Shorts: Navy Blue with white side stripes

Netball Dress: Navy with white stripe

Nicks: Navy or Black

Socks: Predominantly white

Bibs: Navy with white lettering. Clash bib pink with White lettering

North Bendigo

Jumper: Blue with red and white horizontal bands

Numbers: White

Socks: Blue

Shorts: Blue with white and red stripes

Netball Dress: Royal blue A Line dress with red and white pattern

Nicks: Royal Blue

Socks: Predominantly white

Bibs: Red with white lettering

White Hills

Jumper: Red and black vertical panels

Numbers: White

Socks: Red and Black hoops

Shorts: Black with red stripes

Netball Dress: Black A-Line dress with red sides and flame on front & back

Nicks: Black

Socks: Predominantly white

Bibs: Black with red lettering.

ATTACHMENT 2:

OVERAGE PLAYER POLICY – FOOTBALL

- A club can nominate any number of player(s) that satisfy the criteria for an overage player as outlined in this document.
- Players must be under 18 years of age on January 1st of the season in which he wishes to compete as an overage player.
- Nominated players **MUST** have been a registered player with the club in previous seasons.
- **ASSESSMENT CRITERIA:**

Any player nominated for overage status will be monitored in the areas outlined below and, on their ability, to influence the result on any given day. Factors to be taken into account include, but may not be limited to:

1. Ability to influence the game:
 - General Motor Skills – Coordination; Speed and Agility
 - General Football Skills – Marking; Kicking; Ball Handling
2. Ability to influence others:
 - Conduct – Plays in accordance with AFL Vic Country, HDFNL regulations & Club Codes of Conduct
 - Behaviour – Does not display an aggressive nature towards other players.
 - Clubs must apply in writing for approval of an overage player, using the Overage Player Application form, to the HDFNL board by the **MONDAY PRIOR TO THE FIRST GAME THAT THEY WISH TO PLAY.**
 - If an approved overage player is selected to play, then a maximum of twenty (20) players can only be listed on the Under 17 team sheet, including any approved overage players. Overage players must be indicated on the team sheet with the notation (OA) beside their name.
 - An overage player should not be listed as part of the leadership group.
 - A **MAXIMUM** of two (2) approved overage players can only be selected for each underage team per week. This number will be reduced if a club has a player that has his approval revoked during the season.

- All Overage players will be assessed by an independent panel as to their ability and if there is any doubt as to their ability being of a standard that may qualify them for overage status, then they will not be permitted to play in the Under 17 competition.
- This independent panel will be comprised of members from the HDFNL Board. This panel shall be empowered to co-opt appropriate persons to assist with an individual assessment if required.
- Each approved overage player will be continually monitored throughout the season and the independent panel may revoke any approval at any time during the current season.
- The independent panel's decision shall be final and only one application per player shall be permitted
- Junior coaches cannot be involved in the independent assessment of one of their own players.
- Any approved overage player that is named as a player on a senior or reserves team sheet during the current season will have their approval to play in the under 17 competition automatically and immediately revoked.
- A club official of an opposing club can call for an overage player to be re-evaluated or they deem the player to be unsuitable for overage status. If this is instigated during a game the overage player in question must not remain on the playing surface after $\frac{3}{4}$ time of the match in progress, unless there is no suitable replacement. The player must then be assessed at the next club match by the independent Panel if the player wishes to continue to qualify as an overage player.
- All overage players' names will be forwarded to all HDFNL clubs prior to their first game after their approval and are ineligible for any league awards or under 17 representative opportunities.



HEATHCOTE DISTRICT FOOTBALL NETBALL LEAGUE

CONSTITUTION 2020

PART 1: PRELIMINARY

1. Name

The name of the incorporated association is the Heathcote District Football Netball League Incorporated, registered number A0091501Q, herein after referred to as the "League" or the "HDFNL".

2. Statement of Purposes

The objects for which the Board of Management is formed are:

- 2.1 To conduct, encourage, promote, arrange, and develop the playing of Australian Rules football and Netball in the Central and Northern regions of Victoria
- 2.2 To promote and develop a sense of social and community values
- 2.3 To promote and develop an environment to nurture the physical and mental development of our players.
- 2.4 To promote and develop respect for officials, opposition players and supporters.
- 2.5 To promote and develop the virtue of fair and disciplined play.
- 2.6 To promote and develop equal opportunity for everyone.
- 2.7 To provide facilities, amenities and equipment for the playing of Australian Rules football and Netball.
- 2.8 To regularly communicate with all members of the League.
- 2.9 To do all such other acts, deeds or things that are lawful and as are incidental or conducive to the attainment of the above purposes.

3. Definitions

In this constitution, unless the contrary intention appears:

Absolute majority - means a majority of the committee members currently holding office and entitled to vote at the time (as distinct from a majority of committee members present at a committee meeting)

Affiliation fee - means the annual membership fee paid by member clubs.

Association - Has the same meaning as in the Act.

Ballot - means voting conducted in written form (as opposed to a show of hands)

Board - means the committee of management of the League.

Constitution - means the Constitution of the League.

Financial year - means each period of 12 months ending on 31 October

General Manager - means a person appointed by the Board to oversee the administration and governance of the League

General Meeting - means a general meeting of members convened in accordance with the constitution and includes Special General Meetings and Annual General Meeting.

Independent Board Member - means a member of the Board elected under clause 25.1

In writing refers to a communication either on official letter head or from the official email address.

League - means the Association

Member Club Representative - means a representative nominated by a Member Club under clause 7.1

Office-bearer - means a person elected by the Board as an officer of the League under this constitution

Secretary - means the General Manager of the League

Special General Meeting - means a General Meeting of the League other than an Annual General Meeting.

Special resolution - means a resolution that requires not less than three-quarters of the members voting at a general meeting to vote in favour of the resolution

the Act - means the Associations Incorporation Reform Act 2012 and includes any regulations made under that Act.

PART 2: POWERS OF ASSOCIATION

4. Powers

The League shall have full power and authority to make all such appointments, enter into all such contracts or engagements as it may consider advisable or necessary for the purpose of carrying out its objectives for the advancement of the League and the games of Australian Football and Netball.

It may revoke all or any such appointments and withdraw from, vary or rescind any or all such contracts and/or engagements as it may deem necessary from time to time.

5. Not for Profit Organisation

- 5.1 The Association must not distribute any surplus, income or assets directly or indirectly to its members.
- 5.2 Sub clause 5.1 does not prevent the League from paying a member
 - a. reimbursement for expenses properly incurred by the member; or
 - b. for goods or services provided by the member: if this is done in good faith on terms no more favourable than if the member was not a member

Note: Section 33 of the Act provides that an incorporated association must not secure pecuniary profit for its members. Section 4 of the Act sets out in more detail the circumstances under which an incorporated association is not taken to secure pecuniary profit for its members.

6. Alteration of the Constitution

- 6.1 This constitution and the statement of purposes of the League and the objects of the league must not be altered except if amended, repealed or added to by a special resolution carried at a general meeting
- 6.2 The Constitution and any rules or By-laws made under the constitution must be in accordance with the Constitution and By-laws of AFL Victoria Country.
- 6.3 A copy of the Constitution shall be lodged with AFL Victoria Country and any changes made to the Constitution from time to time must be notified to AFL Victoria Country.
- 6.4 In the event of an inconsistency between the Constitution and the Constitution of AFL Victoria Country, or of an inconsistency between the Constitution and the Rules of the Game, the former is deemed to be invalid to the extent of this inconsistency.
- 6.5 A copy of this Constitution, including amendments from time to time, shall be posted on the League's website

PART 3: MEMBERS, DISCIPLINARY PROCEDURES AND GRIEVANCES

7. Membership

- 7.1 The membership of the League consists of the following classes of members:
- Member clubs
 - Independent Board Members
 - Life members
 - Ex Officio members
- 7.2 The rights, powers and privileges of Member Clubs shall be exercised only through representatives appointed under subclause 8.1
- 7.3 The club members shall be
- Those clubs named in appendix 1.
 - Those other clubs that are from time to time approved for membership by two thirds of the members present and voting at a general meeting of the league.
- 7.4 Independent Board Members:**
- elected under subclause 25.1 shall be members of the League from the close of the AGM at which they were elected until the close of the AGM in the year of the completion of their term or when they choose to resign from their elected position, whichever comes first.
 - appointed to fill a casual vacancy on the Board under subclause 25.2 shall be board members from the declaration of their appointment by the chair until the close of the AGM in the year of the completion of their term or when they choose to resign from their elected position, whichever comes first.
 - The General Manager of the League shall be an ex-officio member of the Board
- 7.5 Any persons appointed by the Board to be life members according to the criteria laid down from time to time in the By-laws shall be members of the League. Any honorary life members of the Heathcote and District Football League and the Heathcote District Netball Association shall automatically become Life Members of the HDFNL.
- 7.6 A Club that is not a member of the League must not be admitted to membership unless:
- They apply for membership in the form prescribed by the By-laws
 - They support the objects of the League
 - Their admission as a member is approved at a General Meeting under subclause 7.7

- 7.7 Any application by a Club for membership of the League must be considered at its next General Meeting. The application will be accepted if and only if it is supported by two-thirds of the members present and voting.
- 7.8 If the General meeting takes a decision on an application for membership, the secretary must, as soon as practicable:
- Notify the applicant club in writing of the approval or rejection of the application for membership, whichever is applicable.
 - If the General Meeting approved the application, request payment within 21 days after the receipt of the notification of the sum payable as the joining fee and the first year's annual affiliation fee.
- 7.9 The Secretary must, within 28 days after receipt of the amounts referred to in subclause 8.3, and within the period mentioned in that subclause, enter the applicant Club's name in the Register of Members.
- 7.10 An applicant for membership becomes a Member and is entitled to exercise the rights of that membership of that category when the member's name is entered in the register of members and ceases to be a member of the League when their name is removed from the Register of Members.
- 7.11 A person cease to be a member of the League if the person:
- Dies; or
 - Resigns from membership of the League by giving written notice; or
 - Is expelled from the League; or
 - Becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with their creditors or makes an assignment of their estate for their creditors' benefit; or
 - Becomes a represented person within the meaning of the Guardianship and Administration Act 1981; or
 - Becomes, if the Board so decides at its absolute discretion, an untraceable member, having been able to be contacted at his or her registered address for a period of three months; or
 - In the case of the secretary, ceases his or her appointment as the General Manager.
- 7.12 A Member Club ceases to be a member of the League if the Club:
- Resigns from membership of the league in writing; or
 - Is expelled from the League in accordance with the procedures of Clause 12

- c. Fails to renew membership of the League by failing to pay the annual affiliation fee within two weeks after the fee is due, unless the Board decides otherwise; or
 - d. Becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with their creditors or makes an assignment of their estate for their creditors' benefit.
- 7.13 A club, upon being admitted to membership of the League, may not resign from the League or move to another League without first obtaining the written approval of the League or AFL Victoria Country after a period of membership of no less than three years.
- 7.14 After expiry of the time period referred to in subclause 16.3c:
- a. The Member Club ceases to be a member; and
 - b. The secretary must record in the Register of Members the date on which the member ceased to be a member.
- 7.15 A member is not entitled to resign from membership of the League except in accordance with this section.
- 7.16 A right, privilege or obligation of a person or club by reason of membership of the League:
- a. Is not transferable to another person or club; and
 - b. Terminates upon the cessation of membership, whether by death or resignation or otherwise.
- 7.17 The liability of a member to contribute towards the payment of the debts and liabilities of the League or the costs, charges and expenses of the winding up of the League is limited to the amount (if any) unpaid by the member regarding membership of the League.

8. Member Club Representatives

- 8.1 Each Member club must, at least 14 days prior to the AGM, nominate through its executive committee, two representatives to exercise membership rights, powers and privileges of the Club in any dealings with the League. Such nominations must be in the form prescribed by the By-laws and must include the signed consent of the nominee.
- 8.2 The Secretary of each member Club must, at least 14 days prior to the AGM, inform the secretary of the League the names of the two representatives who will exercise the membership rights, powers and privileges of the Club in any dealings with the League in the coming year.
- 8.3 The executive committee of any member club may at any time withdraw the mandate of any of its nominated representatives under subclause 8.1

and substitute another person, such new nomination becoming effective 14 days after such notice of such substitution by the club has been received by the secretary of the League in the form prescribed by the By-laws.

9. Fees and Subscriptions

- 9.1 The joining fee for any member club appointed under subclause 6.3b is the relevant amount set out in the By-laws.
- 9.2 The affiliation fee is only paid by member clubs and is the relevant amount as set out in the By-laws,
- 9.3 The affiliation fee is payable at least 21 days prior to the AGM before the commencement of the next season.
- 9.4 If a member club fails to pay their affiliation fee after it has become due, the League secretary must give notice in writing to the member club advising that:
- 9.5 If a member fails to pay their membership fee after it has become due, the League secretary must give notice in writing to the member advising that:
 - a. The amount remains outstanding; and
 - b. Failure to pay the outstanding amount within 14 days after the date of the notice will result in that member being deemed to have resigned from the League in accordance with subclause 7.12

10. Register of Members

- 10.1 The Secretary must keep and maintain a Register of Members that includes:
 - a. The member's name
 - b. The address for notice last given by the member
 - c. If applicable, the email address of the member
 - d. The date of becoming a member
 - e. The category of membership to which the member belongs
 - f. If applicable, the date the member ceased to be a member
 - g. Details of and reasons for any termination or reinstatement of membership
 - h. For a Member Club: the name, address, telephone number and email address of the member club's representatives
 - i. Any other particulars that the Board (or the members at a General Meeting) decide

- 10.2 The Register of Members must be kept:
- At the premises of the League; or
 - If the League has no premises, at the League's official address; or
 - At such other place as the members at a General Meeting decide.
- 10.3 The Register must be available for inspection during business hours, free of charge, by any member upon request to the Secretary, provided they have given at least 24 hours notice
- 10.4 A member may make a copy of or take an extract from the Register but shall have no right to remove the Register for that purpose except by arrangement with the Secretary
- 10.5 A member of the League may obtain from the Secretary a copy of any part of the Register on payment of a fee to cover printing costs, as set out in the By-laws.
- 10.6 A member club representative may ask that any information contained on the Register about them (other than the representative's name) not be available for inspection by other members
- 10.7 A member must not use information about a person obtained from the register to contact or send material to the person other than for:
- The purpose of sending a newsletter, a notice in respect of a meeting or other event relating to the League.
 - Any other purpose necessary to comply with a requirement of the Act.
- Note: Under section 59 of the Act, access to the personal information of a member recorded in the register of members may be restricted in certain circumstances. Section 58 of the Act provides that it is an offence to make improper use of information about a person obtained from the Register of Members.

11. Disputes and Mediation

- 11.1 The grievance procedure set out in this rule applies to disputes between:
- A Member and another Member in their capacity as a member; or
 - A Member and the League; or
 - Those non-members who receive services from the League and the League
- 11.2 The parties to the dispute must communicate and discuss the matter in dispute (either in person or by telephone, and, if possible, resolve the dispute within 7 days after the dispute comes to the attention of all parties

- 11.3 If the parties are unable to resolve the dispute as outlined in 11.2 then the parties must, within 7 days, hold a meeting in the presence of a mediator.
- 11.4 The mediator shall be a person chosen by agreement between the parties
- 11.5 In the absence of an agreement:
- a. in the case of a dispute between a two member clubs, the mediator shall be a person appointed by the Board
 - b. in the case of a dispute between a member club and the League, the mediator shall be a person appointed by the AFL Central Victoria Commission
- 11.6 A member of the league may be a mediator
- 11.7 However, the mediator must be independent.
- 11.8 The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- 11.9 The mediator , in conducting the mediation, must
- a. Give the parties to the mediation every opportunity to be heard; and
 - b. Allow due consideration by all parties of any written statement submitted by any party; and
 - c. Ensure that natural justice is accorded to the parties to the dispute throughout the mediation.
- 11.10 The mediator must not determine the dispute.
- 11.11 The mediation must be confidential and without prejudice.
- 11.12 If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the act or otherwise at law.
- 11.13 This rule does not affect the operation of clause 12 – Discipline.

12. Discipline

- 12.1 A complaint to the Board may be made by any member club where another member club
- a. Has refused or neglected to comply with a provision or provisions of this constitution or of the by-laws; or
 - b. Has persistently and wilfully acted in a manner injurious or prejudicial to the interests of the league; or
 - c. Has been guilty of conduct unbecoming a member; or
 - d. Has been convicted of an indictable offence.
- 12.2 The Board may refuse to deal with a complaint if it considers the complaint to be trivial or vexatious in nature.

- 12.3 If the Board decides to deal with the complaint, the Board:
- Must cause notice of the complaint to be served on the member club concerned.
 - Must give the member at least 3 days from the time the notice is served within which to make submissions to the Board in relation to the complaint.
 - Must take into consideration any submissions made by the member club in relation to the complaint
- 12.4 If the Board believes the complaint to be justified, the Board may decide to suspend, expel or fine the member club in question.
- 12.5 If, at the meeting of the Board, the Board resolves to suspend or expel the member club, the General Manager shall convene a General Meeting of the League to be held within 21 days after the date on which the Board made its resolution.
- 12.6 At a General meeting of the league convened under subclause 11.5:
- No business other than the question of the suspension or expulsion of the member club concerned may be conducted; and
 - The Board may place before the meeting details of the grounds for the recommendation and the reasons for the passing of the recommendation; and
 - The member club or its representative must be given an opportunity to be heard; and
 - The member clubs present must vote by secret ballot on the question whether the member club shall be expelled or suspended.
- 12.7 A recommendation for suspension or expulsion is confirmed only if, at the General meeting, it is supported by at least two-thirds of representatives of the member clubs present and voting in person in favour of the resolution. In any other case, the resolution is revoked.
- 12.8 The Board's decision to fine a member club takes effect 7 days after the day on which notice of the decision is given to the member club. If a member club appeals to the League, the member club is not liable for the amount of the fine until the decision of the board to fine them is confirmed by a resolution of the member clubs at a General meeting.
- 12.9 A member of an incorporated association who is the subject of a disciplinary procedure must not initiate a grievance procedure in relation to the matter which is the subject of the disciplinary procedure until that disciplinary procedure has been completed.

13. Notice of General Meetings

- 13.1 The General Manager of the League shall;
- In the case of a general meeting, give at least 7 days notice to the member clubs stating the date, place and time of the meeting and the nature of the business to be conducted at that meeting.
 - In the case of a special resolution, give at least 21 days notice to the member clubs stating the date, place and time of the meeting and the nature of the business to be conducted at that meeting.
- 13.2 No business other than that set out in the notice convening the meeting may be conducted at that meeting.
- 13.3 A member intending to bring any business before a meeting may notifying the General Manager of that business, in writing, or by electronic transmission and the General Manager must include that business in the next notice calling a general meeting. The member club's notification must be given at least 7 days prior to the next meeting date.
- 13.4 The accidental omission to give notice of a meeting to any member club or the non-receipt of notice of a meeting by any member club, shall not invalidate any proceedings or resolutions at any meeting of the League or Board thereof.
- 13.5 At least 14 days before the day on which a General meeting of the League is to be held, the League is to publish on its website a notice specifying:
- The place, day and time at which the meeting is to be held; and
 - The nature of the business that is to be transacted at the meeting.

14. Annual General Meetings

- 14.1 The League must, at least once in each calendar year and within two months after the end of each financial year of the League, call an Annual General Meeting of its member clubs.
- 14.2 An Annual General Meeting is to be in addition to any other general meeting held in the same year.
- 14.3 Subject to clause 12, the Board may determine the date, time and place of the Annual General Meeting of the League.
- 14.4 The notice convening the Annual General Meeting must specify that the meeting is an Annual General Meeting.
- 14.5 The ordinary business of the Annual General Meeting shall be:
- To confirm the minutes of the previous Annual General Meeting; and
 - To receive from the Board reports upon the transactions of the League during the preceding financial year; and

- c. To confirm the election and/or appointment of members of the Board for the coming year.
- 14.6 The Annual General Meeting may conduct any special business of which notice has been given in accordance with this constitution.
- 14.7 All member clubs are entitled to nominate a representative to attend the Annual General Meeting. Any other person may be admitted to the meeting if the chair so decides.

15. Special General Meetings

- 15.1 In addition to the Annual General Meeting, other General meetings may be held in the same year.
- 15.2 All general meetings other than the Annual General Meetings are special general meetings.
- 15.3 The Board may, whenever it thinks fit, convene a Special General Meeting of the League.
- 15.4 The Board must, on the request in writing of three member clubs, convene a Special General Meeting of the league.
- 15.5 The request for a Special General Meeting must:
 - a. State the object(s) of the meeting; and
 - b. Be signed by the member clubs requesting the meeting; and
 - c. Be sent to the address of the General Manager (either postal or email); and
 - d. May consist of several documents in similar form, each signed by one or more of the member clubs making the request.
- 15.6 If the Board does not cause a Special General Meeting to be held within 21 days after the date on which the request is sent to the address (postal or email) of the General Manager, any of the member clubs making the request may convene a Special General Meeting to be held not later than two months after that date.
- 15.7 If a Special General Meeting is convened by members in accordance with sub clause 14.4, it must be convened in the same manner, as far as possible, as a meeting convened by the Board, and all reasonable expenses incurred in convening the Special General Meeting must be refunded by the League to the persons incurring the expenses.
- 15.8 The League may hold its Special General Meetings, or permit member clubs to take part in its Special General Meetings, by using any technology that allows member clubs to clearly and simultaneously communicate with each other participating member club.

- 15.9 A member of the League who participates in a Special General Meeting in a manner under subclause 14.8 is taken to be present at the meeting and, if the person votes at the meeting, is taken to have voted in person.
- 15.10 All member clubs of the League are entitled to nominate a representative to attend any Special General Meeting. Any other person may be admitted to the meeting if the Chair so decides.

16. Special Business

All business that is conducted at a Special General Meeting and all business that is conducted at the Annual, General Meeting, except for business conducted under the constitution as ordinary business of the Annual General Meeting, is deemed to be special business.

17. Quorum at General Meetings

- 17.1 No item of business may be conducted at a General Meeting unless a quorum of members entitled under this Constitution to vote, is present at the time when the meeting is considering that item.
- 17.2 A member may take part and vote at a General Meeting in person.
- 17.3 A member may take part and vote in a General Meeting by using any technology that reasonably allows the member to hear and take part in discussions as they happen.
- 17.4 Six member clubs present (who are entitled under this constitution to vote at a General Meeting) constitute a quorum for the conduct of the business of a General Meeting.
- 17.5 If, within half an hour after the appointed time for the commencement of a General Meeting, a quorum is not present:
- In the case of a meeting convened upon the request of member clubs, the meeting must be dissolved; and
 - In any other case, the meeting shall stand adjourned to the same day in the next week at the same time and at the same place (if available. Otherwise at a place specified by the Chair at the time of adjournment or by written notice to member clubs given the before the day to which the meeting is adjourned)
- 17.6 If, at the adjourned meeting, the quorum is not present within half an hour after the appointed time for the commencement of the meeting, the member clubs present (being not fewer than three) shall be the quorum.

18. Presiding at General Meetings

- 18.1 The President, or in the President's absence, the Vice-President, shall preside as Chair at each General Meeting of the League.

- 18.2 If the President and the Vice-President are absent from a General Meeting or are unable or decline to preside, the members present must elect one of their number to preside as Chair.

19. Adjournment of General Meetings

- 19.1 The Chair may, with the consent of a majority of member clubs present at the meeting, adjourn the meeting from time to time and from place to place.
- 19.2 No business may be conducted at an adjourned meeting other than the unfinished business from the meeting that was adjourned.
- 19.3 If a meeting is adjourned for 14 days or more, notice of the adjourned meeting must be given to members in accordance with clause 13.
- 19.4 Except as provided in subclause 18.3, it is not necessary to give notice of an adjournment or of the business to be conducted at an adjourned meeting.

20. Voting at General Meetings

- 20.1 Upon any question arising at a General Meeting of the League:
- Any member club has only one vote; and
 - Any life member has no vote; and
 - Any Ex Officio member has no vote.
- 20.2 All votes must be given by persons attending.
- 20.3 Where votes for and against a motion (other than a special resolution) are equal, the question is decided in the negative. In the case of a special resolution, a motion is carried if at least three-quarters of the votes are cast for the motion.
- 20.4 A member club is not entitled to a vote at a General Meeting unless all moneys due and payable by the Member club to the League have been paid.
- 20.5 The method of voting at General Meetings is to be decided by the Board and published in the By-laws.

21. Ballot at General Meetings

- 21.1 If at a General Meeting a ballot on any question is demanded by not less than three member clubs present in person, it must be taken at that meeting in such manner as the Chair may direct and the resolution of the ballot shall be deemed to be a resolution of the meeting on that question.
- 21.2 If a ballot is held, the Chair must appoint two members to conduct the ballot in the way that the Chair decides.

22. Proxies

23. Postal Ballots

- 23.1 The league may hold a postal ballot to determine any issue or proposal (other than an appeal under the disciplinary provisions).
- 23.2 A postal ballot is to be conducted in such a manner and under such conditions as the Board shall direct.
- 23.3 Ballot papers may be distributed to all member clubs and all member clubs may respond
- through the post
 - where applicable by fax; or
 - where applicable by scanning and emailing the document.

24. The Board

- 24.1 The affairs of the League shall be managed and controlled by a Board which, in addition to any powers and authorities conferred by this Constitution, may exercise all such powers and do all such things as are within the objects of the League and are not by the Act or by this Constitution required to be done by the League in a General Meeting.
- 24.2 Subject to the Act and the Regulations, the Board shall have authority to interpret the meaning of this Constitution and any other matters relating to the affairs of the association on which this Constitution is silent.
- 24.3 The Board shall consist of:
- a. Seven Independent Members, elected as in subclause 24.1; and
 - b. One Ex Officio Member, being the General Manager of the League acting as the Secretary of the Board.
- 24.4 An act performed by the Board, a subcommittee, or a person acting as a member of the Board is taken to have been validly performed, even if the act was performed when:
- a. There was a defect in the appointment of a member of the Board or subcommittee; or
 - b. A Board member or subcommittee member was disqualified from being a member

25. Election of Board Members

- 25.1 A total of seven Independent Members shall serve on the Board at any one time.
- Any person over the age of 18 who is not a Member Club representative may nominate for the position of Independent Member of the Board

Nominees for the Independent Member positions on the Board must be nominated by one member club.

Nominees for the Independent Member positions on the Board must not hold any committee nor executive position for any member club.

- 25.2 Nominations for vacant positions shall be called for at least two months prior to the Annual General Meeting with Nominations being received at least one month prior to the Annual General Meeting.
- 25.3 If the number of nominations exceeds the number of vacancies to be filled, a postal ballot must be held in accordance with clause 23.
- 25.4 The results of any such ballot shall be announced at least one week prior to the Annual General Meeting.
- 25.5 If insufficient nominations are received to fill all member vacancies on the Board, the candidates nominated shall be deemed to be elected and further nominations may be received from the floor at the Annual General Meeting.
- 25.6 If the nominations from the floor are less than the number of remaining vacancies, the unfilled vacancies are taken to be casual vacancies and may be filled by the new Board in accordance with this constitution as in subclauses 24.7.
- 25.7 In the event of a casual vacancy arising, the Board may appoint any person to serve until the conclusion of the next Annual General Meeting, at which meeting a replacement shall be elected to serve the remainder of the term.

26. Office Bearers

- 26.1 The office-bearers of the League shall be:
 - a. Chairman
 - b. Vice-Chair
 - c. Treasurer
 - d. Secretary
- 26.2 The General Manager of the League shall be the secretary of the Board and a member of the League ex officio for the term of their appointment.
- 26.3 The Secretary shall serve as the League's Public Officer.
- 26.4 Any member of the Board, other than the General Manager, may be elected by the Board as Chairman, Vice-Chair or Treasurer.
- 26.5 At the first meeting of the Board following the Annual General Meeting the members of the Board shall hold an election to elect the Chairman from the members of the Board who have nominated for that position.

Following that election, the Board shall hold an election to elect the Vice-Chairman from the members of the Board who have nominated for that position.

Following that election, the Board shall hold an election to elect the Treasurer from the members of the Board who have nominated for that position.

- 26.6 A person may nominate for more than one position but can be elected to one position only.
- 26.7 Any nomination for a position as an office-bearer must be made in the form prescribed by the By-laws.
- 26.8 Except where prescribed in the Act, the duties of the office-bearers shall be as laid down in the By-laws.
- 26.9 In the event of a casual vacancy in any office referred to in subclause 25.1, except for the secretary, the Board may appoint one of its members to the vacant office and the member appointed may continue in that office until the conclusion of the Annual General Meeting next following the date of the appointment.

27. Vacancies on the Board

- 27.1 The position of a member of the Board becomes vacant if the member:
 - a. Becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with his or her creditors or makes an assignment of his or her estate for their benefit; or
 - b. Resigns from office by notice in writing to the Secretary; or
 - c. Is removed from office under Clause 12; or
 - d. Becomes a represented person within the meaning of the Guardianship and Administration Act 1986; or
 - e. Is disqualified from office under the Act;
 - f. Is absent without consent of the Board from all meetings of the Board held during a period of six months; or
 - g. Is convicted of an offence involving fraud or dishonesty for which the maximum penalty on conviction is imprisonment for not less than three months; or
 - h. Ceases to reside in Australia.
- 27.2 A member of the Board may resign from the Board by giving written notice of resignation to the Secretary.

- 27.3 The resignation takes effect at:
- The time the notice is received by the Secretary; or
 - If a later time is stated in the notice, the later time.
- 27.4 The continuing members of the Board may act despite a casual vacancy on the Board.
- 27.5 However, if the number of Board members is less than the number fixed under subclause 25.1 as a quorum of the Board, the continuing members may act only to:
- Increase the number of Board members to the number required for a quorum; or
 - Call a General Meeting of the League.

28. Meetings of the Board

- 28.1 Subject to the other provisions of this Constitution, the Board may meet and conduct its proceedings in accordance with standing orders laid down in the By-laws.
- 28.2 The Board may hold meetings or permit members of the Board to participate in its meetings, using any technology that allows members to clearly and simultaneously communicate with each other participating member.
- 28.3 The Board must meet at least three times in each year at such place and times as the Board may determine.
- 28.4 Additional meetings of the Board may be convened by the Chair or by at least one-third of the members of the Board.
- 28.5 If the secretary receives written request signed by at least one-third of the members of the Board, the Secretary must call a meeting of the Board by giving each member of the Board notice of the meeting within seven days after the Secretary receives the request.
- 28.6 If the Secretary is unable or unwilling to call the meeting, the Chair must call the meeting.
- 28.7 A request for a Board meeting under subclause 27.5 must state:
- Why the meeting is to be called; and
 - The business to be conducted at the meeting.
- 28.8 A meeting of the Board must be held with 14 days after the notice of the meeting is given to members of the Board.

29. Notice of Board Meetings

- 29.1 Notice of each Board meeting must be given to each member of the Board at least five business days before the date of the meeting.

- 29.2 Written notice of each Board meeting is to be served on each member of the Board by:
- Giving it to the member at least five business days before the date of the meeting; or
 - Sending it by post to the person's postal or residential address last known to the server of the notice in time for it to be delivered to that address in the ordinary course of post at least five business days before the date of the meeting; or
 - Faxing it to the member's last known fax number at least five business days before the day of the meeting; or
 - Emailing it the member's last known email address at least five business days before the day of the meeting
- 29.3 A notice of a Board meeting called under subclause 28.1 must state:
- The date, time and place of the meeting
 - The business to be conducted at the meeting

30. Quorum for Board Meetings

- 30.1 Any four members of the Board constitute a quorum for the conduct of a meeting of the Board.
- 30.2 A Board member who participates in the meeting as described in subclause 27.1 is taken to be present at the meeting
- 30.3 No business may be conducted unless a quorum is present.
- 30.4 If, within half an hour of the time appointed for the Board meeting, a quorum is not present then the meeting lapses.

31. Presiding at Board Meetings

At meetings of the Board:

- The President or, in the President's absence, the Vice-President, presides as Chair; or
- If the President and the Vice-President are absent, or are unable to or decline to, preside, the members present must choose one of their numbers to preside.

32. Voting at Board Meetings

- 32.1 Questions arising at a meeting of the Board, or at a meeting of any subcommittee appointed by the Board, shall be determined by a majority vote on a show of hands or, if a member requests, by a ballot taken in such a manner as the person presiding at the meeting may determine.
- 32.2 Each member present at a meeting of the Board or at a meeting of any subcommittee appointed by the Board is entitled to one vote.

- 32.3 The General Manager, as an officer of the Board appointed by the Board, has no vote.
- 32.4 Any act done, or purporting to have been done, by the Board or by a subcommittee appointed by the Board, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the Board or subcommittee.

33. Circulating Resolutions

- 33.1 The Board may pass a valid resolution without a Board meeting being held if a majority of the Board members entitled to vote on the resolution cast their vote either in favour of or against that motion.

Voting intention must be provided in writing (this may include a facsimile transmission or an email from the email account registered for that Board member with the Secretary. If no majority decision is possible, the resolution lapses,

- 33.2 Board members who do not support the resolution must indicate this on the document and sign as above.

Separate copies of a document may be used for signing by Board members if the wording of the resolution and statement is identical in each copy.

Hard copies showing voting intentions of every Board member who has voted on the resolution must be kept with the League's minutes.

- 33.3 A circulating resolution is deemed to have passed on the day and time when the document was signed by the member whose signature achieves a majority.

Every resolution passed must be reported to the Board at its next meeting and entered in the minutes of the Boards as soon as practicable.

34. Disclosure of Interest

- 34.1 A Board member who has a material personal interest in a matter being considered at a Board meeting of the League must disclose the nature and extent of the interest to the Board.

- 34.2 A Board member having a material personal interest in a matter that is being considered at a Board meeting must not be present for any deliberations and must not vote on any motion with respect to that matter.

- 34.3 Subclauses 34.1 and 34.2 do not apply where:

- a. That material personal interest exists only by virtue of the fact that the member of the Board is a member of a class of persons for whose benefit the League is established; or

- b. That material personal interest exists only by virtue of the fact that the member of the Board is an employee of the League; or
 - c. The member of the Board has that material personal interest in common with all or a substantial proportion of the members of the incorporated association.
- 34.4 If there are not enough Board members to form a quorum to consider a matter because of subclause 34.2, one or more Board members (including those who have a material personal interest in the matter) may call a Special General Meeting and the Special General Meeting may pass a resolution to deal with the matter.
- 34.5 The Secretary must record the disclosure in the minutes of the meeting of the Board at which it is made.
- 34.6 The Chair must ensure a Board member who has direct or indirect material personal interest in a contract, or proposed contract, complies with the Act.
- 34.7 If, at a meeting of the Board or a subcommittee, a member of the Board or subcommittee votes in respect of any matter in which the member has a material personal interest, that vote is not to be counted.

35. Removal of Board Member

- 35.1 The League at a General Meeting may, as it sees fit, by resolution, remove any member of the Board before the expiration of their term and appoint another person in their place to serve until the expiration of the term of the member in question.
- 35.2 A Board member has no right of appeal against the member's removal from office under this rule.
- 35.3 A member who is the subject of a proposed resolution referred to in subclause 34.1 may make representations in writing to the Secretary or Chair of the League (not exceeding a reasonable length) and may request that the representations be provided to member clubs of the League.
- 35.4 The Secretary or the Chair may give a copy of the representations to each member club of the League or if they are not so given, the member is entitled to require that they be read out at the meeting.

36. Minutes of Meetings

- 36.1 The Secretary of the League must keep proper minutes of the resolutions and proceedings of each General Meeting and each Board meeting and a record of names of persons present.
- 36.2 The minutes kept pursuant to this rule must be confirmed by a resolution passed by the members of the League or the members of the Board (as applicable) at a subsequent meeting.

- 36.3 The Chair must ensure that the minutes taken of a General Meeting or a Board meeting under subclause 36.1 are checked and signed as correct by the Chair of the meeting to which those minutes relate or by the chair of the next succeeding General Meeting or Board meeting as the case requires.
- 36.4 When minutes have been entered and signed as correct under this rule, they are, until the contrary is proved, evidence that:
- a. The General Meeting or Board meeting to which they relate was duly convened and held; and
 - b. All proceedings as having taken place at the meeting did in fact take place at that meeting; and
 - c. All appointments or elections purporting to have been made at that meeting have been validly made.
- 36.5 If asked by a member club of the league, the Secretary must within 21 days after the request is made:
- a. Make the minute book for a particular General Meeting available for inspection by a representative of the member club at a mutually agreed time and place; and
 - b. Give the representative a copy of the minutes of the meeting in question.
- 36.6 The League may require the member club to pay the reasonable costs of providing a copy of the minutes

37. Sub-Committees

- 37.1 The Board may, in writing, delegate to one or more subcommittees the exercise of specified functions of the Board other than:
- a. This power of delegation; and
 - b. Any function imposed on the Board by the Act, by any other applicable law or by resolution of the League at a General Meeting.
- 37.2 The Board may co-opt any person as a member of a subcommittee, whether or not the person is a member of the League or of any Club. That person shall have no vote either on the Board of the League or at any General Meeting of the League.
- 37.3 A delegation under this section may be subject to any conditions or limitations that the Board imposes.
- 37.4 Despite any delegation under this section, the Board may continue to exercise any function delegated.
- 37.5 Any act done by a subcommittee acting in the exercise of a delegation under this section has the same effect as it would if it had been done by the Board.

- 37.6 The Board may, in writing, revoke wholly or in part any delegation under this section.
- 37.7 Subject to any directions from the Board, any subcommittees may meet and adjourn as it considers appropriate.
- 37.8 Subject to any directions from the Board, a subcommittee may elect a Chair of its meetings.
- 37.9 A question arising at a subcommittee meeting is to be decided by a majority of the members present at the meeting. If votes are equal then the question is decided in the negative.

38. Executive Committee

- 38.1 The President, Vice-President, Treasurer and Secretary constitute the Executive Committee.
- 38.2 During the period between meetings of the Board, the Executive Committee may issue instructions to the Public Officer and servants of the League in matters of urgency connected with the management of the affairs of the League.
- 38.3 The Executive Committee is to report on any instructions issued under subclause 38.2 to the next meeting of the Board.

39. Income and Property of the League

- 39.1 No portion of the income or property of the League is to be paid or transferred to any member of the League unless the payment or transfer is made in accordance with this rule.
- 39.2 The League may:
- a. Pay a servant or member of the League:
 - i) Remuneration in return for services rendered to the League or for goods supplied to the League in the ordinary course of business of the servant or member; or
 - ii) Remuneration that constitutes a reimbursement for out-of-pocket expenses incurred by the servant or member for any of the objects or purposes of the League; or
 - iii) Interest at a reasonable rate on money lent to the League by the servant or member; or
 - iv) A reasonable amount by way of rent for premises or part of premises let to the League by the servant or member; and
 - b. Pay a member of the Board remuneration in return for carrying out the functions of a member of the Board; and
 - c. Pay a member of a subcommittee remuneration in return for carrying out the functions of a member of the subcommittee; and

- d. If so requested by or on behalf of any other association, organisation or body, appoint or nominate a member of the League to an office in that other association, organisation or body.
- 39.3 Despite subclauses 39.2 a, b and c, the League is not to pay a person any amount unless the League or Board has first approved that payment.
- 39.4 Despite subclause 39.2 d, the League is not to appoint or nominate a member of the League under that subclause to an office in respect of which remuneration is payable unless the League or Board has first approved:
 - a. That appointment or nomination; and
 - b. The receipt of that remuneration by that member.

40. Funds

- 40.1 The League must open an account with a financial institution from which all expenditure of the League is made and into which all of the League's revenue is deposited.
- 40.2 The Treasurer of the League must:
 - a. Collect and receive all moneys due to the League and make all payments authorised by the League; and
 - b. Keep correct accounts and books showing the financial affairs of the League with full details of all receipts and expenditure connected with the activities of the League.

The Treasurer may delegate the execution of these duties to any suitable person but must retain responsibility for their performance.
- 40.3 All money received by the League must be deposited as soon as practicable and without deduction to the credit of the League's financial institution account.
- 40.4 The League must, as soon as practicable, issue an appropriate receipt.
- 40.5 A payment is not to be drawn on the League's account except for the purpose of making a payment that has been authorised by the Board.
- 40.6 Except with the authority of the Board, a payment of an amount exceeding that laid down in the BY-laws is not to be made from the funds of the League otherwise than by cheque drawn on the League's account or by electronic funds transfer from the League's account.
- 40.7 Cheques, other than cheques for wages, allowances or petty cash recoupment, must be crossed "not negotiable".
- 40.8 All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments of an amount exceeding that laid down in the By-laws must be signed by two members of the Board authorised to do

so by the Board. All electronic banking procedures must also be approved by two members of the Board authorised to do so by the Board.

- 40.9 With the approval of the Board, the Treasurer may maintain a petty cash account system provided that all moneys paid from or into the petty cash account is accurately recorded at the time of the transaction, subject to any conditions the Board may impose.
- 40.10 The funds of the League shall be derived from joining fees, annual subscriptions, donations and subject to any resolution passed by the League in General Meetings and subject to the Act, such other sources as the Board determines.
- 40.11 All expenditure must be approved by or ratified by the Board.

41. Auditor

- 41.1 At each Annual General Meeting, the member clubs of the League present at the meeting are to appoint a person or an organisation meeting the requirements of the Act as the auditor of the League.
- 41.2 If an auditor is not appointed at an Annual General Meeting under subclause 41.1, the Board is to appoint an auditor of the League as soon as practicable after that Annual General Meeting.
- 41.3 The auditor is to hold office until the next Annual General Meeting and is eligible for re-appointment.
- 41.4 Except as provided in subclause 41.5, the auditor, once appointed, may only be removed from office by a special resolution at a General Meeting.
- 41.5 If a casual vacancy occurs in the office of the auditor, the Board is to appoint a person or organisation to fill the vacancy until the next Annual General Meeting.
- 41.6 The auditor is to audit the financial affairs of the League at least once in each financial year of the League.
- 41.7 The auditor, after auditing the financial affairs of the League for a particular financial year of the League is to:
- a. Certify as to the correctness of the accounts of the League: and
 - b. At the next Annual General Meeting, provide a written report to the members of the League present at that meeting.
- 41.8 In the report and in certifying the accounts, the auditor is to:
- a. Specify the information, if any, that he or she has required and obtained under subclause 41.10; and
 - b. State whether, in his or her opinion, the accounts exhibit a true and correct view of the financial position of the League according to the information at his or her disposal; and

- c. State whether the rules relating to the administration of the funds of the League have been observed.

41.9 The Treasurer of the League is to deliver to the auditor a list of all the accounting records, books and accounts of the League.

41.10 The auditor may:

- a. Have access to the accounting records, books and accounts of the League; and
- b. Require from any servant of the League any information the auditor considers necessary for the performance of his or her duties; and
- c. Employ any person to assist in auditing the financial affairs of the League; and
- d. Examine any members of the Board or any servant of the League in relation to the accounting records, books and accounts of the League.

42. By-laws

42.1 The Board may make, amend or repeal By-laws, not inconsistent with this Constitution, for the internal management of the League.

42.2 By-laws must be made available in writing to members on request and must be posted on the League's website.

42.3 Any By-law may be set aside by a vote of members at a General Meeting of the League.

43. Common Seal

44. Execution of contract or other document by signature

The League may execute a contract or other document if the contract or document is signed by at least two members of the Board.

45. Notice to Members

45.1 Any notice that is required to be given to a member club by or on behalf of the League under this constitution may be given by:

- a. Delivering the notice to the member personally; or
- b. Sending it by pre-paid post addressed to the member club at the last known contact address for that member club; or
- c. Sending it by facsimile transmission; or
- d. Sending by electronic transmission such as email.

The Board shall decide in which of the methods above the notice is to be given.

45.2 Notice of the following meetings must be given in writing:

- a. A meeting called to hear and decide the appeal against the Board's decision to:
 - i. Reject an application for membership of the League; or
 - ii. Terminate a member's membership of the League
- b. A meeting called to hear and decide a proposed special resolution of the League.

46. Custody and inspection of books and records

46.1 Except as otherwise provided in this constitution, the Secretary must keep in their custody or under their control:

- a. Records and other documents of the League; and
- b. This constitution; and
- c. Minutes of all Board meetings and general meetings of the League

46.2 If requested to do so by a member club, the League must permit a representative of the member at a reasonable time to inspect:

- a. The Constitution and By-laws of the League; and
- b. Minutes of general meetings of the League
 - i. At the main premises of the League, or
 - ii. If the League has no premises, at the League's official address.

46.3 The League must give a member club a copy of any document referred to in subclause 45.2 within seven days if:

- a. The member club asked for the copy; and
- b. Pays the fee (if any) prescribed by the By-laws

46.4 The Secretary must post on the League's website:

- a. The Constitution and By-laws of the League; and
- b. Minutes of general meetings of the League.

46.5 Any office-bearer vacating their office must return to the premises of the league within 7 days any records held by the office bearer other than those on those premises

47. Winding up

47.1 At the first general meeting of the League after the adoption of this constitution, the League must pass a special resolution nominating:

- a. Another association; or
- b. A fund, authority or institution

In which it is to vest its surplus property in the event of a dissolution or winding up of the association, being a body

- Which has similar objects; and
- Which is not carried out for the purpose of profit or gain to its individual members; and
- Which is incorporated under the Act; and
- Which fulfils the requirements specified in the Act.

47.2 At any subsequent General meeting the League may amend that resolution to substitute another body meeting the same criteria.

47.3 In the event of the dissolution or winding up of the League, the surplus property must be given or transferred in accordance with the provisions of the Act to that body specified in subclause 47.1 or 47.2.

APPENDIX 1: List of Member Clubs

- Colbinabbin Football Netball Club
- Elmore Football Netball Club
- Heathcote Football Netball Club
- Huntly Football Netball Club
- Leitchville Gunbower Football Netball Club
- Lockington Bamawm United Football Netball Club
- Mount Pleasant Football Netball Club
- North Bendigo Football Netball Club
- White Hills Football Netball Club