



AGM Process Policy

1. Purpose

This policy sets out the process by which the Worcester City Netball League (WCNL) Committee manages the Annual General Meeting (AGM), including how proposed changes to League Rules are submitted, considered, consulted upon and agreed.

The aim is to ensure that decisions are made fairly, consistently and transparently, taking into account the interests and effective operation of the League as a whole.

2. Scope

This policy applies to:

- All WCNL Committee members
- All registered teams, clubs and members affiliated with WCNL
- Any proposals for amendments to WCNL League Rules, policies or governance procedures

3. Governance Principle

The WCNL Committee has responsibility for the management and effective operation of the League and, as part of this responsibility, considers and approves amendments to the League Rules.

The Committee has oversight of the League as a whole, including feedback and complaints received throughout the season, umpiring matters, recurring issues, the practical application of existing rules and the potential impact of changes across all divisions and teams.

Individual teams may understandably experience rules differently depending upon their own circumstances. The Committee's responsibility is therefore to consider the wider implications of any proposed change and make decisions in the best interests of the League as a whole.

Team consultation remains an important part of this process. Teams and members may propose rule changes at any time and will be given the opportunity to review proposed changes and submit comments, concerns or objections before decisions are finalised.

Where the Committee cannot reach the required majority on a proposed rule change, the matter will be referred to teams/members for a wider vote at the AGM.

4. Responsibilities

WCNL Chair

- Oversees the AGM and rule-change process
- Ensures agreed procedures and timescales are followed

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Committee Members

- Review all proposed changes
- Consider feedback received from teams/members
- Consider the wider implications for the League
- Vote on proposed changes in the interests of WCNL as a whole

AGM Secretary

- Issues AGM notices and relevant documentation
- Records decisions and voting outcomes
- Circulates agreed changes

Teams/Members

- Review proposed changes
- Submit suggestions, comments or objections for consideration
- Raise proposed rule changes where appropriate

Rule changes or amendments to policies may be submitted to the Committee at any time. Changes to league rules will normally be considered and agreed as part of the annual AGM process prior to the start of the relevant season. Changes to policies may be made by the Committee throughout the year where appropriate.

5. AGM Notification & Consultation

- The AGM will be held on the first Monday in September each year.
- The AGM date will be announced at least 28 days in advance.
- The draft agenda and proposed rule changes will be circulated to teams at this time wherever practicable.
- Teams/clubs will be given the opportunity to review proposed changes and submit comments, concerns or objections to the Committee.
- All feedback received within the stated consultation period will be considered before the Committee makes its final decision.

6. Rule Change Process

Step 1 – Proposal

Any team, member or Committee representative may submit a proposed rule change in writing.

Where applicable, the proposal should include:

- The existing rule
- The proposed amendment
- The reason for the proposed change

The Committee may also propose amendments regarding any issues, complaints, feedback or recurring situations identified during the season.

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Step 2 – Committee Review

The Committee will consider each proposal, including:

- The reason for the proposed change
- Feedback received from teams/members
- Issues or complaints experienced during the season
- Fairness and consistency across the League
- Practicality and enforceability
- Impact upon teams, players, umpires and League operations
- Any potential unintended consequences

The Committee may amend the wording of a proposal where necessary to ensure that the resulting rule is clear, practical and enforceable.

Step 3 – Committee Decision

All eligible Committee members will vote on each proposed rule change.

The following will apply:

- **51% or more in favour** – the proposed change is approved
- **51% or more against** – the proposed change is rejected
- **No clear majority / split decision** – the proposal will proceed to a wider team/member vote at the AGM

Committee members should consider proposals objectively and in the interests of WCNL as a whole.

Step 4 – Communication

Following the Committee's decision:

- Approved changes will be communicated to teams
- Rejected proposals will not be implemented
- Where a proposal has been submitted by a team/club, that team/club will be advised of the outcome and the Committee's reasoning
- Any proposal requiring a wider vote at the AGM will be circulated to teams with as much notice as reasonably possible

7. Wider Vote at the AGM

Where the Committee has been unable to reach the required majority, the proposal will be referred to teams/members for a wider vote at the AGM.

Each team/member will have one vote, unless otherwise specified within the WCNL Constitution. Committee members do not get a vote at this time having already exercised their right to vote. The outcome of that vote will determine whether the proposed rule change is adopted.

8. Transparency & Accountability

The Committee recognises teams should be able to understand how and why decisions affecting the League have been made.

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Accordingly:

- Proposed changes will be communicated wherever practicable before the AGM.
- Teams will have an opportunity to provide feedback
- Feedback received will be considered by the Committee
- Committee voting outcomes will be recorded
- Where appropriate, the reasoning behind significant rule changes will be communicated to teams

This process is intended to provide meaningful consultation whilst recognising the Committee's responsibility to make decisions based upon its oversight and experience of the League as a whole.

9. Recording & Implementation

- Voting outcomes will be formally recorded in the AGM minutes
- Approved rule changes will normally take effect from the start of the next season/cycle unless otherwise specified
- Updated League Rules and relevant policies will be circulated to teams/members within two weeks of the AGM

10. The AGM

- 1st Monday of September each year at 7.30pm prompt
- Every TEAM must send a representative – failure to attend will result in the team receiving a fine
- If the AGM is remote, each team must log on separately for voting purposes
- At the start of the AGM a register of teams will be taken – any team not available for registration will be deemed a no show
- Representatives must be available to attend the whole meeting

11. Policy Review

This policy will be reviewed annually by the WCNL Committee to ensure that it remains clear, fair, transparent and appropriate for the effective management of the League.