



HAMPSHIRE NETBALL ASSOCIATION – ACCOUNTABILITY CHART—WHO WE ARE CURRENTLY DECEMBER 2022





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STRATEGY

- Develop and implement the Board strategy with the team and the Local Leagues
- Interface with stakeholders
- Ensure accountability and targets are understood, monitored and met
- Develop the 3 key elements to a well-run organisation – people process and systems for the county and share best practice with the leagues

FINANCE

- Safeguard assets/bank account
- Prepare budgets and forecasts as part of strategic plan
- Reconcile bank accounts and be main contact with bank
- Own review and update of all finance docs and processes to ensure financial controls in place
- Prepare annual accounts and liaise with auditors/responsible person
- Manage monthly payment process of expenses
- Manage correct membership for Hampshire versus EN payments
- Authorise and control expenditure in the function
- Implement strategic plan



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GOVERNANCE

- Ensure input into region to attain Tier 1 Sport England governance or above
- Ensure constitution regularly reviewed and fit for purpose
- Ensure Job Descriptions are in place for all roles and are up to date
- Review and control process for documentation
- Liaise with Netball South and/or England Netball over all matters relating to Governance
- Implement strategic plan
- Agree annual budget for this area

MARKETING & MEDIA

- Ensure website maintained and up to date and manage comms on all social media platforms
- Promote methods of increasing profile of Hampshire through strategy plan
- Own review and update of all media docs and processes to ensure controls in place
- Implement strategic plan
- Agree annual budget for this area



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COMPETITION

- Design and implement competition structure and regulations
- Oversee the running of Hampshire leagues
- Oversee the running of County competitions
- Own review and update of all competition docs and processes to ensure controls in place
- Implement strategic plan
- Agree annual budget for this area

OFFICIATING

- Oversee the running of the officiating of County leagues (adult and youth), as required
- Oversee the running of agreed special projects relating to Officiating
- Own review and update of all officiating docs and processes to ensure controls in place
- Implement strategic plan
- Agree annual budget for this area



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Proposal for future structure : during 2023

1. Functions including Officiating, Schools and League arrangements will be led by a member of the Committee and supported by a TSG – the latter can be a mix of, ideally Teams involved in the league and any other applicants that meet skill set on application form for the TSG and what that function does.
2. Every document (policy or procedure) – irrespective of what it is, will have a FUNCTIONAL owner , but the responsibility for keeping these up to date and regularly reviewed , rests with our Committee Chair and Vice Chair to ensure that these are brought to the Committee as required by the Functional Owner.