



**Executive Board Meeting held on Saturday 28<sup>th</sup> November 2015  
Balance Health Club- Kettering**

**MEETING MINUTES**

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<b>Circulation</b>	: Executive Board, Senior Management Team,
<b>Distribution</b>	: From Geoff Allen (Chair)

<b>EB/15-16/26</b>	<b>Directors present and apologies for absence</b>	
	<b>Geoff Allen (GA)</b>	President
	<b>Keith Nicholls (KN)</b>	Vice President
	<b>John Boughton (JB)</b>	Finance Director
	<b>Rob Cook (RCk)</b>	International Events and Competitions Director
	Richard Callicott OBE (RC)	Honorary President
	<b>Steve Matthews (SM)</b>	Technical Director
	<b>Will Roberts (WR)</b>	Development Director
	Lisa Wainwright (LW)	Chief Executive
	Martin Lindsey (ML)	Business Director
	Audrey Cooper (AC)	Technical and Talent Director
	Rohan West (RW)	Participation Director
	<b>Apologies</b>	
	<b>Jim Mutton OBE (JM)</b>	Non-Executive Director (HE/FE)
	<b>Delvin Lane (DL)</b>	Marketing Director
	<b>Tracy Watkinson (TW)</b>	Non-Executive Director (Change Management)
	<b>Jefferson Williams (JW)</b>	Playing Director
	<b>Brian Treadwell (BT)</b>	Non-Executive Director (Legal)
	Melissa Bennett (MB)	Sport England

In **bold** – voting members

The meeting commenced at 11:20

Apologies were noted from Jim Mutton, Delvin Lane, Tracy Watkinson, Jefferson Williams, Brian Treadwell and Melissa Bennett.

#### **EB/15-16/44 Funding update presentation**

44.1 Ian Poynton gave a presentation highlighting recent successes for securing grants for members £ 489,603.

Slides are appended to this paper.

GA reminded Board and SMT that all presentations given at Board meetings should be Strategic.

#### **EB/15-16/41 Approval of Minutes**

The minutes of the Executive Board meeting of 12<sup>th</sup> September 2015 were approved as a true and accurate record of the meeting.

#### **EB/15-16/42 Matters Arising**

14.4	This item has been prioritised at low priority and has been deferred to Q1 2016.	<b>AC</b>
AGM	Nothing has been done on the role review, item moved to February meeting.	<b>GA</b>
	Clarity is needed on the Leadership meeting – can commission presidents attend, and if not can they send a replacement. Board members responsible for their commissions to ask Presidents if they can attend or send a deputy by 19 <sup>th</sup> February.	<b>GA</b>
		<b>ALL</b>
37.1	Ruth Norfolk is now in position and is currently working through the new Marketing and communications strategy. This item is deferred to February.	<b>RW/RN</b>
41.1	This role is found to be challenging for Directors to perform. The Board asked for a complete review of the regions to ensure they are still appropriate.	<b>GA</b>

#### **EB/15-16/43 Conflicts of Interest**

43.1 RC noted a potential conflict as he is the President of the BVF. GA also noted a potential conflict as Director of BVF and junior championships.

#### **EB/15-16/45 Chief Executive Report**

45.1 LW wanted to highlight the enormous amount of work ongoing by head office staff on the UK Sport Tokyo 2020 bid. This work has been fully agreed and managed by SMT.

45.2

LW reminded the Board that DL, KN, WR & JB terms are up for review and will need to be brought forward at the next AGM.

The following issues were highlighted:

- We need to demonstrate we have women on the Board as we could find we are not meeting our conditions of award from Sport England.
- Demonstrate we are 'inclusive'
- A succession plan needs to be put in place.

45.3

GA asked all Board members to send through suggestions, GA, RC and LW will then get together to go through them by the end of February.

LW gave a presentation at the CEV which from feedback had been well received.

**ALL**

### **EB/15-16/46 Finance**

46.1

JB stated that SMT had done great work putting together the LLVC finances – they now were much more reasonable, the challenge now for the SMT is to close the gap by the year end and to get the reserves as close to target as possible.

46.2

ML said there was an additional £5k due in and £48k from VAT return. RW has secured £15k from Muller for a staff engagement day deal.

46.3

It was agreed that the finances are now in a better position and the aim is to have them back to zero by end Q4 2015.

### **EB/15-16/47 LLVC review summary**

47.1

Learning points are to be collated in a separate report, following the separate review meeting held 27<sup>th</sup> November 2015.

47.2

There was a discussion as to the benefit of releasing the review document to the public in the view to being open and transparent. This was not considered necessary as it is covered in the annual review document and has been featured in 3Touch magazine.

Board members took time to read through the proposal for LLVC to be held in 2016. The proposal had been brought to this meeting to enable better lead in times for the event planning.

47.3 RC asked if it could be put to teams to pay their own way, which RW thought would not be a problem adding that if we secured teams from France & Holland they would bring in spectators.

The following statements were made:

- Need to add more Go/no go dates (TV deal by end Feb 2016)
- Cancellation clauses in hotel / venue needed
- Scope and impact on budget in planning
- What impact will this event have on budgets as already have commitment to other events.

The LLVC 2016 was agreed in principal by Board members.

47.4 LW updated the Board of another potential event that could be held in July / August 2016 and that talks were being held with the Hubert Wagner organizer for an International men's seniors' event. This would potentially be a LLVC type of event but at their cost. LW reassured the Board only one event would be hosted, considering all parameters from the LLVC 2015 review.

#### **EB/15-16/48 Competitions review update presentation**

48.1 RCh took the Board through the presentation. Overall responses from the regions had been poor. It will depend on the outcome if it comes to Board in February for a decision or for information.

**RCh**

48.2 ITCs were discussed. LW stated that legal advice needed to be sort on this issue and that individual membership would be a better route. JM is putting together a plan as division 2 & 3 dates need moving to accommodate this, this will come to Board in February.

**RW**

#### **EB/15-16/49 BVF report**

49.1 The BVF had a phone meeting on 17<sup>th</sup> November, RC was elected chairman.

49.2 Margret Ann Flemming was appointed as treasurer. ML stated that short term Volleyball England could provide "light" financial support this can be managed with little increase to staff work load but if UK Sport funding given this could potentially be a problem. This was recognized by RC but in the short term due to the need to be inclusive of all UK it was seen as the best way forward for MAF to undertake the treasurer role.

49.3 AC gave an update on the Tokyo 2020 bid. A phase 2 plan has been put together with the deadline being end November 2015. The plan will be brought to Board in February 2016 and the BVF will then make a decision. **RC**

#### **EB/15-16/50 Referee Strategy**

50.1 SM took the Board through the proposal paper, thanks was given to Audrey and Louise. It was questioned as to why it was felt this would be possible without the need for additional funds. AC assured the Board that this was a long term strategy and with all other priorities agreed there was enough money to over this next year.

The strategy was agreed by Board.

#### **EB/15-16/51 International Federation Congress reports**

51.1 GA took the Board through the recent reports from the International Federation congress – there were no questions or comments.

#### **EB/15-16/52: FIVB World Championships**

52.1 Dr Ary Graca is due to visit London on 7th December. LW, GA, RW & RC will meet with him. Dr Graca will be made aware of the challenges stated in the feasibility study and no commitment will be made.

LW stated that the 9 concessions would be put to Dr Graca before the meeting so he would have time to be able to answer them during the visit. An email will be drafted and sent by GA & LW. **GALW**

Post meeting note:

Dr Ary Graca cancelled this meeting the week before due to commitments in Africa.

#### **EB/15-16/53: Honorary Vice President update**

53.1 GA talked through the life member's proposal paper. This is a short term proposal as it was preferred this sits under the new volunteer framework. The volunteer framework paper will be presented at the Board meeting in February. **LW**

53.2 It was clarified that this role is honorary and is not for life. The 'article of association' needs to be updated and brought to the next AGM to be approved. **ML**

## **EB/15-16/54: Directors challenges and opportunities**

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|------|--|--------------|
| 54.1 | This was an opportunity for the Board to think forward and strategically. He asked "Are we deviating away from 2024 pathway?"  |              |
| 54.2 | It was agreed that every Board meeting should have an agenda item to look at the 2024 strategy. Future Board meetings will be themed around 4 elements of the strategy.  | <b>LW/ML</b> |
| 54.3 | The following areas were suggested areas for future opportunities: <ul style="list-style-type: none"><li>• Better working with Sport England on UK coaching principals.</li><li>• Volunteer structure, increasing numbers.</li><li>• Reconnection with regions and the public to raise the profile.</li><li>• Concern with lack of youth joining the sport.</li><li>• Clarity on Directors reports, should SMT give updates on deliverables.</li></ul> |              |

## **EB/15-16/55: AOB**

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|------|---|--------------|
| 55.1 | LW has asked all Managers to present where we are now, what outcomes are recommended for next year and what budgets / risks are there, early in 2016, these will be filmed as a learning tool for Managers but all Board members are welcome to attend. TN will finalize the date and let Board members know. | <b>LW/TN</b> |
| 55.2 | Board members asked LW about where SMT discussions were around Audrey's replacement. A proposal is due and will be talked through by SMT before communication early 2016, via staffing committee.   | <b>LW/JM</b> |
| 55.3 | Everyone thanked Audrey for her contribution and passion to Volleyball England and wished her well.   |              |

**The next meeting is scheduled for Friday 27<sup>th</sup> February 2016**