



**Executive Board Meeting held on Saturday 21st May 2016
SportPark, Loughborough**

MEETING MINUTES

Minutes prepared by	: Tracey Norwood
Circulation	: Executive Board, Senior Management Team, Melissa Bennett
Distribution	: From Geoff Allen (Chair)

EB/15-16/56	Directors present and apologies for absence	
	Geoff Allen (GA)	President
	Keith Nicholls (KN)	Vice President
	John Boughton (JB)	Finance Director
	Rob Cook (RcK)	International Events and Competitions Director
	Richard Callicott OBE (RC)	Honorary President
	Martin Lindsey (ML)	Business Director
	Jim Mutton OBE (JM)	Non-Executive Director (HE/FE)
	Brian Treadwell (BT)	Non-Executive Director (Legal)
	Melissa Bennett (MB)	Sport England
	Delvin Lane (DL)	Marketing Director
	Part attended by conference call:	
	Tracy Watkinson (TW)	Non-Executive Director (Change Management)
	Apologies	
	Lisa Wainwright (LW)	Chief Executive
	Steve Matthews (SM)	Technical Director
	Will Roberts (WR)	Development Director
	Rohan West (RW)	Participation Director
	Jefferson Williams (JW)	Playing Director

In **bold** – voting members

The meeting commenced at 12:35

EB/15-16/74 Approval of Minutes

The Minutes of the Executive Board Meetings of 26th and 27th February 2016 were abroad.

EB/15-16/75 Matters arising from minutes 26th February.

60.5 GA reported that he requested for new Foundation trustees at the Awards Evening, but none were forthcoming. GA will make a further request in the next 3Touch and if need be the roles will be readvertised.

GA/TN

62.1 ML gave a verbal update on the Competitions Review, confirming that he had taken over responsibility. Operational changes will be made for the 2016-17 season and consultation will be planned for major changes as highlighted in the previous report.

ML

GA reported that several coaches of the top junior teams had contacted him requesting that the U18 Grand Prix be switched to U16 age-group, since most top U18 players were already playing NVL.

ML

63.2 ML confirmed that IBB Polonia London had applied for entry to the CEV Challenge Cup and signed an agreement with Volleyball England highlighting the requirement to pay a bond to Volleyball England on acceptance of entry.

65.2.g A discussion was held regarding the role given to WR for seeking nominations to the Board and if this role would continue for future years. It was confirmed that this was originally prescribed for this year only. The Board need to consider future succession planning and diversity on the Board.

GA**EB/15-16/76 Matters arising from minutes 27th February.**

71.2 Hubert Wagner - GA reported that due to a change in circumstances, the Board trip to Poland had been postponed until later in the year. It was agreed that GA would speak to B. Luszcz and Mr Mroz to rearrange.

GA

72.1 ML reported that discussions with Muller are ongoing. Sarah Newman from Muller attended the Super 8s event and RW, Ruth Norfolk and LW all talked with her. It is understood Muller are considering widening the portfolio with Volleyball England further than Muller Lite.

RW

73.1 TN is to contact SM to get the Board values sheet back.

TN**EB/15-16/77 Conflicts of Interest**

GA raised a potential conflict in relation to BVF matters
RC raised a potential conflict in relation to Commonwealth Games and BVF matters

EB/15-16/78 Sport England update

MB gave an overview of the new Sport England strategy released 19th May 2016.

RCk asked if the NGB funding will come out of the core market pot, and are VE best placed to work with others, and if so who? MB responded that partnerships will be key and that we should look towards working with others on projects.

RC asked if there was a risk that Active People will be replaced by Active Lives.

MB said that there would be criteria for funding applications that meet the following 7 investment principles:

- Tackling inactivity
- Children and young people
- Volunteering
- Mass markets
- Sustaining the core market
- Working locally
- Facilities

There were several questions regarding funding for Commonwealth Games, Olympics senior teams – MB said there would be more guidance given in the Investment guide due to be released at the end of May. Funding applications for the Core market pot would have to show value for money, would take into account track record and should clearly be mapped to a long term strategy.

ML asked how funding will be allocated as there are two timescales for application, one for currently invested bodies and the second for others. MB stated that this was still being discussed but each application would be based on merit.

MB stated that there was a need for things to be done differently going forward as participation wasn't currently good across NGBs. Shared services and a strategy for efficiencies were seen as the way forward e.g. HR, finances, workforce.

GA asked how the Board governance charter will be affected by the new strategy – MB replied that standards for gender, minorities etc. would need to be met to receive funding.

RC asked for clarity on the work that is being carried out by Andy Reed on CSPs and if there would be any implications? MB said that we would need to wait to see how the the National CSP organisation will work and how it flows down to local CSP's before we would know implications.

MB stressed that Volleyball England should aim to map Strategy 2024 to the Sport England strategy and highlighting areas that can be worked against.

DL asked if MB would be able to help with the mapping and review and risk assessment, MB replied yes that would be the case.

The Board was asked to review the document by 25th May 2016 and send questions to ML for the Sport England review meeting.

GA asked if a Sport England marketing agency for non-major sport commercial interests was going to be set up. MB to get back to the Board with a response.

ALL

EB/15-16/80 AGM

MB

1. AGM elections:

All applicants were agreed by the Board to be put forward for the AGM.

ML

Paul Bohannon will not be standing due to illness. At his request this will not be made public knowledge and a member will be co-opted after the AGM – the Board agreed to this request.

2. Proposed Resolutions from Members :

- i. The Board asked that this request go back to the requestor with an opportunity to withdraw as this is already a requirement and will be followed through appropriately.

ML

<ul style="list-style-type: none"> ii. For transparency, a section will be put into the Annual report about LLVC and all major events on its rationale and lessons learnt. iii. The Framework Document has been fully updated this year and will be communicated to the membership at the AGM. However, the Board agreed that its full remit to maintain the Framework Document without member endorsement should continue. iv. Changes to the code of conduct and disciplinary/appeals documents are being worked through with ML and Kevin Carpenter and should be ready for implementation for the new membership season. The Board agreed with the proposed response. v. The Board agreed that its current right to review, amend or decline any resolutions by the membership should continue. However, more detail on the process and requirements would be drafted and approved for 2017. 	<p>ML</p> <p>ML</p> <p>ML</p>
<p>3. Board resolutions:</p> <ul style="list-style-type: none"> • Board resolution 1 – Honorary Vice Presidents. This was agreed by the Board. • Board resolution 2 – Joint strategy implementation committee. This was agreed by the Board. • On-line voting – this was agreed by the Board. <p>ML was asked to modify the staffing committee composition so the HR consultant cannot vote.</p> <p>The revised Articles of Association and Framework Document were approved by the board.</p> <p>The board thanked ML for completing this and the review of the Framework document.</p>	<p>ML</p>
<p>EB/15-16/81 Finance 2015-16 Q4 report</p>	
<p>ML took the Board through the finance paper provided, highlighting although the reserve target had been missed by £3k a surplus of £175 had been achieved.</p> <p>The Board wished to thank all the work done by the SMT and especially Dirk to achieve this during a tough year.</p> <p>The Board were informed there would be an audit first week of June 2016, but it wasn't envisaged that figures would change.</p> <p>Due to this great achievement DL asked if it was possible to present all the amazing work at the AGM as the 'Story of the year' with highlights of all the events. ML agreed that the office would prepare.</p> <p>GA offered to attend a team meeting the day before the AGM to speak to staff and highlight the great contribution they make.</p>	<p>ML</p> <p>GA</p>
<p>EB15-16/82 Major events strategy</p>	
<p>No major issue were highlighted to the Board as this is a high level document. A major review of this document will be deferred to a later Board meeting.</p> <p>There was a discussion on the proposal to use £20k from reserves, it was agreed that this should not be the case and instead be awarded on a case by case basis when entering international competition.</p>	

<p>EB15-16/83 Chief Executive report</p> <p>The risk register was discussed by the Board.</p> <p>The Board wished to thank RC for a great achievement to get volleyball into the Commonwealth games. RC stated that the FIVB had agreed to a qualification process.</p> <p>RC thanked Adi Fawcett and Richard Stacey-Chapman for their hard work in assisting with submissions for UK Sport funding for Sitting and Beach volleyball for Tokyo 2020.</p>	
<p>EB15-16/84 Commissions update</p> <p>GA requested that the development strategy for inclusive volleyball be sent through to the Board.</p> <p>RC highlighted the work already being done by the VRMs around participation which showed that we were already working to the new Sport England principles.</p> <p>Concern was raised around the timing of Volleyball Voice 2016 scheduled for August – this is prime holiday season which could mean low numbers of participants. This was acknowledged by ML but due to timings of Sport England submission timelines this was the most realistic time to hold.</p>	<p>TN</p> <p>RW</p>
<p>EB15-16/85 Annual review of Board</p> <p>GA asked for guidance on how to proceed with this review. ML will assist with this and the review will take place prior to the next Board meeting.</p>	<p>ML</p>
<p>EB15-16/86 AOB</p> <p>DL will not be standing for re-election at the AGM. He wanted to still maintain contact and is happy to act as a mentor for RW if applicable.</p> <p>RcK will not be standing for re-election at the AGM. He too wanted to maintain contact and provide help if necessary.</p> <p>GA thanked both on behalf of the Board for their hard work.</p> <p>The leadership notes from 27th February still need to be circulated, ML agreed to finalise these.</p>	<p>ML & RW</p>

There being no other business the meeting was closed at 15:15