



**Executive Board Meeting held on Friday 26<sup>th</sup> February 2015  
SportPark, Loughborough**

**MEETING MINUTES**

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

<b>EB/15-16/56</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
	Rohan West (RW)	Participation Director
	<b>Jim Mutton OBE (JM)</b>	Non-Executive Director (HE/FE)
	<b>Jefferson Williams (JW)</b>	Playing Director
	<b>Brian Treadwell (BT)</b>	Non-Executive Director (Legal)
	Melissa Bennett (MB)	Sport England
	<b>Apologies</b>	
	<b>Delvin Lane (DL)</b>	Marketing Director
	<b>Tracy Watkinson (TW)</b>	Non-Executive Director (Change Management)

In **bold** – voting members

The meeting commenced at 18:05

Apologies were noted from Delvin Lane and Tracy Watkinson

**EB/15-16/57 Approval of the minutes from the 27<sup>th</sup> and 28<sup>th</sup> November 2015**

Approved.

**EB/15-16/58 Matters arising from the minutes from the 27<sup>th</sup> and 28<sup>th</sup> November 2015**

AGM This item has been completed by ML.

41.1 GA reported that no-one had contacted him to be reallocated a different region.

45.3 GA reported that he had received no further suggestions for international representation.

All other items are to be covered in the agenda.

No other matters were raised.

**EB/15-16/59 Conflicts of Interest**

The Chairman asked member to declare any present conflicts of interest.

RC – Chairman of the British Volleyball Federation

GA – Board Member British Volleyball Federation & Chairman of Wessex Volleyball

JW – London Mallory Volleyball

WR – Newcastle (Staffs) Volleyball

JB – Coventry & Warwick Riga Volleyball

SM – Leeds Volleyball

**EB/15-16/60 Chief Executive report**

1. LW informed the Board that she and GA had both attended Sport England strategy consultation meetings. The 'broad' consultation closed 25<sup>th</sup> February 2015, we are unlikely to hear anything now until after the summer. WR suggested focusing the next 2 meetings around the 5 consultation areas.

**MB**

2. LW talked through the Sport England presentation provided by Nick Pontefract, and explained how Volleyball England now needs to concentrate on the five Outcomes if we believe this is the right direction for the sport. There was a discussion on ideas of new ways we can get people active. LW noted that the focus should be to stay true to Volleyball England Strategy 2024. MB was asked to arrange for a member of Sport England to come and present the Outcomes to the Board in more detail. GA asked if anyone hears any news to send through to the Board.

**GA**

3. LW took the Board through a presentation on Zambia and Namibia. JM asked as well as HEVOs could a young person from each region also be sent, LW responded possibly, but the cost would need to be met by them and we would need to consider the safety aspect. This is to be raised to the Wallace Group Operation team for advice.

**TN/LW**

4. LW asked the Board for advice on what to do about the FIVB and how we can *support* the CEV & FIVB. It was suggested giving a go/no-go

<p>date to Dr Graca regarding meeting in London to discuss the 2018 Beach World Championships was not a good idea. Further outline discussion was held.</p> <ol style="list-style-type: none"> <li>5. LW explained to the Board of the need to assign new members on the Volleyball England Foundation as the current members will stand down in July. TN was asked to circulate the criteria to the Board to better understand the role. It was agreed that the website, social media and 3Touch would be used to advertise for new members.</li> <li>6. LW talked through the delivery plan and risk register, explaining the risk to AASE funding.</li> <li>7. The Board approved the Delivery Plan.</li> <li>8. The Board accepted the Risk Register.</li> </ol>	<p><b>TN</b></p>
<p><b>EB/15-16/61 Finance</b></p>	
<ol style="list-style-type: none"> <li>1. JB gave an overview of the finance papers provided. He highlighted the good job the SMT had done in managing the costs. The risk of the Holiday Inn in Kettering being up for sale was raised, and a review of the NVC will be required during the next 6 months in light of the contract terms.</li> <li>2. JB gave an overview of the budget papers provided. A discussion was had if the budget has captured all that is needed to achieve the goals of Volleyball England in 2016/17. GA highlighted doubts over not only the AASE funding, but also the FIVB/CEV funding for the Development Centre, both incomes shown in the budget.</li> <li>3. The budget was approved by the Board.</li> </ol>	
<p><b>EB/15-16/62 Competitions review</b></p>	
<ol style="list-style-type: none"> <li>1. Rck gave a brief introduction to the interim competition review document and presentation (confidential). He stated that the paper was subject to further discussions and consultation, hence no action was required by the Board at the present time. A full outline timeline and project plan with responsibilities was now required.</li> <li>2. Although operational decisions could be taken by the Competition Review Group, Competitions Commission or Schools and Youth Development Commission, as relevant, the final competitions review document needed to be brought before the Board for approval.</li> <li>3. LW noted the potential need to gain external help with this to gain an insight into the risks and balances. Review Group to action.</li> </ol>	<p><b>Rck</b></p> <p><b>Rck</b></p>
<p><b>EB15-16/63 International transfer certificates &amp; European Cup entry</b></p>	
<ol style="list-style-type: none"> <li>1. RW explained that Jonathan Moore has reviewed the ITCs requirements and recommends there is no change to the current process for 2016, as his team believe this can be managed. This was agreed by the Board, but should be kept under review.</li> </ol>	<p><b>RW</b></p>
<ol style="list-style-type: none"> <li>2. RW took the Board through the European Cup entry papers proposed by IBB Polonia in their interest in playing in Europe during 2016/17 season. GA asked if other leading Super 8 teams had been contacted to see if they are interested, since IBB Polonia may not become National Champions. RW will contact them investigate. Both RW and KN raised</li> </ol>	<p><b>RW</b></p>

concerns about the financial risk to the Association if IBB Polonia failed to perform as per regulations and it was agreed that IBB Polonia would need to pay a bond up-front in order to indemnify the Association. Subject to this, the proposal was agreed by the Board given the risks identified within the paper and controls being put in place as agreed.

**EB15-16/64 BVF report**

1. RC gave an update on the BVF position on 2018 Commonwealth Games. A final decision would be given in April 2016.
2. RC stated that W Coyle will now proceed with the Tokyo 2020 bid. The bid will be for GB beach and sitting volleyball only.

**EB15-16/65 AGM process**

1. ML talked through the paper provided.
2. It was agreed that :
  - a. The same election and voting process be used as 2015.
  - b. The nominations committee consist of the President, Honorary President, CEO, Sport England representative, Non-Executive Director FE/HE.
  - c. The revisions to the Director role descriptions be accepted.
  - d. The suggested amendments to the Articles be proposed by the Board.
- e. ML will draft the required changes to the articles for proposing to the AGM.
- f. ML will look at the disciplinary article and make amendments pre AGM.
- g. There was a discussion on the Board succession planning and the need to ensure diversity, how to attract new Board members and what skill sets are needed.
- h. WR confirmed to the Board that he will not be standing for re-election. In view of this, it was proposed that WR head up a group to informally engage with potential new Board members. LW felt that no staff should be involved. The Board agreed to the proposal.

**ML**

**ML**

**WR**

**EB15-16/66 Award nominations panel composition**

1. The composition of the Awards panel was discussed and was agreed to be the same as 2015.

There being no other business the meeting was closed at 21:20