

Reports to: the Board of Volleyball England.

Occurrence: at least 4 times per year 4 weeks in advance of each Board meeting.
A minimum of 2 of these meeting must be face to face.

Terms of Reference last reviewed: 21st May 2017
Terms of Reference to be reviewed by: 31st May 2018

The Sub Group will be composed of a minimum of 7 members, of whom at least 1 shall be a non-executive director of the company and one of which shall be appointed by the Board as chair. Sub Group members will be chosen to provide expert advice and insight into a broad range of areas which can include, but not be limited to the Volleyball England Core Market (players, clubs, coaches, officials and volunteers).

Members:

- Core Market Director
- Insight and Research Director (NED)
- Core Market Officer
- Core Market Coordinator
- Regional Lead
- Competition Lead
- Coaching Lead
- Officiating Lead
- Schools & Youth Lead

Others: The Sub Group may from time to time invite staff, experts or other representatives to attend meetings as presenters, advisors or observers. The Chair will approve such invitations in advance. The Sub Group may establish task and finish groups from time to time to deal with various subjects.

Quorum: The quorum for a meeting is 5 members. Each member has one vote with the Chair having the deciding vote in the case of a tie. Other invitees do not have a vote.

Remit: The Sub Group undertakes a scrutiny role and advises the Board on any matters related to the Volleyball England Core Market.

The Sub Group has delegated powers from the Board to implement actions and initiatives in support of the Board's wider strategy and within the approved budget of the company. The Committee will function as an advisory sub group of the Board.

The Chair will submit a written report to each Board meeting describing the activities and approved actions undertaken by the Sub Group, or on its behalf. It will also include any and all matters within the remit of the Sub Group that, in the opinion of the Sub Group, need notifying to the Board. These may or may not include recommendations for action by the Board.

Terms of Reference: To develop and recommend for Board approval:

1. To oversee the development, monitoring and performance management of the Core Market Strategy which will include development plans / strategies for clubs and regions.
2. To oversee the development, monitoring and performance management of the Core Market Strategy which will include development plans / strategies for coaches, officials and volunteers.
3. To review and develop a competitions pathway for volleyball, beach volleyball and sitting volleyball.
4. To identify and develop stakeholders and partners who will support the development and delivery of Volleyball in the Core Market.
5. To collect, analyse and interpret insight and data on the membership of Volleyball England, to support the development of the Core Market and provide the Board with expert advice and input on key initiatives/issues, related to the Core Market.
6. To provide the Board with progress reports on the implementation of the Core Market Strategy, particularly in relation to the outcomes and impact of key initiatives.
7. To develop plans and proposals for supporting Diversity and Inclusion in the Core Market, including providing reports to the Board demonstrating the current position and future aspirations.

Term: All members will be appointed for an initial term of not more than 4 years, which may be renewed but with the proviso that no member may serve for more than 8 years continuously. Membership of the Sub Group is voluntary but expenses will be paid.

Conflict of Interest: Sub Group members should abide by the Volleyball England Conflict of Interest Policy. Sub Group members should declare any direct or indirect interests that involve them, members of their family or their clubs at the start of each meeting.

Conduct: Members are also bound by Volleyball England's Code of Conduct and any other relevant policies governing behaviour, probity and due diligence that may be in force.

Attendance: Members are expected to attend all meetings. If a member fails to attend three consecutive Sub Group meetings, the Board may revoke the appointment unless such absence is authorised by the Sub Group.

Review: The Sub Group will conduct a review of its terms of reference on an annual basis, and recommend to the Board any necessary revisions.

Accountability: The Sub Group shall be accountable at an annual performance review to ensure all members are fit for purpose and the Sub Group is performing in accordance with its remit.