

**Executive Board Meeting held on Saturday 19th May 2012
Europa Gatwick Hotel, Maidenbower**

DRAFT MEETING MINUTES – NOT APPROVED

Minutes prepared by	: Alex Henderson
Circulation	: Executive Board, Senior Management Team, Commission Presidents
Distribution	: From Richard Callicott

EB/10-11/82	Directors present and apologies for absence	
	Richard Callicott (RC)	President
	John Boughton (JB)	Finance Director
	Brian Stalker (BS)	Vice-President
	Janet Inman (JI)	Development Director
	Marzena Bogdanowicz (MB)	Marketing Director
	Gordon Neale (GN)	Disability Director
	Lisa Wainwright (LW)	Chief Executive
	Martin Lindsey (ML)	Head of Operations
	Stuart Johnson (SJ)	Head of Development
	Rob Harding (RH)	Head of Marketing and Communications
	Craig Handford (CH)	Head of Technical Development/Excel
	Apologies:	
	Richard Dobell (RD)	Playing Director
	Wayne Coyle (WJC)	International Events & Competitions Director
	Keith Nicholls (KN)	Technical Director
	Jilly Holroyd (JH)	NGB Liaison Manager, Sport England

In **bold** – voting members

The meeting commenced at 9:00

EB/11-12/01 Apologies	Action
Apologies noted from Richard Dobell, Wayne Coyle, Keith Nicholls and Jilly Holroyd.	
EB/11-12/02 Approval of Minutes	
The Minutes for the 25 th February 2012 Board Meeting were approved by Janet Inman and seconded by Brian Stalker.	

EB/11-12/03 Matters Arising

3Touch Review – LW advised that a Report has been circulated and any feedback should be directed to RH.

ALL

Beach Volleyball Strategic Review – MB to produce an update report to confirm what actions have taken place as a result of the review. This will be circulated to the Commissions along with the original review report.

MB

VEBT – ML confirmed arrangements for this Summer and advised that Hannah Robinson and Will Westwood will provide cover for Mark and Karen during the Olympics. Sanjib will be the lead from the Office with support from the Commission.

Beach Facilities – CH provided an update and advised that confirmation of funding will be received by 1st June. Each site to receive funding must hold a launch event with Volleyball England branding and continually promote the site. They must also complete an annual review. JB asked for a Board Report once the annual reviews have been completed and CH advised that the Board will also receive quarterly updates.

CH

RC advised that he has been asked why the selected venues are all within the M25. They were chosen as a result of the agreement with LOCOG to cover costs of transportation in this range. The high cost of transportation beyond this makes project costs prohibitive. LW added that there are dissatisfied people as lots of applications had to be turned down. There is a lot of pressure on Volleyball England to provide advice and guidance for people to secure other funding. MB asked if any of these applicants had been successful in securing funding elsewhere. CH to provide the Board with an update on funding of other projects once the list has been received from Sport England.

CH

Sitting – RC advised that the British funding strategy for the 'Road to Rio' has been submitted and an outcome is expected before Christmas. RC suggested the Volleyball England Whole Sport Plan Talent paper is dovetailed into the submission as more funding is required for Sitting Volleyball. LW advised that we requested the BVF to allocate £15k back to Volleyball England as a result of overspend on Men's and Women's Inter-Continental Cup in Egypt. No confirmation has been received from BVF. LW / RC to speak to BVF.

LW / RC

LW advised that a review of the relationship with the National Volleyball Centre will be circulated with the next set of Board papers.

LW

EB/11-12/04 Conflicts of Interest

There were no conflicts of interest.

EB/11-12/05 Finance

JB advised that Emma Fielding will be leaving the organisation to join the FA Training Centre at Burton. JB expressed his thanks and acknowledgement for the hard work from Emma in implementing new systems and procedures.

LW / ML to review the notice periods for Managers and Heads of

LW / ML

Department.

JB presented the draft year end forecast which shows a breakeven position but a reserves shortfall of £22k. JB challenged SMT to produce a budget with a £10-12k profit.

JB asked for some clarity around the SE relationship with regard to timescales and targets / KPIs. LW confirmed that SE are confident we are putting plans in place to ensure targets are reached and there will be no clawback of funding.

Recommendations:

- That the Board note the draft financial position for the year ending 31st March 2012
- That the Board support a reforecast within the first quarter of 2012-13 by SMT
- That the Board required the reforecast to address the reserves issue as outlined in the finance report, £22k deficit to be recovered

SMT

The Board agreed to the recommendations.

EB/11-12/07 Go Spike Update

SJ presented the Go Spike update.

SJ noted that delivery is enhanced when there is a local person available for support and gave thanks to the CDCs.

SJ noted that no beach in Newquay wanted a beach court and Fistral Beach wanted Volleyball England to pay to be there all season. The Beach Volleyball Centre in Crystal Palace and Indoor Centre in Bournemouth are up and running. SJ is speaking to the National Trust about potential beach courts on their coastline.

RC noted that Volleyball England will be judged on whether we have been successful based on outcomes and asked SJ for an update on achievements. SJ replied that HEVO has been very successful, Team to Club went well but we are unsure how many players were retained after 2-3 months and the CDCs are doing a very good job. JI added that KPIs are measured on the Active People survey and we therefore need to get Go Spike churning all over the country.

MB stated that Go Spike was started last year from nothing and the achievements should not be underestimated. Clubs are embracing it and lots of people want to play but not necessarily commit to a club. SJ suggested approaching Leisure Centres to offer "no strings" sessions.

JL asked if the correct signposting was in place for people who wanted to start playing. SJ replied that people log on to the website to register. The postcode finder locates sessions closest to that person, however it currently only covers England. SJ / ML to update the website to allow other postcodes (e.g. Scottish) to direct the person to the relevant organisation in their area.

SJ / ML

RC asked if we are equipped to deal with a possible increase in participation due to the Olympics. LW replied that the biggest issue will be facilities. It is difficult to plan for as we are unsure what level of increase to expect. As a back office and website we are prepared and

there are permanent and semi-permanent venues available and festivals planned.

CH asked what percentage of the tickets sold were to Londoners. BS to advise.

BS

MB stated that the British Beach players will be in the media and should be promoting Go Spike. SJ to send players information / briefing note to allow them to promote the project. MB suggested each player could be photographed with a Go Spike ball.

LW advised the Board of the importance of social media sites as a tool for getting information out to members and the public quickly and easily (Facebook, Twitter, etc.). JI agreed and suggested that the Board should advocate the mediums we are promoting.

EB/11-12/08 2013-17 Strategic Plan

LW apologised that the Board were unable to view the Sport England Funding Submission before it was sent but explained that due to timescales this was not possible. The Strategic Plan has not yet been completed and the Board will be fully involved in that process. JB suggested Volleyball England should develop an 8-10 year strategy.

RC advised that KN does not support the submission and has tendered his resignation, which RC has not accepted. RC reported that KN and Richard Harrison had felt there was a lack of consultation and a feeling that the professional staff do not value the Directors. RC asked staff to remember the expertise of the Board and volunteers and reminded the staff and Board that it should be a partnership. MB replied that the sport is not the same as it used to be and sometimes volunteers' expertise is out of date. MB reminded the Board that the professional staff also have expertise in their areas.

JI advised that the Board are sometimes unaware of time constraints and asked the staff to make it clear, when emailing, what the deadline for a response is.

LW went through the submission presentation and advised that the total request for funding to SE was £10m.

Timescale:

15th May – funding submission was sent

17th August – feedback will be received from SE

September – 40 month review

8th Oct – 2nd Nov – VE to present to SE Board

December – Decision will be received from SE

January – Decision on staffing

RC raised some concerns on behalf of KN about the use of the net slider system by children aged 15+. There was a discussion around the use of 4v4 and it was agreed that it is not proposed as a replacement for 6v6 but as a recreation/introductory version and that many leagues and tournaments would still be 6v6. CH to look into liability issues surrounding the use of 4v4 on badminton courts (health and safety issues).

CH

CH to look at bringing recruitment to the Cadet Junior and Senior Academy in line with CEV age ranges.

CH

The Board agreed that governance of Volleyball England needs to be looked at.

LW asked if the Board are supportive of the submission. With the exception of KN, the Board agreed.

EB/11-12/09 Membership – Articles Amendment and Update

RH presented an update on the membership proposals.

The recommendation is to move membership to individual registration and a vote will take place at the AGM. The Club will still be the member and hold the voting right.

SMT to attend regional AGMs where possible to discuss the change. RH to send briefing note to the Board in advance of them attending any regional AGMs.

The Board agree to the recommendation in principle. BS would like to look at the changes to the Articles. RH confirmed the wording has been approved by the Solicitors.

LW advised that the changes will be implemented next year.

RH to produce final membership proposal document to be circulated and approved by board via email.

RH

EB/11-12/10 Board / AGM Dates 2012

AGM / Executive Board – Saturday 30th June, Podium Meeting Room, SportPark

Executive Board – Saturday 29th September, The Link Hotel

Executive Board – Thursday 8th November, Pitch Meeting Room, SportPark

There will also be a Strategic Review day on Friday 28th September at The Link Hotel

EB/11-12/11 AOB

JI asked for the Risk Register to be reviewed and presented.

ML

ML gave a staffing update:

As reported above, Emma Fielding will be leaving in two months
Zoe Hughes, HE and FE Development Officer is leaving on 12th June
Alex Henderson, PA to Chief Executive and Board joined on 8th May

RH asked the Board to approve the Social Media Report which was incorporated into the Marketing Report. RC asked RH to look at the BOA policy to ensure there are no duplications.

RH

RC presented a letter from St. James's Palace. Unfortunately HRH Prince Harry is unable to become a Patron at this time due to other commitments.

RC will circulate the Board Review for discussion at the next meeting.

RC

RC gave a BVF update.

The meeting finished at 12:50

The next meeting is scheduled for Saturday 30th June 2012 – Podium Meeting Room, SportPark.