

**Executive Board Meeting held on Saturday 25th February 2012
NVC, Kettering**

DRAFT MEETING MINUTES – NOT APPROVED

Minutes prepared by	: Martin Lindsey
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
	Keith Nicholls (KN)	Technical Director
	Brian Stalker (BS)	Vice-President
	Janet Inman (JI)	Development Director
	Richard Dobell (RD)	Playing Director
	Wayne Coyle (WJC)	International Events & Competitions 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
	Jilly Holroyd (JH)	NGB Liaison Manager, Sport England
	Apologies:	
	Marzena Bogdanowicz (MB)	Marketing Director
	Gordon Neale (GN)	Disability Director
	Craig Handford (CH)	Head of Technical Development/Excel

In **bold** – voting members

The meeting commenced at 11:00

EB/10-11/96 Apologies	Action
Apologies noted from Marzena Bogdanowicz, Gordon Neale and Craig Handford.	
EB/10-11/97 Approval of Minutes	
The Minutes for the 19 th November 2011 Board Meeting were approved by Brian Stalker and seconded by Wayne Coyle.	
EB/10-11/98 Matters Arising	
WJC queried the request for an update on the Olympics, it was confirmed that a paper would be circulated under AOB.	

EB/10-11/99 SMT Update and Marketing report

RH presented the marketing report.

It was requested that a review of 3Touch Volleyball magazine be presented at the next board meeting.

RH

The latest press clippings will be circulated by email.

RH

RH stated that the current PR service would be reviewed over the next 10-12 months.

RH

WJC asked how sponsorship packages were produced; RH will circulate a report on this.

RH

ML presented the SMT update.

A discussion was held on the Volunteer Leadership Development Programme. The programme will be reviewed and it is planned to run again in 2013-14.

It was highlighted that in principle partnership funding had been secured by Audrey Cooper to maintain the CDC network until the end of the current strategic plan. The board thanked Audrey for an excellent piece of work in securing this.

RC commented that some of the regions are not aware of what work the CDCs are doing. JI suggested that the CDCs should attend their respective regional association meetings. LW stated that the focus must remain local and that reporting would be shared with regional associations on a quarterly basis and that regions would be invited to CDC action planning days.

SJ

It was confirmed that a Green Self Assurance rating had been achieved. JH stated that Sport England has no concerns with Volleyball England's Governance.

EB/10-11/100 go spike Update

SJ presented the go spike update.

RC requested that an individual club contact be associated with each semi-permanent facility.

SJ

SJ stated that advanced discussions are underway with Center Parcs for the installation of volleyball courts.

KN commented that universities do not have the capacity for community activity and many AU's do not accept community members.

LW requested support from Sport England for facility issues.

JH

SJ highlighted that activity in 2012-13 would be focussed around London and Manchester.

WJC asked for clarification on target/actual figures and requested case

SJ

studies on what has and hasn't worked,

JH commented that there is evidence that the go spike campaign has enabled more people to be touched by volleyball. The hard part is now to convert these to regular once a week participants.

EB/10-11/101 2013-17 Strategic Plan

SJ presented an overview of the 2013-17 strategic planning process including assessment criteria, timelines, proposed vision and overview of strategic elements for 2013-17.

SJ requested feedback on the proposed vision and strategic elements for 2013-17 from the Board.

RC

- Biggest clubs are not always located in the biggest cities.
- Indoor volleyball does not show off the sport like beach volleyball does.
- Facility access and specifications are an issue for volleyball.

BS

- The timeline is very challenging and a big task.
- Board members need to respond to ensure the proposed timeline is adhered to.

RD

- We need to build on the last four years and be bold.

WJC

- We need to identify where the priorities of Sport England match our own.
- We should drive our own ambitions for the sport building on success and learning.
- We should focus on the vision for the sport. Questioned the difference between the vision provided on the two documents circulated.

JI

- Clubs should be at the heart of the proposed strategy.
- All NGB's are doing the same in focussing on major cities with large populations.
- The school-clubs link network and community clubs should be utilised.
- How are we being innovative in utilising the network?

JB

- Congratulated SJ on work so far.
- Agrees with hotspot proposal, who funds VAM and VCC.
- A strong volunteer network will be required to deliver the strategy.
- There needs to be a focus on facilities.
- Requested a SWOT analysis of where we are and an analysis of the current plan.
- What are the blockers and how do we remove them.

KN

- Sport England look at sport generically.
- We need to raise awareness and be innovative.
- Facilities are an issue; need an element of the plan to fund equipment for schools and other facilities. This could be done through clubs.
- We need to fund development of clubs and bring the membership with us. The major cities idea will not allow for this and may antagonise members outside of hot spot areas.
- We should be ambitious, put a case forward and let Sport England unpick it.

RC requested that the board check emails daily.

RC requested that the proposed strategic plan day for staff be moved to a weekend and the full JSIC be invited.

SJ

EB/10-11/102 Membership Proposals Update

RH presented an update on membership proposals.

The proposals for membership had been circulated to commissions/regions and feedback received from some.

JB commented that he was disappointed with the response. JI stated that the Regional Commission President had only recently circulated to regional chairs.

JB stated that we need to clearly define membership services and benefits and ensure that the cost equation is right.

It was agreed that consultation would now be progressed with clubs.

RC requested that a timeline for implementation be developed and a paper be presented to the next board meeting with final recommendations for approval and agreement to present to AGM.

RH

EB/10-11/103 Beach Volleyball – Strategic Review Update

SJ presented an update on the strategic elements of the recent beach review.

RC requested that the board confirm that Sanjib Sahota has allocation of responsibility for the VEBT. This was agreed.

EB/10-11/104 Finance

JB presented the Q3 reforecast and thanked the finance team for the presentation and analysis of information and more focussed management by the SMT. The Q3 reforecast was accepted.

JB presented the 2012-13 budget. JB was comfortable with the proposed shortfall in reserves of £9k and that this would be recovered throughout reforecasting during the year. JB however did raise some concerns with some of the forecasted income for the year and the risk analysis supporting this.

The 2012-13 budget was approved subject to a more robust risk assessment of income being provided and approved by JB.

ML/JB

EB/10-11/105 Equality

The report on Equality prepared by Reddenhill Consulting was discussed. It was agreed that the SMT would review and provide recommendations for implementation. LW stated that support would be required to move this forwards.

WJC requested that the reference to the board regarding attitudes at the equality session be amended.

EB/10-11/106 Beach Facilities

It was confirmed that Volleyball England are bidding for lottery funding to enable the legacy project of the Olympic sand to be implemented. A decision would be made following a meeting on Thursday.

RC queried why this was being restricted to London, this was due to the cost of transporting the sand that VE would have incurred outside of London. Other applicants were being directed to the Sport England Inspired Fund and supported.

WJC requested that unsuccessful applicants to the beach capital fund be circulated to board.

JL queried why some of the accepted applications had no contributory funds, SJ confirmed the acceptance process.

CH

EB/10-11/107 British Sitting SLA

RC declared a conflict of interest for this agenda item.

A discussion was held on the decision to send the British Sitting squads to the Inter Continental Cup. It was confirmed that attendance was required to allow the qualification of athletes for the Paralympic Games. RC consulted with GN and Dan Griffin and a decision was made to send the squads and the finances would be dealt with afterwards.

LW stated that Volleyball England were subsidising the British programme by £15k and this amount should formally be requested from the BVF.

KN stated that the BVF should have made the decision to send the squads and funded this activity. If it was agreed that Volleyball England would fund this it should have been signed off by the board and a mechanism needs to be put in place for dealing with issues in the future.

RC accepted the comments made.

LW stated that next years GB Sitting Programme needed to be reviewed in light of this if future funding was not allocated by BVF.

EB/10-11/108 Board Meeting Dates

The proposed board meeting dates for 2012 were accepted with one change to venue. The meeting on 19th May will be held alongside the European League match in Crawley.

EB/10-11/109 AOB

ML circulated a paper regarding plans for staffing, promotions and activity during the Olympic and Paralympic Games.

JI stated that no appeal had been received from Johannes Bestebroer. The portfolio has been submitted to the ISA.

JB asked if a review of the relationship with the National Volleyball Centre could be completed and presented to board.

It was requested if the criteria for the Hall of Fame could be amended as the current criteria does not allow nomination of outstanding candidates that do meet the current criteria.

LW confirmed that the first draft of the Volleyball England book was ready to be circulated.

The meeting finished at 15:05

The next meeting is scheduled for Saturday 19th May 2012 – Crawley.