

Minutes of the Board of Directors

Date/Time	23 November 2016 - 2.30pm	Location	Netball House, Hitchin		
Attendees	Initials		Attendees	Initials	
Colin Povey	CP	Chairman	Vicky Annis	VA	Elected Director
Jo Adams	JA	CEO	Bridget Blow	BB	Appointed Director
Martyn Wilks	MW	Elected Director	Naresh Mistry	NM	Director of Finance (in attendance)
Charlotte Rose	CR	Elected Director	Sarah Symington	SS	Performance Director (for part only)
Debbie Ryan	DR	Elected Director	Fran Connolly	FC	Development Director (for part only)
Annmarie Wallis	AMW	Treasurer	Ashley Giles	AG	Appointed Director (casual vacancy)

Apologies	Initials	
Sally Horrox	SH	Elected Director
Tracy Clarke	TC	Appointed Director

Circulation List
Board

1.0	Apologies	Action
1.1	Apologies for absence were received from Tracy Clarke and Sally Horrox	
2.0	Board Membership & Skills Set	
2.1	CP confirmed that Sport England had recently published its new Code of Governance and reminded the Board of its previous discussions about introducing more elite sports expertise into its skills mix. He reported that he had spoken to FS in recent days who had confirmed that she was happy to stand down from the Board with immediate effect in order to facilitate the introduction of these skills.	
2.2	The Board recorded its thanks for FS's contribution as a Director and CP confirmed that an appropriate presentation would be made to acknowledge FS's service in due course.	CP
2.3	CP reported that the Nominations Committee recommended the appointment of AG as a Director to fill the casual vacancy that was created by FS's resignation and this proposal was approved unanimously by those present. It was noted that in accordance with the current Articles of Association AG's position and status would need to be confirmed at the 2017 AGM	NM
3.0	Register of Directors Interests	
3.1	The latest version of the above document had been circulated as part of the meeting pack and was noted. There were no conflicts of interest for those directors present arising from the items listed on the agenda.	
4.0	Minutes of the previous meeting	
4.1	Vitality Netball Super League - 12 October 2016	
4.1.1	The minutes of the above meeting were noted and approved.	
4.2	Board Meeting - 19 October 2016	

4.2.1	CP confirmed that Minutes 2.1, 6.4 and 9.2.1 had all been updated to reflect the suggestions made by TC & MW. With these changes to the original draft the minutes were approved.	
4.3	Nominations Committee - 19 October 2016	
4.3.1	The minutes of the above meeting were noted and approved.	
4.4	Finance and Audit Committee - 11 November 2016	
4.4.1	The minutes of the above meeting were noted and approved. AW asked that the revised and attached terms of reference be formally adopted by the Board and this was approved unanimously.	
5.0	Matters Arising	
5.1	Vitality Netball Super League - 12 October 2016	
5.1.1	SH had given a verbal update at the last Board Meeting and CP commented that he had asked for future sets of minutes to be placed in the standard house style.	JA
5.1.2	CP informed the Board that there were ongoing discussions with regard to an Independent Chair and the formation of a more sophisticated business plan for the competition. VA questioned the need for an Independent Chair. MW suggested that the appointment of an Independent Chair needed to be viewed in the context of the overall powers of the VNSL Board.	
5.1.3	CP confirmed that any decisions taken with regard to an Independent Chair would have to be ratified by the EN Board in due course but hoped that a collaborative approach could be adopted between the NGB and the VNSL teams to ensure that the future commercial value of the competition would benefit all parties and was professionally managed,	
5.1.4	BB asked to have sight of the VNSL Terms of Reference so she could consider these as part of the wider Governance review work she was undertaking on behalf of the Board.	BB/JA
5.2	Board Meeting - 19 October 2016	
5.2.1	JA confirmed that the current disciplinary cases by Regions had been included in her CEO report.	
5.2.2	CP asked all Board Directors to confirm with him suitable dates and times for the completion of their appraisals	All
5.3	Finance and Audit Committee - 11 November 2016	
5.3.1	AMW/CP agreed to discuss an additional committee member and the pros and cons of having, potentially, an external Independent member as opposed to a Board Member.	AMW/CP
6.0	CEO Report	
6.1	JA presented the current position with regard to Sport England funding and informed the	

	board that a range of potential funding options had now been submitted to the Sport England Executive for final consideration.	
6.2	JA thanked the insight team for their hard work in providing evidence which had allowed netball to gain access to funding streams outside of the normal core activity.	
6.3	FC was asked to give her assessment of the funding process and she explained that it had been challenging, but that it appeared that netball was in a better position than it had been earlier in the process. However, she thought we would still be looking at a substantial reduction in funding. FC reported that we were not alone in facing major cuts and that all sports had been treated in a similar fashion.	
6.4	JA confirmed that if the final outcome is as has been indicated most recently, then the 2 key priorities of maintaining a front line delivery model and being able to support a High Performance environment should be possible. However JA made it clear that the next month of planning would be challenging for the organisation.	
6.5	SS gave an overview of the full time programme and the build up to England v Jamaica series. SS reported that she is pleased to see fitness levels increasing and reported a definite shift in the culture within the England squad.	
6.6	AG questioned player availability in the build up to international fixtures and asked whether financial constraints were restricting availability of key personnel. SS confirmed that the performance team believed this was not the case and that the various pathways into the squad were an acceptable compromise at the current time.	
6.7	VA asked for the Board to have sight of key performance indicators for the next 4 years. SS confirmed these were available and would circulate them to the Board.	JA/SS
6.8	The Board welcomed the news that participation was still increasing and that the APS figures in December should show a further increase.	
6.9	JA reported on the Regional Chairs meeting held on the 29th October 2016 and welcomed the unanimous support from the Regional Chairs for the work her and her team had been doing to establish the best possible position with regard to funding. JA informed the Board that the Regional Chairs had also given unanimous support for an EGM in February, should this prove necessary, to increase membership fees to assist in bridging any funding gap once the Sport England award is confirmed.	
6.10	JA gave further information on the work the insight team had been carrying out and MW asked if the officiating insight work could be forwarded to Board members. JA agreed to provide this information.	JA
6.11	The Board questioned the slow sales for the Quad Series match in Liverpool and JA confirmed that whilst sales were disappointing, additional marketing support over the next few weeks would assist the situation. It was noted that sales for Super Ten weekend were ahead of last year and Wembley was selling well.	
6.12	Membership had grown year on year by 4.1% with a revenue growth of 2.2% highlighting again the growth in our younger age groups. JA advised the Board that the focus for the membership team is to now grow the adult age group.	

7.0	Broadcast	
7.1	JA explained that after a competitive tender process, which had included several broadcasters, a firm offer had been received. JA provided evidence which demonstrated an improved commercial position from the previous broadcast contracts and the Board endorsed the recommendation to accept an offer from the preferred partner as described in the Board paper.	
7.2	JA also explained the positive benefits from working with an established ticketing partner to maximise the growth of attendances and the push to fill larger stadiums in support of a more aggressive commercial strategy and the Board welcomed the improved terms associated with the proposed broadcast deal.	
7.4	The board agreed to a term of 4 years and JA was authorised to sign the necessary contract to conclude the recommended deal.	JA
8.0	Management Accounts and year end reforecast	
8.1	NM presented the management accounts and the year-end forecast, showing an improved position of a £95k surplus as opposed to the budgeted surplus of £66K. It was noted that work needed to continue to improve debtor position and that reserves would still be below our stated policy	NM
8.2	CP felt that there had been decent progress but acknowledged that the management accounts were still a work in progress. There is a need to refine the management accounts and have a clear understanding of what is EN generated surplus vs SE underspend.	
8.3	NM confirmed that ET has far better ownership of their budgets and agreed to continue to refine the accounts with the assistance of VA and AMW.	AMW/VA/NM
9.0	Home of Netball	
9.1	JA informed the Board that an opportunity had arisen to move Head Office staff to Loughborough Sports Park to join the High Performance Team.	
9.2	JA explained the reasons for the move were based around cost, ready access to a greater talent pool, proximity to a strong sports culture and the opportunities to use some shared services.	
9.3	In principle the Board supported the move, but asked for a more thorough financial evaluation of the overall project.	JA
9.4	The Board supported the activation of the break clause in December 2016 on Netball House to allow the business to exit the current building in December 2017, if required. JA suggested that this would enable the organisation to commence a phased transition starting in April 2017 if necessary.	
9.5	JA agreed to review the financial evaluation of the project with AMW prior to asking the Board to make a final decision once the overall SE funding position was confirmed.	JA
10.0	Items for Information	
10.1	Risk Register	

10.1.1	The Risk register was noted and will next be reviewed by ET on 14 December 2016	
11.0	Any Other Business	
11.1	Article 25 Cases	
11.1.1	JA requested that the Board consider enforcing articles 25 and 26 in connection with 2 affiliated members.	
11.1.2	Whilst the Board indicated that it was minded to support the recommendation it asked for a more comprehensive plan to be circulated prior to implementing any sanctions. JA and TC were charged with preparing the necessary plan as soon as possible.	TC/JA
11.2	2018 calendar	
11.2.1	CP asked JA to collate a calendar for 2018 of all committee dates	JA
Details of next meeting		
Date/Time	25 January 2017 – 2.30pm	Location Netball House, Hitchin

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