

**Minutes of the Executive Board update  
28<sup>th</sup> July 2020  
Microsoft Teams**

<b>Directors Present</b>	<b>Titles</b>
<b>Adam Walker [AW]</b>	Chair (Independent)
<b>Clare Francis [CF]</b>	Vice Chair (Independent)
<b>Brendan Fogarty [BF]</b>	Director
<b>Freda Bussey [FB]</b>	Director
<b>Ian Wall [IW]</b>	Director (Independent)
<b>Andres Hernandez [AH]</b>	Director (Independent)
<b>Richard Harrison [RH]</b>	Director
<b>Jefferson Williams [JW]</b>	Director
<b>Simon Griffiths [SG]</b>	Director
<b>Staff Present</b>	
<b>Sue Storey [SS]</b>	Chief Executive
<b>Kevin Fletcher [KF]</b>	Finance Consultant
<b>Samantha Jamieson [SJ]</b>	Deputy Chief Executive
<b>Apologies</b>	
<b>Seyram Atubra [SA]</b>	Director

**Welcome by the Chair – AW**

AW welcome all to the board update. AW passed on thanks to board members and staff for their work on major projects and milestones including; SG and ST for the work on the strategy development and design process and Jonathan Moore (JMo) and Stewart Thorpe (ST) for their work on the Birmingham 2022 two years to go event in Birmingham. SS echoed this and added that media coverage had been good with coverage of the two years to go event had featured on BBC breakfast and Sky Sports News.

**Finance - KF**

**Management Accounts**

KF talked through the management accounts highlighting and significant points of note including the requested summary sheet.

KF reiterated his satisfaction with our financial position after the first quarter. Savings have been and will continue to be made via the job retention scheme and practical cost saving measures. Overall, in turbulent times we have held strong and despite some variances within the numbers, we are close to the anticipated actual position against budget.

**Cash Flow Forecast**

KF introduced the cashflow forecast and walked through the spreadsheet. KF explained that he has taken a cautious view of when activity will restart and that the cashflow reflects a what is currently considered as the worst-case scenario through to the end of March 2021. KF is positive about the cash position of the organization and does not currently foresee any challenges with the cashflow through this financial year.

KF explained that future Sport England funding will be received as planned and the funding

allocation for year 4 has been rolled into year 5 and confirmed. KF explained that Sport England have been flexible with funding and reprofiling of funds depending on the situation of the organization.

The board shared thanks to KF for his work in reaching clarity on the finances of the organization. SS echoed this and shared her gratitude to KF for his work in supporting and informing our progress with full confidence in the financial information presented.

#### Audit Update

KF explained that Duncan and Toplis have completed their field work and initial questions. There were some challenges related to information required from April and May 2019 which are being resolved. Audit files are currently under review and should be completed on schedule pending any questions from the supervising manager.

AW thanked SS and KF for their persistence in pushing the audit forwards and ensuring we meet our commitment to the membership to take audited accounts to the AGM.

### **Executive Update – SS/SJ**

#### Strategy

SS gave an update on where the strategy holistically is at the moment and handed over to SG for an update on the strategy progress (see Strategy Update below).

The implementation plan continues to be under development.

#### Return to Volleyball

After much hard work from the Return to Volleyball working group, DCMS have confirmed our sport specific action plans for 2v2 beach, 6v6 outdoor and 6v6 indoor volleyball to return to competition. Clubs and regions can now pull together their plans using the documentation provided including UKBT who will deliver a small elite beach volleyball competition this weekend.

Sitting Volleyball has not yet been submitted. With increased levels of vulnerability, we are doing additional consultation with the community before submitting the sports specific action plan. We are carrying out analysis to determine how much face to face time in sitting volleyball matches.

SS highlighted that in terms of general return to play, there are issues with sports accessing sports halls and many teams are flagging this as an issue for their return to the sport and participation in events such as the NVL. Schools are reluctant to bring in external parties and in many cases are using their sports halls as classrooms. BF highlighted that current guidance on travel could also be cost prohibitive.

SS updated that the competitions working group are analyzing the results of a consultation on the return of the NVL and a recommendation will be made in due course.

SS asked who would this recommendation be made to?

**The board agreed that the recommendation should come to the full board for decision at a single agenda item board meeting with a breakdown of the considerations and options available.**

#### AGM

Audited accounts should be complete by the 20<sup>th</sup> of August meaning the AGM will take place September on the 26<sup>th</sup> at the earliest. This would allow for full documentation to be circulated and online processes for voting to be implemented.

**Board agreed the provisional date of the 26<sup>th</sup> September 2020 pending certainty that the audited accounts will be ready to be circulated in advance.**

SG raised a query as to whether the strategy launch should wait until the AGM or take place in advance?

The board agree that moving sooner is logical and gives the strategy its own stage and

focus.

**Action: SG/ST to progress with a strategy launch in early September.**

SS posed the question as to whether the board would be comfortable going to future AGMs without audited accounts due to the difficulties and pressure created by doing so? AH reiterated that it is unusual to operate this way given the speed at which the audit would need to be turned around.

CF suggested that we must look into why we began taking audited accounts to the AGM in the first place to ensure that we are not breaking any agreements made in previous AGMs.

**Action: SS/SJ to look into the history of why the decision was made originally to take audited accounts to the AGM.**

#### Diversity and Inclusion

In response to the Black Lives Matter movement, SS asked the board to consider whether our actions and behaviors as an organization are as good as they can be in terms of diversity. AW suggested that we should have a standalone strategic matter at the next board meeting so that we can discuss in depth.

CF commented that the new sports code of governance due to be released in the next 6 months will have a greater focus on diversity and we should align our efforts to this.

RH commented that we have not focused enough on our current diversity strategy

**Action: Diversity to be added to the next board agenda to review what we have in place and look ahead.**

#### Strategy Update – SG

SG introduced visuals of the design work for the strategy so far. SG talked through the various versions of the strategy highlighting the key elements of each one and how they may be used in articulating and promoting the strategy.

Related to the conversation on diversity, SG highlighted that the images in the document have been selected based on the quality and that we do not yet have enough high-quality images reflecting the sports diversity within our image library. This made it difficult to select images as diverse as we would have liked.

SG reiterated that the BAME imagery held by VE currently is limited, we must tackle this proactively so that we have a better representation in our future image library and therefore action moving forwards is vital.

SG showed the animated short video to go with the strategy documentation.

AW shared thanks for SG and ST for progressing the design work.

AW suggested that we could acknowledge international partners within the document considering that we will share the document with international partners such as FIVB and CEV.

**AP: SG to consider the inclusion of international partners on the strategy document. Any further comments to be fed to SJ to be cascaded.**

#### Coach Education – RH

RH updated on changes afoot re CIMSPA accreditation of coach education and move to blended (face to face and online) learning. Currently scoping and research phase but have decided on the courses we will be offering. Next steps are to look at the content for the courses already determined and to look at the platforms available for online delivery. GH is evaluating the platforms including costs. RH suggest that costs could be covered via course registration fees. There may also be an additional fee for registration to UK Coaching. Platform option could be diversified across all areas of Volleyball England.

AW suggested looking across educational platforms outside of sports companies and more within education.

**Action: RH to make a proposal to the board re a budget to support the costs associated with the coach education transformation at the November board meeting.**

**AOB**

Volleyball England Foundation update

IW gave an update on the Volleyball England Foundation activities including the launch of the website and a campaign to support sitting volleyball activity. Fundraising through donations and online initiatives such as Amazon Smile and EasyFundraising are proving successful with income currently matching planned re-investments.

FB notes a strong presence on facebook and social media and congratulated the Foundation on their work in raising their profile.

AW updated that ST and JI are meeting monthly to coordinate communications between Volleyball England and the Volleyball England Foundation. ST, JI, AW and SS will meet on a 6 weekly basis going forward to ensure that strategic work compliments one another. STu and JI will attend the next board meeting to discuss the Volleyball England Foundation's plans.

**Meeting Finalisation**

It was highlighted that the next scheduled full board meeting on September 5<sup>th</sup> would now fall in close proximity to the proposed AGM date of 26<sup>th</sup> September – a further discussion would be had to determine whether both meetings should go ahead or whether the meeting on the 5<sup>th</sup> September be cancelled.

A handwritten signature in black ink, appearing to read 'AW', with a stylized flourish.

Signed Adam Walker, Chair