



Minutes of Volleyball England Board Meeting at 11am on 28 October 2023 at SportPark, Loughborough.

| Directors Present | Titles |
|--------------------------|--|
| Adam Walker [AW] | Independent Chair |
| Brendan Fogarty [BF] | Elected Director |
| Clare Francis [CF] | Senior Independent Director |
| Jake Sheaf [JS] | Elected Director |
| Phil French [PF] | Independent Director |
| Richard Harrison [RH] | Elected Director |
| Simon Griffiths [SG] | Elected Director |
| Staff Present | |
| Charlie Ford [CFo] | Chief Executive Officer |
| Guin Batten [GB] | Deputy Chief Executive |
| Greg Brown [GB] | Interim Volleyball England Foundation Chair (online) |
| Janet Inman [JI] | Volleyball England Foundation Secretary (online) |
| Kevin Fletcher [KF] | Finance Consultant |
| In attendance | |
| Agata Sromecka [AS] | Secretariat |

EB/23-24/17 Welcome from the Chair and apologies

Chair welcomed all to the meeting – both those that were attending in person and virtually.

Andres Hernandez, Dave Reeve, Freda Bussey and Jess Plumridge submitted apologies.

17.1 Directors Conflict of Interest & Disclosures

JS declared an ongoing interest as recorded previously.

17.2 Approval of agenda

The agenda was approved by all present.

17.3 Previous minutes

Minutes of the 21 July 2023 were approved as a true and accurate record of the meeting.

Minutes of AGM 2023 were approved as a true and accurate record of the meeting.

17.4 Matters arising

Safeguarding and Disciplinary review action would be carried over to the November Board (now 9 December) to include and reflect the upcoming CPSU review outcome.

An action from 22 April 2023 Board meeting related to reviewing the Hall of Fame criteria would be carried

over and undertaken by AW & CFo.

Actions:

EB/23-24/:

Safeguarding and disciplinary review would be reported on in the November Board (now 9 December).

Hall of Fame criteria – to be carried forward by AW and CFo.

EB/23-24/18 Exec Report

18.1 AW took the Exec report as read.

CFo and GB drew the Board's attention to the following:

- Actions stemming from the Sport England's assessment of VE's compliance with the Code for Sports Governance were as expected. VE was partially compliant with the latest iteration of the Code for Sports Governance. It was important to note that VE had been fully compliant with the requirements of the Code prior to its updated iteration. Therefore, all sports are now in the process of carrying out the relevant actions to become compliant with the new requirements that were added to the Code. The areas to be addressed are as follows:
 1. Business Continuity Plan - CFo had put together a draft which had been seen by AW and CF and would be brought to the Board in November (now 9th December).
 2. People Plan would be discussed during the away weekend and would be finalised by March 2024 (as planned and in line with Sport England requirements).
 3. DIAP would be discussed during the away weekend and finalised alongside the People Plan.
 4. ESG would be discussed at the next board meeting.
- CFo reassured the Board that partial compliance had no bearing on the receipt of the SE funding by VE going forward.
- Since the AGM, a number of conversations had taken place with members of the volleyball community. In summary, better engagement of the membership in proposed article changes is needed and conducted over a longer time period. JI commented that it would be helpful to keep the dialogue open due to the influence of the individuals involved in the volleyball community. SG added that communications about the intended governance changes should take place way ahead of the 2024 AGM.
- AW asked the Board to discuss questions from the Exec report.
 1. Does the board believe that we should take the resolution changes back to the membership for a third time in 2024? If yes, how do you believe they should be presented? Together or individually/grouped?
 2. How do you suggest we engage the volleyball community over the next 8 months to raise their awareness, understanding and ultimately their acceptance of the changes?

Board:

- The issue with not putting the resolutions forward to the 2024 AGM would be the lack of engaging with the membership. AW commented that the resolutions would improve the operation of the Board and leave a legacy for future Boards of VE. CFo commented that the Code encouraged the organisations to modernise its operation and the proposed changes could help with this. Also, not all resolutions had the same level of concern raised. AW added that the mechanism to engage with the membership was crucial to create a successful democratic movement. Board agreed that resolutions would be taken to 2024 AGM, but they would be reviewed ahead of the meeting. PF commented that the review should not be time and resource consuming. RH added that advance communication needed to take place to improve the chance of the resolutions being voted for. CF added that the comms plan could contain questions related to the resolutions and then the resolutions to be put forward can be the solutions. A comms strategy re proposing changes to the Articles of Association to be voted for at 2024 AGM would be created with the help of SG.
- JI commented that the membership might not have understood the notions used in the resolutions and it was important to clarify the significance of the changes to ensure a

positive response at 2024 AGM.

- SG asked about succession planning for the Birmingham Activator role. CFo responded by informing the board that recruitment was ongoing and would be concluded before the end of November 2023.
- AW asked about the use of Alexander Stadium. JS explained alternative options were being explored with a very positive meetings with other interested parties who were very serious in exploring the options of hosting a beach volleyball centre.

Actions:

EB/23-24/18.1

A comms strategy re proposing changes to the Articles of Association to be voted for at 2024 AGM would be created by CFo with the help of SG.

Jl and GB left the meeting.

EB/23-24/19 Sub-Groups & Volleyball England Foundation Updates

19.1

AW and CFo updated the Board on the proposal received from the Volleyball England Foundation in relation to the interim appointment of Greg Brown as Chair and succession planning.

- VE Board agreed with the proposal that had been received from the Volleyball England Foundation which meant that:
 - GB would be appointed as VEF Chair until 2024 AGM.
 - The VEF Board skills audit would be conducted.
 - Succession planning would be considered especially in the light of the Board members of the VEF Board terms of office coming to an end.

Jl and GB rejoined the meeting and were informed of the above decision of the VE Board.

19.2 An Ace Service subgroup

SG updated the Board:

- There would be a change in how the officials working group would be convened.
- CFo added that this process was also being undertaken by the competitions working group which was positive.

19.3 Volleyball for Life (VfL) subgroup

RH had no further update in addition to the submitted report.

CFo commented on the incredible amount of time given by RH to work through People Plan and DIAP.

19.4 Get Keep Grow (GKG) subgroup

JP was absent. GB commented that the group was operating at a good level and some great work was being carried out by the group.

19.5 FSR

There was no additional update. The finances would be covered in the next agenda item.

19.6 VEF update

Jl updated:

- Following a conversation with Aston Villa, a decision had been taken not to include volleyball in their community offer for 2023/4.
- To ensure the resources were being used to support the CWG 2022 legacy, the Foundation have been working with Sport Birmingham. Following a meeting with Callum Dunne (Sport Birmingham) and Mo Kerai (Birmingham Activator) it was agreed that the equipment that

remained at Aston Villa be transferred to Sport Birmingham. This happened earlier this week. VEF were working with Sport Birmingham to develop a plan to use the equipment to its full potential. JI had spoken to Sport England (Dean Hill – Birmingham Legacy Manager) and they were happy with the proposed changes.

EB/23-24/20 Q2 Financial reporting & Audit

KF updated the Board:

- Q2 figures, previously approved by FSR were presented to the board.
- The external audit on 2022-23 numbers was complete and there were no recommendations.

Board discussed:

- Board congratulated KV on the clean audit.
- CF commented that the changes to the financial control procedures manual had been looked at by the FSR group. Nominal changes had been made including the mileage rate and expense claiming. Further changes were being considered and any would be put forward for the Board's approval at the next Board meeting.

EB/23-24/21 Ways of working/Annual Planner

CFo reported the following:

- Following the external Board review, one of the key recommendations was to look into improving ways of working of the Board, the Hub, working groups and Board sub-groups. An annual planner had been created to assist with this.

Board discussed:

- RH commented that specific dates of meetings as per the planner would not work for his sub-group. CFo advised that the group should consider the overall calendar when organising their meetings and adhere to the offered time framework as per the planner as opposed to adhering to set dates if this did not work for the group.
- CF commented that the Governance model diagram was different to the framework document. These should be aligned. CFo would ensure this happens.
- The Chairs meeting would see the planner and there would be additional elements added to the planner.
- The board **approved** the planner subject to suggested changes.

EB/23-24/22 Environmental Social Governance

This would be discussed as part of the afternoon session.

EB/23-24/23 Meeting Finalisation

23.1 Review of Actions

Actions were reviewed and agreed.

23.2 AOB

- The Exec asked for the Board meeting in November to be moved to 9th December. This was agreed. GB would send the invitation to the meeting.
- SG asked about the fulfilment at the VolleyStore. CFo reported that there should be no issues with fulfilment. KF added that a separate P&L account would be created for the VolleyStore.

23.3 Meeting close

Meeting closed at 1.15pm.

| Actions | Who |
|---|--------------------------------|
| <p>EB/23-24/:</p> <p>Safeguarding and disciplinary review would be reported on in the November Board (now 9 December).</p> <p>Hall of Fame criteria – to be carried forward. AW and CFo.</p> | <p>CFo</p> <p>AW & CFo</p> |
| <p>EB/23-24/18.1</p> <p>A comms strategy re proposing changes to the Articles of Association to be voted for at 2024 AGM would be created CFo with the help of SG.</p> | <p>CFo & SG</p> |



A handwritten signature in cursive script, appearing to read 'M. Will'.