

Volleyball England
Annual Governance
Statement
2022/23

Annual Governance Statement Template

Annual Governance Statement:
Volleyball England

Introduction

Organisation	Volleyball England
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Insert role
Volleyball England is the recognised National Governing Body for volleyball, beach volleyball and sitting volleyball in England. Volleyball England is responsible for the development, promotion and delivery of volleyball across England.

It is subject to the Code for Sports Governance (the “Code”) and is committed to the principles of good governance. The Annual Governance Statement provides the Organisation’s stakeholders, members, supporters and sponsors with an annual report on the governance performance of the Organisation.

This Statement is made in accordance with the Code for the period

From	1st April 2022	To	30th March 2023
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(the “Reporting Period”).

Purpose and Values

The purpose of the Organisation is to
At Volleyball England, our purpose is to lead the growth and improvement of all disciplines of volleyball in England.

Its values are:
<p>Open – We will be honest and transparent in everything we do, accountable for our actions and open about the rationale for our decision-making.</p> <p>Innovative – We will foster a culture of innovation across the entire volleyball community, encouraging people to innovate and take measured risks to improve every aspect of our sport.</p> <p>Respectful – We will treat every member of the volleyball community with the respect they deserve, encouraging others to do likewise, both on the court and off.</p> <p>Connected – We will work to bring together all aspects of volleyball in this country, creating a single, connected volleyball community, able to communicate, collaborate and innovate effectively.</p> <p>Inclusive – We will actively seek out the broadest range of views and experiences, listen to those who understand why there are barriers to participation and work with them to develop our sport as one which provides opportunities for all.</p>

Governance Structure

The Organisation is a Company Limited by Guarantee

State legal status of the entity
Volleyball England is a company limited by guarantee – not having share capital

Its governing documents are

Articles of association
Articles of Association and supporting Framework Document

are published on its website at

Insert hyperlink/ref to governing docs and where they can be found
https://www.volleyballengland.org/about-us/governance

Board

Role

The Board is collectively responsible for the long-term success of the Organisation and is exclusively vested with the power to lead it.

Independent Chairman

Adam Walker

Meetings and Key Decisions

Board Meetings

The Board shall meet as often as is necessary to discharge their duties in accordance with the Articles and the Companies Act and in any event no less than four times in any 12 month period.

Board meeting description	Date	Key Decisions
Board meeting	4 th May 2022	The board agreed to propose articles changes to the AGM following feedback from key stakeholders. The Transgender Policy was agreed by the board. The Anti-Doping Framework was approved by the board.
Board meeting	10 th June 2022	The board assessed the validity of proposed special resolutions for the 2022 AGM.
Board Meeting & AGM	24 th & 25 th June 2022	The board approved a paper submitted by the 'An Ace Service' department to enhance service delivery in competitions. The board approved updates proposed to the Volleyball England Foundation articles of association.
Board Meeting	26 th July 2022	The nominations committee confirmed the appointment of Charlie Ford as CEO.
Board Meeting	18 th August 2022	The board approved the appointment of Jake Sheaf as a consultant to Volleyball England. The board approved a revised version of the Transgender policy.
Board Meeting	29 th October 2022	The board approved the vexatious complainant policy. The board approved a cost-of-living support payment for Hub staff.
Board Meeting	26 th November 2022	The board approved the Transgender policy changes. The board approved Sport Lomo as the preferred supplier and 7League as digital support partner.
Board meeting	28 th January 2023	The board discussed and agreed the AGM date as 22 nd July 2023.
Board meeting	1 st March 2023	2023-24 budget approved by the board. The board approved all proposed changes to the Game Plan strategy and the 5yr implementation plan.

Composition

The Board is made up of a maximum of (please insert number)

12 Directors maximum – currently 11 Directors appointed

Independent Chairman	Adam Walker	
Senior Independent Director	Clare Francis	
4	Independent Directors	
7	Elected Directors elected by:	AGM
0	Co-opted Director	

The following persons served as Board members during the Reporting Period:

Name	Role description	Date joined or left the Board (if applicable)	Board meetings attended (out of 9)	Committees	Committee meetings attended
Adam Walker	Independent Chair	July 2017	8	Disciplinary Committee Nominations Committee	2
Clare Francis	Senior Independent Director & Vice Chair	July 2017	7	Finance, Strategy & Risk Nominations Committee	8
Simon Griffiths	Elected Director	July 2017	5	An Ace Service Sub Group	4
Phil French	Independent	July 2021	3	Volleyball For Life Sub Group Disciplinary Committee	3
Freda Bussey MBE	Elected Director	July 2016	7	Get Keep Grow Sub Group	3
Richard Harrison	Elected Director	July 2018	5	Nominations Committee Volleyball For Life Sub Group	5
Brendan Fogarty	Elected Director	July 2019	6	Finance, Strategy & Risk	6
Jake Sheaf	Elected Director	July 2021	5	Volleyball For Life Sub Group	3
Dave Reeve	Elected Director	June 2022	4	Get Keep Grow Sub Group Disciplinary Committee	3
Andres Hernandez	Independent Director	July 2019	8	Finance, Strategy & Risk Nominations Committee	6

Jess Plumridge	Elected Director	July 2021	6	Get Keep Grow Sub Group	3
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Board and CEO Recruitment

Report on any recruitment activity in the Reporting Period

- Election of David Reeve from Co-opted to Elected Director in June 2022.
- Re-election of Richard Harrison as Elected Director in June 2022.
- Charlie Ford was appointed as CEO in July 2022.

Board Evaluation

Chair	Adam Walker
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Internal Board Skills Assessment

Undertaken in March/April 2022.

Remuneration

In the Reporting Period the following remuneration was paid to Non-Executive Board members

Name	Amount
NA	NA

Committees reporting to the Board

The Board has established the following Committees, which report directly to the Board. Each Committee has clear Terms of Reference which identify its responsibilities and any powers delegated to it by the Board

Finance Strategy & Risk Sub Group

Composition:	3 x Directors, CEO/DCEO, Financial Consultant
Role:	The Sub-Group has delegated powers from the Board to implement actions and initiatives in support of the Organisation's strategy and to oversee finance matters, ensure the adequacy of the Organisation's financial reporting and internal controls and maintain the risk register. The Sub-Group shall be the Audit Committee for the purposes of the Code for Sports Governance and the Articles.
Delegated Powers:	
	https://www.volleyballengland.org/uploads/docs/FSR%20ToRs.pdf
Meetings in the Reporting Period	7

Nominations Committee

Composition:	Independent Chair, 3 x Directors
Role:	The Nomination Committee ("the Committee") has responsibility for leading the process for Board and senior management appointments and making recommendations to the Board. In respect of Board appointments, this includes evaluating the Board's current capability against the agreed skills matrix, and, in light of this evaluation, agreeing a description of the role and capabilities required for a particular appointment.
Delegated Powers:	https://www.volleyballengland.org/uploads/docs/NOMINATIONS%20COMMITTEE%20TOR.pdf
Meetings in the Reporting Period:	2

Strategy

The Board sets the strategy of the organisation. The current strategy for the period

From	September 2020	To	September 2030
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was published in

Date	September 2020 updated in March 2023.
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and can be found on the organisations website at

insert hyperlink	https://www.volleyballengland.org/about_us/thegameplan
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Committees reporting to the Board

The Board continually monitors progress against strategy and can report the following progress in the Reporting Period:

Strategic objective	KPI	
Get Keep Grow Sub Group	The Sub-Group has delegated powers from the Board to implement, oversee and monitor actions and initiatives in support of the Board's wider the Game Plan strategy in respect of the Get Keep Grow priority in order to strengthen the English volleyball club structure by working hand in hand with clubs to help them achieve their ambitions. https://www.volleyballengland.org/uploads/docs/Volleyball%20for%20Life%20ToRs.pdf	
Volleyball For Life Sub Group	The Sub-Group has delegated powers from the Board to implement, oversee and monitor actions and initiatives in support of the Board's wider the Game Plan strategy in respect of the Volleyball for Life priority in order to aim to better understand, articulate and promote the opportunities that volleyball provides for anyone, at any stage of their life. https://www.volleyballengland.org/uploads/docs/Volleyball%20for%20Life%20ToRs.pdf	
An Ace Service Sub Group	The Sub-Group has delegated powers from the Board to implement, oversee and monitor actions and initiatives in support of the Board's wider the Game Plan strategy in respect of the An Ace Service priority. That is to work collaboratively to deliver and continuously improve the products and services that most benefit our clubs and the wider volleyball community, while also ensuring they provide healthy revenue streams that enable reinvestment in the sport. https://www.volleyballengland.org/uploads/docs/An%20Ace%20Service%20ToRs.pdf	

Risk Management

The organisation has agreed a Risk Management Policy to ensure that effective processes are in place to track and report on existing and emerging risks which could affect the Organisation’s ability to meet its Strategic Objectives and/or cause damage to the organisation or its stakeholders. The objective is to support better decision making and management of risk through a comprehensive understanding of risks and their likely impact.

The respective responsibilities in the policy are:

Executive Management Team

Please list responsibilities:
See policy here: https://www.volleyballengland.org/~media/docs/Scheme%20of%20Delegations%20(website).pdf

Finance Strategy & Risk Sub Group

Please list responsibilities:
See policy here: https://www.volleyballengland.org/~media/docs/Scheme%20of%20Delegations%20(website).pdf

Board

In the Reporting Period the Finance Strategy & Risk sub group reviewed the Risk Registers at each of its meetings to consider new risks and review existing and identified risks. The Risk Management Policy and Strategic Risk Register are reviewed on an annual basis by the Board. In the Reporting Period this took place on

Date	January 2023
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Staff Survey

The Board acknowledges its duties to employees both under the Companies Act and the Code.

A staff survey was undertaken in May 2022	Key learnings <ul style="list-style-type: none">- Overall, most staff are satisfied, motivated and enjoy working for Volleyball England.- Positive feedback in relation to relationships with senior leadership and the board.- Flexible working arrangements are highly appreciated, as is the empowering culture and ethos of Volleyball England.	Areas for Improvement <ul style="list-style-type: none">- More can be done to support staff from a continuous improvement perspective.- Clearer roles and responsibilities, ensuring everything is strategically aligned.- Staff attrition leading to unsettling and uncertain periods of change.
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Governance Framework

The Organisation is committed to the Code for Sports Governance and having achieved compliance with the Code in

Date	September 2018
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has put in place an ongoing governance development programme to ensure that it continues to develop its governance practices and procedures.

At its Board meeting on

Date	22 nd April 2023
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the Board reviewed the Organisation's compliance with the Code in the Recording Period. The Board has communicated openly with Sport England

The Organisation was compliant in the Reporting Period	Apr 2022 – Mar 2023
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Review of governance practices and procedures

In compliance with the Code the following practices and procedures were reviewed and approved by the Board in the Reporting Period.

Practice/procedure reviewed [examples]	Code requirement	Next review	Review in reporting period
Directors' Code	Every 4 years	April 2025	April 2021
Terms of reference	Every 4 years	April 2025	April 2021
Policies	Every 4 years	April 2025	April 2021
Financial policies and procedures	Every 2 years	Jan 2025	Jan 2023
Risk management and internal control	Annually	Jan 2024	Jan 2023
Stakeholder Strategy	Annually	September 2023	September 2022

Complaints/Disciplinary/Whistleblowing

In the Reporting Period there were

17	Complaints & Disciplinary Matters
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These were dealt with in accordance with the Grievance Procedure.

8	were resolved
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and

9	remain outstanding.
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There were

0	no reports of wrongdoing [whistleblowing]
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Diversity

The Organisation is fully committed to the principles of equality of opportunity and to creating a diverse environment. We work with our members and partners to enable

Volleyball, Beach Volleyball & Sitting Volleyball

to be an accessible and inclusive sport that provides opportunities for enjoyment and achievement for all.

Richard Harrison

has been identified as the strategic lead for equality and diversity.

Our target is to maintain a position where a minimum of 30% of Board members are from each gender whilst working towards gender parity.

The current composition of the board is as follows:
27 % female (3) : 73% male (8)

We are committed to increasing the diversity of staff, volunteers (including Board and committee members), participants and coaches and will carry out initiatives to encourage more women, people with disabilities and people from black and ethnic minorities to become more actively involved in all aspects of volleyball activities.

Approved by the Board on

Date	April 2023
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and signed by the Chair on behalf of the Board.

Adam Walker, Independent Chairman