

## **Board Meeting Minutes**

Where: Virtual Teams Meeting

**Date:** 10<sup>th</sup> July 2023

Attendance: Natalie Ward, Natalie Justice-Dearn, Rhian Lilley, Zoe Burton, Katherine Knight,

Peter Kirk, George Crossman, David Bentley, Farhad Divecha, Dana Abdulkarim

Apologies: Brett Bader, Ali Smith

Item		Action By
1	Formal Business	
	No declarations of interest. PK mentions that Brett Bader made a DOI in the AOG meeting, suggests reaching out to get more information.	
	4 for ratification – Approved at AOG and ratified.	
2	Chair's Report	
2.0 Verbal summary of report	Parliamentary Sport England event attended by KK and NJD. KK confirms that she has offered support to RE.  KK met with Tim Hollingsworth to raise the importance of NGB in particularly Safeguarding.  Sport England's System Partner is to hold an event in September, KK has put RE forward to support.  Governance: Training information received, KK to discuss with DB. Possible opportunity for some funded work.  KK Requested that the board do as much as possible to utilise their time and try to attend commitments. NJD working on dates for next years meetings.  KK Thanks everyone for Commercial work support. Discusses setting up a working group, possibly October time.	KK/DB
3	CEO's Report	



3.0 Verbal Summary of report	NJD thanks team and board for input.	
	Together Fund update – NJD confirms closure as at end September. Positive for all round and supports sustainability, especially from a workforce element.	
	Go Rounders – will be reviewed after the Summer Term.	
	NJD met with the lead for Opening Schools Facilities, very positive meeting. NJD offered pilot club link schemes on a test and learn basis.	
	Just under 400 schools are now affiliated. Education Membership has now retired.	
	Engage: Talent and skills matrix to be picked up elsewhere.  NJD explains that Colin is developing the new skills matrix  and this will be key especially if Rounders gets back on the curriculum.	
	NJD states main priority is engagement with existing members/clubs. States it is increasing all the time.	
	Pregnancy in rounders: NJD & NW had series of meetings and extra guidance given to West Yorkshire League to resolve a matter between the league and a pregnant person in that league. NJD mentioned that the Burnley league welcomed the additional guidance. In relation to <b>Engage</b> , it opened discussion around area of vulnerability. Discussed a compliance, policy, and procedures affiliation open to whole rounders community. To be picked for next season.	
Rhian update on Talent	RLi confirms that previous concerns have been ironed out during various meetings. Confirms fast-track of other Talent Hubs, North-East from September and Midlands in October. RLi confirms positive coverage and feedback from Talent days.	
	NJD thanks DB for work on UKAD.	
	NJD puts callout to the board for any links for Youth Advisory Panel applicants.	
4	Standing Agenda items	
4.0 Equality and	RLi Shares DIAP with board and confirms key areas.	
Diversity	RLi suggests the need for a specified role within the organisation.	



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	RLi identified the need to go through all RE Policies.	
	Once the DIAP is published a communications process and plan needs to be in place .	
4.1 Safeguarding	NJD met with CPSU as Framework reporting has changed, Discussed introducing more comms to support player welfare in other areas, example rainbow races.  Framework meeting 9th August 2023, will update after that.	ИЛО
4.2 Risk register	NJD couldn't attend last AOG meeting but DB confirmed changed to risk register top 6.	
	Cyber Security is now top of list, increased likelihood, and impact. Achieving a commercial budget Staff & Management Change Course delivery Competition	
	COL – Varies from month to month but still a risk	
	PK mentioned that there will be a new format for presenting RR agreed at AOG. Will be split into 2 categories, Enterprise Risk and Operational Risk, ready at next board meeting.	AOG
4.3 UK Anti-doping	DB confirms all 24 Questions answered on submission were passed.	
5.0 Finance		
5.0	PK shared 2022 – 2023 Actuals draft accounts and Cash Summary.  PK mentions risk of Play Rounders investment to be considered if it is an ongoing commitment.	
Stretch Budget	Stretch Budget is shared, once approved will become final budget. Aim for £11k profit for 2023-24 but doesn't include Play Rounders.	
	Income generation almost doubled – associated costs increased to support target.	
Year to Date	P&L Shared as 30 <sup>th</sup> June. PK will condense the version for next meeting. Membership down on budget.	
	Commercial Partnership – nothing YTD on P&L. DB added figures for Partners royalties had been received since report so will flip figures once processed.	



	Commercial Sponsorship - £6k adverse variance, nothing YTD.	
	DB states, once accounts are updated with Royalties, income will be almost on Target.	
	Webshop Sales and Course fee's both Favourable Variances on Budget.	
	DB confirms that June was historically the best month of Sales for RE.	
	Considerable cost savings in place including, Campaigns and Digital Marketing, National insurance, and Community Projects.	
	KK Approves stretched budget, NJD caveats it is 'stretched'.	
	DB to speak to the accountants regarding the possibility of Capitalising the Play Rounders investment.	DB
6	Governance	
6.0	DB confirms two areas of focus, welfare & safety, people plan.	
	Welfare & Safety of members, NJD asks for this to be a discussion point at next board meeting.	
	GC enquires if Sports Governance have given guidance to answering the question on W&S. DB confirms guidance is available and could refer to Sport England submission.	
	KK suggests refreshing policy to include safeguarding.	
	NJD states that a lot of other NGBs have a sperate Welfare and Culture plan, possibly to be considered in the future.	
7	Audit, Operations & Governance Sub Committee	
A) 7.0 Verbal report from	PK confirms discussion of policies at AOG, RR and Financials.	
meeting held	PK reiterates that more detail is needed following BB declaration. Minutes form AOG state:	
	BB works in other areas of the business, including safeguarding/welfare delivery and quality assurance in the education programme.	
	PK unsure what next steps are, KK confirmed acknowledgement is sufficient at this stage.	



8	Marketing and Commercial Committee	
	NW briefs on discussion points including utilising time and automated reports.	
	Marcomms update is shared, Data & Insight shows increased activity over all SM platforms.	
	Email marketing updated to be more tailored for members and working well.	
	NW discusses branding of different talent hubs. Hoping to get Talent Programme Commercial Sponsor and not individual hub sponsors.	
	NW asks board for any ideas for possible commercial partnership for Talent Hubs.	
	Opportunities update – Digital rulebook now live. Exploring RE Lottery Scheme.	
	DA asks if Player Voice has been done for RE Lottery due to diversity of Rounders Community and Players.	
	NW confirms Player Voice will be done however it is in early discussion stages.	
	ZB suggests a donation round up scheme.	
	NW states that old Rulebook will be donated to Commonwealth Charites. KK suggests contacting Commonwealth Games.	
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9.0 Verbal report	Development & Engagement Committee  GC confirms that there was no formal meeting.	
from meeting held	GC states Talent Working group will be evolving and broadened out to include more engagement.	
	Nothing else to add that isn't in report.	
10	Farrality & Diversity Committee	
10 10.0 Verbal report	Equality & Diversity Committee  Main part of meeting was DIAP which has previously been	
from meeting held	discussed.	
	Terms of reference discussed and adding in voice about present context. Key point made by FD was for cohesion over different areas and Importance of consistent form.	
	Safeguarding update main discussing was Trans and non- binary policy that needs to be agreed. Sian Barnett to have a meeting with Lime Culture to discuss in more detail. DA asks board to get in touch with Sian if they would like to be	



	involved in further discussions over policy. Next meeting 18th September. KK suggests grouping with similar sized NGB's.  Tutor Licence now live. Discussion of possible intro 2 safeguarding or other one day safeguarding courses.  NJD states Case management Group Recruitment Pack will be going out imminently.	
11	General Update	
NJD updates	NJD will update on Play Rounders at next meeting.  80th Birthday Celebration – NJD confirms celebration incorporation with National Finals 24th September. Asks for board members to attend if possible. Plan to include awards at celebration and VIP afternoon.  Parliamentary Reception 16th October – Kim Leadbeater agreed to 'sponsor' the event. Idea to celebrate Rounders. Inviting Tim Hollingsworth to speak as well as Speakers from community and Alison Howard.  SMT to create an asset pack for potential sponsorship for event funding.  NJD will send dates around.  GC discusses AGM and possibly incorporating into upcoming events, possibly 24th September. To be confirmed.	SMT NJD
12	Nominations and Remuneration Committee	
	Nothing to discuss.	
	Close	