# Goalball UK Board Minutes

## Date & time of meeting

17/11/20 10:00

## Location

Zoom meeting

## Attendees Initials Role

John Grosvenor JG Chair

Mark Winder MW CEO

Mark Martin MM Company Secretary

Grace Clancey GC Senior Independent Director

Dyfrig Lewis-Smith DLS Non-Executive director

Alison Burchell AB Non-Executive director

Kate Coghlan KC Non-Executive director

Peter Elliot PE Non-Executive director

Steve Cox SC Secretariat

## Apologies

None - All present

# Agenda

## 1. Declarations of interest

JG reminded the Board of the need to declare their interest in any items requiring a decision; All new declarations were noted in the register. – it was asked for the form to be sent to new directors in the new year

**Action** – MM to send forms to new directors in the new year

## 2. Appointment of new directors – FOR APPROVAL (verbal)

JG and AB explained the recruitment and selection process. 10 applied, 2 candidates appointed (Ranjit Singh & Paul Reid) JG confirmed references taken for both.

*Decision -* Appointment formallyapproved by the Board

**Action** -JG to contact individuals

**Action** -MM/MW to coordinate induction process

## 3. Finance and governance – FOR INFORMATION (2 papers)

MMs last meeting as a Board member – JG thanked MM for his time on the board.

MM presented his finance and governance report. Updated forecast for financial year, shared with the board, awaiting UKS decision next month before confirming budget for next year. MM identified challenges for the next financial year 21/22.

## 4. Governance action plan – FOR COMMENT (1 paper)

MM outlined the Campbell Tickell recommendations on governance and presented an action plan to the board. A discussion followed regarding responsibilities and timelines, A list of policies to be created to improve governance. PE to identify good practice policies.

It was suggested having a centrally located area storage of the board papers.

**Action** - MW to investigate the feasibility of storing confidential papers online.

**Action** - PE to identify good practice policies

## 5. Risk reports – FOR INFORMATION (2 papers)

MM presented Risk reports – no comments

**Action** – JG to establish an Audit & Risk Group to assume responsibility for these reports

## 6. Return to Play (RTP) – FOR INFORMATION (verbal)

SC – gave a verbal report on the RTP – Board thanked SC and Alex Bunney for their hard work on the RTP documents

MW – gave a verbal report on the GB teams. The testing procedure for the GB men’s Euro B’s in January and risk involved in going was outlined and there would be an opt in for the players and support staff travelling. A discussion followed and the board agreed unanimously to support the trip to Finland in January 2021

## 7. CEO report – FOR INFORMATION (2 papers)

MW presented his report to the Board. He reported on our Return to Play. MW congratulated Alex Bunney, Steve Cox and the executive team for their hard work for the progress.

The GB teams continue, and we have engaged with a Medical Officer in order to allow this to happen.

The exemption for people with disabilities on the tier system has allowed us to continue plans for post lockdown with clubs.

Following the submission to UK Sport in October we await the results from UK sport. We will receive this on 18th December 2020.

This will heavily influence our journey into 2021 and beyond.

We have reported back to Sport England. The requirement, as promised, has been very light touch. MW continues to have some concerns over how we emerge from Covid-19 in terms of approach to the grant funding we attract.

MW commented he envisages frontline health charities may well continue to receive the, justified, support they have received during this year. Leaving us as a less appealing option.

MW updated on the work with the Philanthropy Company. This work has been delayed but progress continues.

Staff remain, on the whole, buoyant and positive and their wellbeing remains at the forefront of MW’s mind.

## 8. Strategic performance – FOR INFORMATION (within paper 7)

MW discussed progress against the six obsessions and agreed KPIS. Reporting remains challenging due to COVID-19 restrictions. JG said that early in 2021 we would need to review the strategy and KPIs

## 9. Reports from the Sub-Committees – FOR INFORMATION (1 paper)

PE – Due to COVID, Performance and Talent group (PAT) not met and will reconvene after UK Sport decision in December 2020.

DLS gave verbal update – Club and Competition Committee (CCC) next meeting 21st January 2021.

MM presented action points from most recent Finance and Operations Group (FOG) meeting.

## 10. Communications update – FOR INFORMATION (1 paper)

MW and KC presented report on Communications. The board suggested a change in style for future reports showing longitudinal performance.

**Action** – KW to send a list of suggestions to be incorporated in future reports.

## 11. Safeguarding and equality – FOR INFORMATION (verbal)

DLS – no issues since last meeting

## 12. Transgender policy – FOR APPROVAL (1 paper)

DLS updated board on policy and answered questions from board. DLS will revisit some of the points. More advice/help to players/coaches to aid with understanding of what rules apply at specific venues. Also, more guidance to be given to coaches and players regarding facilities at tournament venues.

*Decision* - Board agrees in principle. DLS will finalise paper

## 13. Minutes of previous Board meeting – FOR APPROVAL (1 paper)

*Decision* - taken as agreed

## 14. Action points from last meeting – FOR UPDATING (1 paper)

**Action** - paper updated

## 15. Dates of Board meetings – FOR APPROVAL (see paper 9a)

MM verbally gave reasoning behind dates for 2021. Draft proposal agreed for Board meetings of 28th January, 28th May, 8th July, 16th September and 18th November.

In addition, a March Board call will be required to sign off the 2021/2 budget.

*Decision* - dates approved

**Action** - MW and SC will pull together a full 2021 calendar to include dates for all

Sub-Committees and AGM

**Action** - MW to get a calendar of all sub committees meeting dates

## 16. Any other business

Suggested that items for approval are placed together on agenda

*Decision* - To try it at next meeting

A suggestion that “Actions taken between meetings” section should be placed on the agenda - for decisions taken between meetings

*Decision*. Agreed

DLS - reminded the board that 2 board members are required on all sub committees, this not the currently the case on the CCC.

**Action**. MW & JG to follow up re CCC

JG - Thanks to MM for 8 years’ service on the board.

## Date and time of Next meeting

28th January 2021 - Zoom call 10am

Meeting finished at 11.58.