



English Lacrosse Association Ltd
Minutes of the Annual General Meeting 1st October 2017

Minutes of the Annual General Meeting held on Sunday 1st October 2017 at the Hilton Hotel, Warwick commencing at 12.03pm.

Present: John Neal, Chair (JN); Mark Coups, CEO (MC); Sallie Barker, Chair National Lacrosse Committee and Board member (SB); Hannah Bowe, Board INED¹ (HB); Prashant Jobanputra, Board INED (PJ); Ben Jessup, Secretary SEMLA and Elected Board member (BJ); Neil Edgar, Finance Manager (NE), Paul Coups, Ex Officio (PC); Rick Summers, Chair of NWLA (RS); David Bruce-Morris, SEWLA (DBM); Rob Collinge, Centurions (RC); David Marsden, Chair FARC (DM); and Bob Sharples, Birmingham LC (BS).

Proxy: 4 proxy instructions for agenda items, plus one received after the stated submission date (listed at the end of the minutes)

1. Apologies for absence

Jon Stainer, Melanie Steel, Hamish McInnes, Rick Purnell

2. Chair's Opening Remarks

JN welcomed all to the 2017 AGM. JN reviewed the agenda and outlined an additional item to be taken as 10a. MC outlined to all present the reasons for non-attendance of board members, highlighted above in apologies for absence.

JN gave a summary of the year:

- a brief statement on the decision of the board relating to the Men's World Championships in 2018, highlighting the unacceptable financial risk to the organisation of hosting the event
- the success of the Women's World Cup 2017 and Girl's National Schools 2017
- the positive work carried out by the staff, specifically in relation to the EL re-structure and the new Sport England investment programme.

JN thanked SB for her work in Chairing the 2017 World Cup Local Organising Committee and to the EL executive staff for undertaking the re-structure in a sensitive way that reflected our values.

3. Minutes of the 2016 Annual General Meeting

Approved without amendments.

4. Matters Arising

Additional item 10a as stated in Chair's opening remarks.

5. Annual Accounts

¹ INED refers to Independent Non-Elected Director

The signed 2016 -17 ELA Accounts were discussed by the AGM attendees.

RS asked for clarification on:

- debtors outlined on page 15

NE summarised the point outlining the following areas:

- some of these being pre-payments taken this year
- EL has taken a harder line with writing off / recouping player debt (supported by the auditors) with an improved position moving forward
- Point 19 of the Letter of Representation from the Auditors relating to the recoverable costs incurred by Enterprise Lacrosse

NE reviewed the initial purpose of Enterprise Lacrosse and stated that 2018 was embedded in that section of EL. In addition:

- final closure of 2018 accounts in the coming months will provide clarity on the fiscal position
- the financial outcome will be communicated towards the year end to the membership
- whether the financial position relating to the Women's World Cup 2017 included all related staff costs (pre, during and post event), NE assured the meeting that this would be the case.

NE addressed the meeting with a financial summary and this is included in the minutes.

RS identified the need for an explanation on the financial summary in the Annual Report (p9) relating to £40k in "Clubs, Subscriptions and League Fees" and £70k in "other performance income". NE outlined that the £40k identified also includes money attributable from the previous year and he would come back to RS to clarify the £70k.

JN thanked the finance team for the work this year. NE wished to thank DM and FARC for their work and support throughout the year.

6. Appointment of Auditors

NE informed the meeting that he had approached 3 companies to tender as the EL Auditor (BDO, Grant Thornton and Beavers), with two responses (BDO and Beavers).

Beavers had responded with the best quote and in his opinion, should be retained as EL Auditors for the next 3 years.

DM enquired if it was a Sport England requirement for National Governing Bodies to go to tender for the appointment of auditors. MC outlined it was not, but it would be deemed as good practice.

HB outlined that if EL were to secure future significant commercial sponsorship, a larger auditor (such as BDO) may then be more appropriate.

Beever and Struthers were appointed auditors for the period 2018 – 2021.

7. English Lacrosse Association Annual Report 2016/17

The ELA Annual Report was discussed by the meeting.

JN wished to thank the staff for its production and specifically Sean White.

AGM attendees tabled questions relating to the report to MC and JN.

RS and DBM identified the need for clarification on the production of the participation figures quoted on p3 of the report. MC explained that the figures comprised of EL registrations, BUCS audits and school audits. MC also added that BUCS was still a driver for growth with team entries up again from the previous year (5%). MC

identified that there will be the need for more monitoring of data in relation to the new Sport England investment.

RS questioned the statement relating to Individual Registration and commercial partnerships on p11 of the report. MC identified that data is important in commercial discussions - in highlighting to potential stakeholders' their alignment to market segments of lacrosse. MC highlighted here the need for careful consideration of data protection laws, especially the GDPR being introduced next year. RS outlined that the NWLA viewed a segment of the game as not part of the data (un-registered), which are the volunteers (not coaches or officials) and the EL should address this category. MC made the AGM aware that RS and himself had discussed this market segment and that more clarity in how it can be registered is needed.

DBM raised the collation of school data as a key area. MC agreed and outlined the issues of collecting data from young people and the difficulties it presents. MC added that EL is working with two schools to identify what information is appropriate and they are willing for EL to collect; and the applicable process.

RS and DBM outlined feedback from NWLA and SEWLA on EL communication, specifically the web site and its lack of updated information and user-friendly format. MC outlined that the web site is viewed positively from outside of the sport, however, EL does need to improve the flow of communication and speed the linking the web site to the preferred form of communication through social media.

JN added that there may be a disconnect between social media and web platforms which is unavoidable. JN also outlined that certain statements or initiatives can't be announced due to embargos from other partners limiting EL communication.

MC highlighted that after the EL staff re-structure, EL has one member of staff to support all social media and web communications. SB added that through NLC there has been volunteers identified to support in specific areas eg web information.

RS requested that the staff and board sections be updated. MC agreed that this would be done.

RS enquired as to the current position between EL and UKVI (UK Visas and Immigration). MC outlined that EL had completed all steps required for reinstatement of the system. However, UKVI has undergone staff changes resulting in the appointment of a series of new case officers for EL. EL is therefore still waiting on UKVI to respond. DM asked if EL has made it clear to the clubs as to any changes in relation to the UKVI criteria. MC outlined that this will be made available as soon as EL has sign off from UKVI.

DBM outlined the developments in the EL coach education programme, specifically the Level 3, as a positive step in supporting the game since the UKVI issue.

RS asked if there was to be a convention this year and questioned the event occurring on Monday 9th October. PC outlined that the event on the 9th is being delivered in partnership with Independent Coach Education and has been targeted in providing CPD for teachers. PC added that there will be a convention delivered aligned to volunteer coaches later this year.

RS questioned the engagement and communication processes with the Academy. MC identified that staff changes have now occurred following the re-structure and that this area will be addressed.

RS stated the need for proof reading of the document and its over use of hyphens.

8. Election of Board Members

JN highlighted that there were no elections due. He added that MS term of office as an appointed INED is coming to an end, but she is continuing for a period of time whilst EL undertakes a recruitment process for a replacement.

9. Proposed Changes to the Articles of Association

See point 10 below.

10. Proposed Changes to the Bye Laws

This item and point 9 above were taken at the same time. SB highlighted the changes need to reflect the EL's gender-neutral position on documentation and this was agreed.

DBM enquired as to how leagues will access IR information in relation to player eligibility and movement between leagues or regions. MC identified that each league structure has access to information on IR within their league. IR requests can be made between leagues and regions. RS outlined that it should also be down to the clubs to monitor.

DBM asked for clarity on the arbitration process relating to the movement of players. MC highlighted that this is relevant to the region first, National Lacrosse Committee second and the Board acts as final arbitrator.

All changes were passed by the meeting, with MC to ensure gender wording is adopted.

a. Proposal Amendment to Individual Registration Category

RS summarised the NWLA proposal (seconded by SEMLA) and relevant discussions in the potential in expanding the registered numbers in that category.

The AGM went to a vote in relation to the proposal:

- For 4
- Against 7

Proposal not passed.

11. Diversity Statement

JN read out the attached Board Diversity Statement and its commitment to diversity.

12. AOB

Attendees at the meeting tabled relevant questions, not already covered under the agenda.

RS asked if IR numbers increased, would regions receive extra monies. MC outlined that EL is committed to supporting regions in proportion to IR benefits. RS asked if IR has increased, MC highlighted that he is expecting a small increase from last year.

The AGM held a broad discussion on the regions and the need for them to have clear outcomes. DBM outlined the need for clarity on how EL will support development in the regions. SB outlined that regions have set out developments in their business plans and that these have been made available to NLC. Following discussion, it was agreed that the regions should put the current business plans on their own regional web sites. RC added that clarity from the regions is needed to support the generation of donations to the sport and the Lacrosse Foundation.

MC supported the need for regional business plans and that EL staff are engaging in Higher Education Institutions to revitalise volunteer development. MC also reviewed the volunteer engagement routes into the decision-making structure. All agreed this needed to be more visible.

DM explained that if EL is looking to expand its events profile, there is a need to identify relevant facilities. SB highlighted that EL is implementing an Events Group to oversee the events strategy which would address this point.

BS was unclear as to EL regional support to the midlands. MC identified that for Birmingham it was Nik Roberts. BS also highlighted:

- there is concern in relation to age eligibility in the women's game. NLC to provide clarity
- more transparency, through communications from EL, was needed on the 2018 decision
- it was unclear as to whether Midlands lacrosse is in the North or South and asked can help in ensuring teams travel long distances (Birmingham currently aligned to South Leagues).

MC reviewed the position on the 2018 decision and that EL has provided FIL with an outline set of recommendations. JN highlighted that EL is still in discussions with other stakeholders in relation to 2018 and that any public facing communication must have all party's agreement, creating a position with significant constraints. JN outlined that clarity will be forthcoming when EL is able.

RS outlined the work undertaken by Richard Gartside in this area and how discussions have progressed in relation to a Midlands league. BJ invited BS to the next SEMLA meeting.

Meeting closed, with a vote of thanks to the Chair, at 1.41pm.

Proxy: Timperley (for), Boardman and Eccles (for), Brooklands (for), Hamish McInnes Board INED (against)

There was a proxy instruction received on Saturday 30th September from Poynton at 5pm to info@englishlacrosse. This proxy instruction did not follow stated procedure required for a valid proxy instruction (proxy instruction to be emailed to m.coups@englishlacrosse by close of business Friday 29th September). As such the proxy instruction does not comply with Article 40.2:

- 'the Board may require proxy notices to be delivered in a particular form, and may specify different forms for different purposes'.

However it is duly noted that the proxy instruction to support the proposal would not have affected the outcome of the vote taken at the meeting in relation to agenda item 10a.