



Board Minutes 15th May 2019

ENGLISH LACROSSE ASSOCIATION Ltd.

Minutes of the ELA Board meeting held on Wednesday 15th of May 2019 at Allianz Park, Greenlands Lane, Hendon, London NW4 1RL 11.30 pm – 1.00 pm.

Present: Mark Coups (MC) CEO, Ben Jessup (BJ), Chrissie Owens (CO), Sallie Barker (SB), Michael Estill (ME), Sue Livock (SL) President, Hannah Bowe (HB), Hamish McInnes (HM), Nikki De Kretser (NK), Prashant Jobanputra (PJ).

Neil Edgar (NE) Ex-Officio Finance, Paul Coups (PC) Ex-Officio, Jane Powell (JP) Ex-Officio

Apologies: John Neal (JN) and Gavin Devine (GD)

Section 1 Routine Business

MC opened the meeting outlining that JN had been called into an emergency meeting with the ECB at Loughborough. In his absence SL and JP will chair the meeting.

1. Apologies for Absence

John Neal (JN) Chair, Gavin Devine (GD)

2. Conflict of Interest Declarations

None declared.

3. Minutes of the Last Meeting

- Minutes approved with 1 amendment the continued misspelling of NK.

4. Matters Arising

- NE highlighted that in regard to Lacrosse 2017, the use of the term audit is not correct, the correct term to be used is "moving to be made dormant".

5. CEO Report and Business Score Card

MC outlined to the board that ME had contacted MC prior to the meeting regarding the paperwork provided ahead of the meeting. ME had felt that the paperwork presented:

- a good ¼ statement of the company position;
- highlighted the issues and risks to the organisation; and
- a position where the board can focus on "Project 300".

MC reviewed the revised risk matrix and highlighted it will be adjusted accordingly for the next meeting.

MC outlined to the board the situation and issues in relation to the Women's Under 19 Easter Tour to the USA.

JP summarised the communication she had received mid and post tour from the coaching and management team, and the initial steps taken subsequent to receiving the information.

MC highlighted that JN had been engaged in the process at the earliest opportunity to support both MC and JP.

MC informed the board on the timeline and steps taken since the initial communications to ensure athlete welfare was placed at the centre of the process:

HM highlighted that EL had received a subject access request from one of the coaching staff. Kerrie Lawler was compiling the relevant information in line with GDPR.

The board had a wide-ranging discussion on the issue focusing on the implementation of our safeguarding policies and procedures and the communication processes to be enacted; while ensuring the players welfare is at the centre of actions.

All agreed the need to be pro-active where allowed and get processes in place for EL to be leading on the issues. The board agreed budget allocation to hire professional support.

Actions

- Board to receive relevant information (MC)
- Allocation of budget for professional support (NE, MC)

Thanks to the staff for their work on this issue.

Section 2 Finance

6. Q4 Accounts and 2018/19 Audit

No questions were raised on the Q4 accounts

NE confirmed Beever and Struthers have undertaken the initial detailed audit of the accounts at the start of May for the financial year 2018/19. NE highlighted that some minor changes will occur, but was confident that the figures produced had been accepted by the auditors.

7. Board Only Confidential Discussion Time

Item 7 was deferred to the next meeting.

8. Board Chair Recruitment

BJ updated the board on the process and interview. HB to be recommended for the position of Chair.

BJ asked HB and all ex-officio to leave the meeting.

There was a brief discussion of HB's CV after which her appointment was agreed unanimously.

BJ asked for HB and ex-officio to return to the meeting.

The board had unanimously voted to appoint HB as Chair of ELA Ltd. from the October 2019 AGM.

Congratulations to HB on her appointment.

9. Women's School Rules 2019/20 Update

SB reviewed the process undertaken by NLC and the information set out in board paper 8.

The board had a discussion on the proposals.

EL recommend 10-a-side at all EL events, with regions able to play adaptive rules according to age.

Action

- MC and SB to coordinate EL statement on the rule changes, to be agreed with NLC, to be pushed out by Friday 17th May.

10. Remcom Update

NK updated the board on key points from Remcom discussions.

- A charter has been set out for the group.
- The appraisal and redundancy processes are being reviewed.
- Preparation work is being undertaken regarding succession planning.
- A review bench marking against roles in other NGB's (Manchester focus) has been instigated.
- An identification of critical roles and those at risk has been started.
- A review of the staff survey has been completed.
- Next meeting is June / July.

Thanks to NK for the report.

11. AOB

- BJ reiterated that item 7 to be taken on the next agenda.

SL thanked all for their attendance and continued support. The meeting closed at 1.10.

The board and staff undertook an afternoon workshop reviewing the operational position to deliver "Project 300" with presentations highlighting the work on:

- Camps
- Education (coaching and officiating)
- Membership
- Talent and Performance
- Events

The updated position to deliver "Project 300" will be set out in a separate paper.

DONM - Dates for 2019

Tuesday 3rd September

Sunday 6th October (AGM and meeting)

December 3rd

Distribution: John Neal, Mark Coups, Prashant Jobanputra, Hannah Bowe, Ben Jessup, Hamish McInnes, Gavin Devine, Michael Estill, Nikki De Kretser, Chrissie Owens and Sallie Barker.

Cc: Sue Livock, Neil Edgar.