

Board Basketball England



Board Meeting Minutes

Date: 26th November 2021 **Location:** Dial-in

Present:

Matt Neville, Chair (MN)

Russell Bell, Vice Chair (RB)

Tim Brown (TB)

Graham Biggs (GB)

Sadie Mason (SM)

Russell Levenston (RL)

Executives:

Stewart Kellett (SK)

Victoria Jones (VJ)

Kate Lewis (KL)- present for Item 8

Mark Ives (MI) present for Item 9

Item 1 Apologies:

Benny Bonsu (BB)

Julie Page (JP)

Item 2- Declaration of Conflicts of Interest

GB- Director election and BBF

Item 3- Previous Meeting Minutes

The minutes from previous meetings were approved:

- 24th August 2021
- 22nd September 2021
- 30th September 2021

Item 4- Action Tracker

Action- EMT to review action tracker and include greater clarity on progress of some outstanding items. Expected date of completion to be included where appropriate.

Item 5- Subcommittee Updates

People Committee:

TB updated the board on the COO and Director Election recruitment and appointment.

TB explained that AP was working on an action plan which would be worked through as part of the PC to do with increased staff workload and pressure.

AP gave an overview of the latest EDI activity and meetings.

Item 8 Regional Update (KL joined the call)

MN welcomed KL to the call and SK gave an overview of the paper including plans for regional reform.

KL summarised the principle of improved regional working and highlighted the importance of transferrable skills such as bid writing and utilising regional development.

The board unanimously supported the plans for regional improvement and recognised the importance of this work.

Action- oversight of the Regional Review to be delegated to AFR.

The board thanked KL for her time on the call. KL left the meeting.

Item 9 Disciplinary code (MI joined the call)

SK introduced MI to the call and explained his involvement in the process of the disciplinary review.

MI presented the process followed to review the disciplinary code, including rationale for change and logic behind the proposals.

The board discussed the resource requirement for this work and agreed it was significant but very necessary.

The board agreed the direction and the order of prioritisation for this piece of work.

MN thanked MI for his time on the call. MI left the meeting.

Item 9 Safeguarding Policy

MN introduced the item and TB highlighted it was a good piece of work. The board agreed.

RB highlighted that the report contained lots of advice from external sources and queried the basis of the board's approval, given the board had limited safeguarding expertise.

The board discussed tailoring NED recruitment to an individual with safeguarding specialities. The board agreed they could cite this in the advert for the elected Director.

The board agreed the principle of the safeguarding policy.

Item 10 BBF Update

RB summarised the paper and asked the board for approval on the proposal.

The board approved this proposal.

Item 6 AFR Update

RB proposed the AGM date of Monday 31st January between 7-8pm with BE releasing prior notice now. The board approved this.

RB summarised the risk register paper and highlighted some emerging risks. RB outlined the corresponding and proposed actions for these risks.

The board accepted the risk register with corresponding actions.

RB presented the management accounts. SM queried 2 x overspends and VJ explained them.

The board approved the management accounts up to 31st October 2021.

Item 7 CEO Update

SK summarised the CEO report and highlighted areas of emerging work and proposed improvements to planning and preparation work in advance of next years' season. There was a focus on shifting the planned business cycle forward to assist with better planning. The board strategic planning day was mentioned as part of this process.

The board accepted the report and requested a board calendar.

Action- EMT to consider a board calendar for board meetings, approval points, dates for budgeting, annual reviews etc.

Action- VJ to circulate board dates for the next 12 months.

AOB

No AOB.

END OF MEETING