



England Handball Association

AGM

Thursday 26th November 2020 6 – 7.30pm

Remote meeting via Zoom

Agenda Item	Minute and Action
<p>1. Attendance & welcome</p>	<p>Chair – Tracy Watkinson (TW) welcomed members and explained housekeeping arrangements. Confirmation of quorum was confirmed with at least 12 clubs present. The voting process was explained to members, there were no questions raised at this point.</p>
<p>2. Introduction</p>	<p>TW gave a brief reflection of the last 12 months which included the biggest change, the appointment of a new CEO in September 2019. Another change towards the end of 2019 was the change of accountants. EHA have appointed new accountants and independent auditors which has not been the case in previous years. Sue Whitehead (SW) stepped down from the board as did Clare Henderson (CH) after a one-year extension for Clare and two successful terms on the board for Sue. This left two places on the board. First appointment was Steve Coy (SC) who met the skills gap for finance. Second vacancy – elected role.</p> <p>Mike Bain (MB) provided an update on return to play. Some junior activity was continuing with the possibility of some adult play. Discussions to take place with Sport England and DCMS on Friday 4th December 2020.</p> <p>Action: MB to provide clubs with update via email Monday 7th December 2020.</p> <p>Action: Zoom call to be set up mid-December to talk about potential return to play in March/April 2021 – invite to be sent to clubs.</p> <p>MB gave a brief overview of the last 12 month which included a handover with the previous CEO, David Meli (DM) to see how the business operated. The first month was looking into the finances. Reductions in costs needed to be made to ensure the stability of the organisation which included changing accountants and making redundancies.</p>

	<p>Other changes included changes to the league structures. Plans to change are now currently on hold.</p> <p>Big Handball Survey – there has been some positive feedback however the satisfaction rate of customers satisfied with the service provided by EHA was within the 50% margins. EHA will work closely with the handball community to listen and improve satisfaction.</p> <p>Some significant achievements detailed in the EHA Annual Report include, number of Pro-Active clubs continue to rise as does activity in Schools. The increase is attributed to three things, natural holistic growth of activity, the number of clubs engaged with Schools and work that the EHA partnership team are delivering. EHA aims to convert participation into regular play and convert children to choose handball as their first-choice sport. Involvement from clubs on this would be welcomed and would-be part of next strategy plan.</p> <ul style="list-style-type: none"> • 50 Players on talent pathway qualified as Level 1 Coaches. • Loughborough Academy, players have access to expert coaching and right number of hours in order to compete with European counterparts. • BUCS accreditation gives opportunity to sell profile. • Head office, changes have been made and plans are underway to create a services hub with a multiskilled team to provide better customer service. • Themes going forward are around growth, communication and ownership by EHA and clubs. Part of this included creating an Advisory group. First meeting to be held in December 2020. Part of looking ahead is creating a new strategy involving the clubs particularly in the how.
<p>3. Resolution 1</p>	<p>Brief overview and significant lines detailed. Change of accountants October/November. A decision was made for the rest of the financial year would follow the same format. When the Annual Report is presented next year, the way the figures are presented will be changed. Improvements will be made in the way it is presented. There are a number of income and expenditure lines that are a bucket for a number of different elements of the business. Key income lines:</p> <p>Player registrations – 18/19 35012, current year 3960. This attributes to the increase in income.</p> <p>Other sales relate to competition fees, reducing figure on the previous year.</p> <p>Coach Education, although EHA delivered a lot of courses, the main reason for being below target is attributed to courses not being run at full capacity. Some decision made to run the courses and not cancel. This had an impact on income.</p> <p>Performance Income, part of the reason is that some of the income was dropped into DiSE funding. Income generated pays for the activity.</p>

DiSE funding, Loughborough College EHA receives approx. £5400 per enrollee over a two-year period. Once Loughborough have taken their cut, EHA are left with around £2000 per player. Maximum allocation is 40 players per cohort. Number for this year is between 30-35. Maximum income generated for 40 & 40 would have been £160k.

Key areas of funding are: Player registrations, DiSE and Sport England Funding. Income totals £349k.

88k per quarter from SE. Due to COVID SE has extended funding contract by one year, March 2022. Developing new strategy draft ready April/May ready to submit in September.

EHF funding – consistent amount of funding. Budget for more but not received this year.

External sponsorship – commission on sales of handball equipment through Bishop Sports.

Totals £405k, total income £754,994.

Expenditure – income lines made appropriate decisions to remain on budget. Significant – facility hire from last year is not realistic £8900.

Coach education – similar amount to year before. Ran courses not at full capacity.

Expenses – referee costs, board expenses, accommodation.

Staffing costs - Reductions have been made. Staffing costs quite high compared to income.

Travel – amount of travel, referees travelling long distances to cover matches.

Professional fees have been reduced significantly.

Overall position 27k deficit.

Questions:

Q What percentage of the EHA grant contributes to DiSE?

A *EHA receives around £30k from Sport England towards DiSE and Bobby White's (BW) salary.*

Q Where does the amount that clubs pay towards referees?

A *Fees come in under other sales.*

Q Why didn't EHA receive a grant from BHA this time round?

A *Income from European Handball ultimately comes through BHA although the programme belongs to EHA.*

Q More than 55% of income is on staffing costs. Good to provide clubs with some strategy around this, increasing income or explain how the income could be more targeted towards performance and handball training.

	<p>A <i>Changes have been made to reduce staffing costs. EHA want to increase funding to support clubs. Some initiatives have been put in place over the past few months to support this i.e a reduction in membership and insurance costs for clubs.</i></p> <p>Some discrepancies from last year's figures were discussed i.e facility costs. Errors made by previous accountants. EHA has instructed new accountants and separate auditors to improve controls and cashflow.</p> <p>Q Were the audited accounts sent to clubs prior to the AGM</p> <p>A <i>Confirmation was given to confirm that they were sent out via email.</i></p> <p>Topic of clubs and EHA working together to generate income was put forward. Clubs purchasing services through EHA.</p> <p>Q Insurance costs of £15k that was not in the financial statements last year?</p> <p>A <i>This figure is for Insurance that EHA pay to provide clubs with insurance.</i></p>
<p>4. Resolution 2</p>	<p>Costs significantly reduced with functions separated.</p> <p>No questions raised.</p>
<p>5. Resolution 3</p>	<p>Concerns were raised beforehand around there being two Directors from the same club. An overview of the thorough recruitment process was given which included, scoring, categorising and shortlisting by the board and independent members. JC scored the highest overall with significant handball experience and skill set around product development. JC has been a guest on the board and led interview process for the advisory group.</p> <p>Concerns were raised about members only receiving one candidate to elect and not given a choice as in previous years. Three people were selected for interview, but members only received one to elect. Regional representation was also raised as a concern for clubs. It was felt that representation was balanced towards South. Clubs should be given the option to vote.</p> <p>EHA confirmed that Geographic location is not considered in recruitment process, purely based on skill set. The recruitment process followed was commended by Sport England for being methodical, transparent, objective and inclusive. Club representation and region is not considered. EHA have followed the rules of Articles of Association. EHA board is one of the most diverse in terms of skill sets with would include finance and business development.</p> <p>Point was raised that once 3 candidates meet criteria, members should choose which one to elect. Members have been denied right of choice.</p> <p>It was confirmed to members that Resolution cannot be cancelled at this stage, needs to go to vote but members can</p>

	<p>choose to vote or not. EHA will follow up and provide feedback to the clubs.</p>
<p>6. Resolution 4</p>	<p>Marc Fayemi (MF) was described as a dedicated member of the board, only missing one board meeting with good reason. MF is also a member of newly formed audit and governance group.</p>
<p>7. Break</p>	<p>Break for voting for registered clubs via UK Engage platform.</p>
<p>8. Spotlight on Coaching and Workforce</p>	<p>Miriam Beales (MBe) left the organisation approx. one month ago, role is currently being covered by the partnership team, mainly by Ricardo Vasconcelos (RV). A brief overview of the last month was given including a few key achievements:</p> <ul style="list-style-type: none"> • Level 1 launched with over 100 participants. Level 2 is in the pipeline and hopefully the content should be completed by the end of the year. • Education Sector, launched 2 new online offers, Intro into teaching handball and intro for refereeing handball. • Coach Education, about to launch a new Level 1.

<p>9. Any items of special business</p>	<p>Q Please comment on the board's current accomplishments and planned actions in achieving their Equal Opportunities Policy commitment for 30% minimum representation for each gender, as well as complying with Equality Act as well as to Sport England's 2016 Code of Governance to sport in their board management representations.</p> <p><i>A EHA Board recently contributed to a survey carried out on behalf of SE where they are auditing every single board member from every single sports board that they fund. Results will be out in 2021. EHA has Equal Opportunities policy, Code of Ethics, Code of Conduct and Recruitment Policy which can be found on the EHA website. SE funded recruitment of CEO position. EHA used a company called Inclusive Boards. 40% of the management team are female. Advisory Group has 50% male & 50% female members. 10 board members subject to resolutions being passed 40% female 60% male. Director profiles can be found on EHA website.</i></p> <p>Planned actions:</p> <p>EHA to Carry out a detailed diversity audit of the board, staff and advisory group that will consider all 9 protected characteristics under the equality Act. This is not a requirement but will help EHA to understand the broader diversity of who makes the decisions and who is in leadership. SE and UK Sport may introduce targets around ethnic diversity, disability etc, SE have advised that this would be in place by March 2021. Internal policy reviews are currently being carried out to ensure all policies are current and relevant.</p> <p>Q Please comment on the board's current Declared Conflicts of Interests, as well as their current and future planned actions to ensure that these conflicts of interests are managed and / or reduced / mitigated.</p> <p><i>A Any board member completes a conflict-of-interest form upon appointment. A standing agenda item at every board meeting is to ask every Director if there is anything specific above and beyond that has not already been declared that relates to the agenda in that meeting. This is standard practice.</i></p>
<p>10. Results</p>	<p>Results</p> <p>Resolution 1 23 for 1 against</p> <p>Resolution 2 24 for 0 against</p> <p>Resolution 3 15 for 5 against 4 abstained</p> <p>Resolution 4 24 for 0 against 0 abstained</p>
<p>11. Any other business</p>	<p>Q Resolution to change the appointment of elected Directors, members to be given a choice of candidates moving forward.</p>

	<p>Q Should the diversity audit be open to members? Process of board appointments, what happens next, actions, great opportunities to open up to members.</p> <p>A <i>Phase 2 to look at the wider workforce and possibly include clubs in this process.</i></p> <p>Issue raised around recruitment of female coaches within EHA. BHA are pulling together a group to look at the recruitment of female coaches.</p> <p>Webinars, none were led by female coaches.</p> <p>Action: EHA will pick up issues raised around female coaches and feedback to the clubs.</p>
<p>12. Closing remarks from the chair</p>	<p>The Chair extended her thanks and appreciation.</p>