



England Handball Association

Board Meeting

Thursday 25th March 2021 5.30pm – 8.30pm

Remote meeting via conference call

Agenda Item	Minute and Action
<p>1. Attendance & welcome</p>	<p>Board members: Chair – Tracy Watkinson (TW); Chris J Smith (CJS); Amanda Bennett (AB); Heather Williams (HW); Marc Fayemi (MF); Diaraye Diallo (DD); Paul Shapiro (PS); Stephen Coy (SC); Chad Ehlersen (CE) Jean-Christophe Lacour (JC) Staff: Mike Bain (MB) Cindy Ashworth (CA) Consultant: Dr Michael Wagstaff (MW)</p> <p>a. Chair’s opening remarks b. Apologies: None c. Declarations of interest – None d. The Quorum was confirmed</p>
<p>2. Review of minutes, Issues, Actions & Risk Register</p>	<p>Review and Approval of Minutes:</p> <ul style="list-style-type: none"> DD requested comment relating to covid recovery to be amended to include the potential for clubs to lose players / members rather than just the financial considerations. – <p>Action: CA to amend comment on January minutes.</p> <p>Risk Register - format has been greatly improved by CS. The new format will be shared with Board before the next meeting.</p> <p>Action: CA to share the updated risk register and make amendments to the minutes to better capture the points made around club recovery.</p>

	<p>MB requested time to discuss individual Membership under AOB.</p>
<p>3. Financials</p>	<p>MB gave an overview of the current financial position. The overall surplus at the end of the financial year will be in the region of £180K. This is due primarily to reduced overheads and consistent income levels via Sport England and DiSE. Support from the flexible Furlough scheme has also contributed to a positive bottom-line position. With regards to the reserves account MB confirmed that an additional 20k had been transferred from the main account along with the £1500 transfer that happens on a monthly basis. This is in line with the reserves policy approved by Board.</p> <p>PS Congratulated MB and the team on progress made.</p> <p>MF Raised the point about what the Handball economy might look like post pandemic. MB suggested that within the budget 21/22 the EHA team had used a 20% reduction, this is the figure that Sport England have been projecting more broadly. Budget to be presented to board at the next meeting.</p> <p>Action: MB to share budget 21/22 at next board meeting.</p>
<p>4. Spark Partnership</p>	<p>Dr Michael Wagstaff from Spark Research Partnership presented findings on handball awareness and interest research.</p> <p>MW presented his initial findings following a research project on awareness levels of handball in adults. He explained that this was the adult report and the results from the junior survey will be developed over the next week or so.</p> <p>MW explained that from the research, adults aged 16-24 should be one of our short-term priority focus areas for England Handball with messaging around fun, excitement, and pace and there was significant potential to grow participation across this age group.</p> <p>MW outlined that the research suggests that there is confusion around what handball is, and therefore there is some work to do around increasing the visibility of handball, working with broadcasters, with media content producers and social media platforms. There will be similar reports to follow on U16 and some deeper research with a smaller number of primary school teachers.</p> <p>The responses from ethnically diverse communities around wanting to engage with handball appears to be very positive and fairly unique to handball.</p> <p>Acknowledgement from board that awareness of handball should be a key measure within the new strategy and that this research can provide a baseline.</p> <p>Agreement from board that this research supports the much of the existing thinking. It is positive to be able to back up this thinking with raw data and will be very supportive with submissions to Sport England and other funding partners. TW thanked MW for his detailed report and summary of findings from the initial stage.</p>

<p>5. Strategic Planning</p>	<p>MB Gave a brief overview and update on progress to date:</p> <p>MB confirmed that the 2022-2030 strategy was coming on well. The majority of the writing has been done and a number of design options were being explored. Work was still required on designing the vision but this was not impacting the advancement of the strategy as themes around growth, inclusion and commercial sustainability etc had already been discussed and agreed by board.</p> <p>The strategy is being supported by the Advisory Group chaired by JC and regular consultation with Sport England and others from across the sports sector.</p> <p>MB also confirmed that Sport England will provide a template in advance of our next funding submission. The deadline for submission will be September this year.</p> <p>Discussion took place around consulting with the EHF and IHF and the importance of getting their acknowledgement and support for the strategy. MB agreed to discuss at the next sub group meeting.</p> <p>Action: MB to discuss strategic planning at next subgroup meeting in including collaboration with EHF and IHF.</p>
<p>6. Board Paper – employee remuneration</p>	<p>MB presented the detail supporting a pay increase for core staff. Key discussion points included</p> <ul style="list-style-type: none"> • A number of core staff had not had any pay increase in over 3 years. • The importance for EHA to stay in line with other Governing Bodies of similar size. • The affordability and better financial position of EHA. • The importance of recognising the value and importance of key staff. <p>After a number of questions relating to timing and whether a one-off bonus was a better option TW suggested that Board take the discussion off line and feedback to the CEO when a decision has been made.</p> <p>Action: TW to call MB to confirm the outcome of the board’s discussion on employee remuneration.</p>

<p>7. Audit & Governance Group updates</p>	<p>SC gave a brief update. He confirmed that the group had met twice and highlighted a number of focus areas that they are working through.</p> <ul style="list-style-type: none"> • Succession planning, including Chair recruitment • Skills Audit, identifying any gaps in knowledge / skills and to inform succession planning. • Policy review and updating the policy register • Risk Register – Refining and updating this document. • Review of the Sport Governance Code and identify where any major gaps are. • Initiate a diversity audit across Board members, staff and the Handball community.
<p>8. Development Group Updates</p>	<p>JC provided an overview on progress up to date</p> <p>Key points from the last meeting included</p> <ul style="list-style-type: none"> • Positive feedback around the Primary school initiative – EHA need to ensure the resources are suitable for the primary market • EHA should consider a Volunteering strategy. England Basketball were highlighted as a good example. • Raising awareness of the sport, was seen as a key objective. More visibility on Social Media and the highlighting the benefits of the sport were discussed as opportunities to promote the sport. • Strategic plan – more clarity around KPIs would help the handball community buy into the vision for the sport. • Greater collaboration between clubs was also discussed as an opportunity to build relationships and share resources in order to sustain growth.
<p>9. EHA Chair Recruitment process</p>	<p>TW asked for any volunteers to join the Nominations committee to help oversee the recruitment process. Anyone interested in joining the nominations committee make that known to MB or CS in the first instance.</p> <p>MB confirmed that following the last Board meeting Chris Smith had put his name forward for the Vice Chair position. Chris was the only Board member to contact Tracy regarding the role.</p> <p>Timescales for appointment were discussed it was agreed that we should work back from the AGM which is likely to be held in September 2021.</p>

	<p>Discussion also took place around updating the Board recruitment pack. MB agreed to begin this process.</p> <p>Action: MB to launch process of updating the recruitment pack for Chair Role.</p>
10. Safeguarding	No current cases
11. Any other business	<p>MB Updated the Board on plans around individual membership. Discussion took place around the option to charge a small fee this year (September) after some debate and as a reflection of the difficult year many clubs and individuals have faced it was decided that no fee should be introduced this year but the individual sign-up process should continue as planned.</p> <p>SC Reminded the Board that we should formally approve the appointment of Chris as vice Chair. TW asked if anyone had any objections or any further comments. Board approved Chris Smith as Vice Chair.</p> <p>JC brought up the visibility of objectives for EHA over the next 12 months and wanted to understand the body of work that we will focus on key priorities. Discussion centered around a regular CEO report to be tabled at board and the priorities that were in place via Sport England's additional years funding agreement suggested that going forward the new strategy would help define the priorities moving forwards MB agreed to produce a CEO report for Board at subsequent Board meetings.</p>
12. Date of the next board meeting	27 th May 2021