



REGIONAL MANAGEMENT BOARD MEETING MINUTES

MEETING DETAILS

DATE	TIME	LOCATION
18 th June 2024	7 pm – 9pm	Zoom Call

ATTENDANCE

Present

Name	Role	Online / In person	Initials
Laura Elson	Volunteering Lead	Online	LE
Jade Gerrard	Yorkshire Netball Vice Chair/Governance and Finance Lead	Online	JG
Keith Morris	Partnerships and Facilities Lead	Online	KM
Hannah Sherwood	RMB Member - People	Online	HS
Louise Dunsford	Treasurer	Online	LD
Louise Morby	EDI Lead	Online	LM
Sarah Howard	Insights Lead	Online	SH
Jayne Field	Competition and Officiating Lead	Online	JF

Apologies

Name	Role	Initials
Sian Foley	Chair/Safeguarding Lead	SF
Hayley Tepliakov	Marketing & Communications Lead	HT
Tara Nelson	Secretary	TN
Linda Ginesi	RMB Member – Marketing and Comms	LG

NOTES

Item	Description
1	<u>Welcome (Laura Elson)</u> Sian Foley requested all committee members to update on their progress of each area, three aims for Yorkshire Netball over the next year and capacity challenges for each individual. A discussion with board members around balancing roles alongside personal and work priorities. Additionally looking at some realistic goals and objectives over the next 12 months in preparation for the regional planning day in September.
2	<u>Finance Lead (Louise Dunsford)</u>

	<ul style="list-style-type: none"> - LD is working with the external auditors to produce the accounts. LD is meeting with the External Auditors on 3rd July. The accounts need to be independently examined and in accordance with Sport England's Sports Code of Governance Tier 1. - To establish the CIC status set up so we can apply for additional funding and reduce cost. - LD to review the financial trends throughout the year and better manage the influx of affiliations to make more effective and efficient decisions for Yorkshire Netball to maximize profits. - To ensure the financial structure is completely robust to minimize risk for fraud, duplication and error. - Explore bursary and grant applications to increase funds for Yorkshire netball
3	<p><u>Head of Governance (Jade Gerrard)</u></p> <ul style="list-style-type: none"> - TN to be inducted from LE on 26th June 2024. TN will complete the minutes following the meeting. - JG to complete and submit the Code of Governance to England Netball. Further clarity to regions and counties around the purpose of the Code of Governance. - To create an accessible shared drive for all files and documentation can be stored for a silk volunteer process. - How can we connect with stakeholders (Leeds Rhinos, Counties etc) to create a team culture and to work towards one goal - To have a clear stance when bigger issues arise (e.g. Safeguarding) and how the region manages/works together - A new member of the Governance working group to support JG with the website and policies.
4	<p><u>Partnerships and Facilities Lead (Keith Morris)</u></p> <ul style="list-style-type: none"> - To establish a Facilities and Partnership job description. To understand what types of partnerships Yorkshire Netball currently have in each area we are responsible for. - Updating and accessible list of facilities in the region (updated version from England Netball) and facility standards and expectations - Work with England Netball to engage the county leads to get clarity on their facility needs and manage expectations - A high level involvement for safeguarding from England Netball to create good practices - To increased promotion accessibility and competition in schools/private schools
5	<p><u>People Lead (Hannah Sherwood)</u></p> <ul style="list-style-type: none"> - In contact with Education and Training team at England Netball to understand the insight of Level 2 Coaching qualifications interest - To see what interest and demand there is for a Level 2 coaching qualification in Sheffield. - To work with Netball Development Officers in Yorkshire to get some local insight for coaching interest - To work with the Coach Development team at England Netball to gain insight from a wider perspective - To set some strategic aims for coaching development in Yorkshire for 12 months, 2 year and 4 years - LE suggested a wider People strategy to have oversight of coaches, umpires, officials in Yorkshire. To understand all priorities of all individuals and areas - To consider grants and bursaries for CPD opportunities for volunteers. - Suggestion to invite One Award Winners to the regional planning day.
6	<p><u>Volunteer Lead (Laura Elson)</u></p> <ul style="list-style-type: none"> - Urgent task to refresh role descriptions with new Yorkshire Netball branding. - To share skills and knowledge on volunteer recruitment with counties and clubs. - To review the One Awards and send a survey out to attendees - To have clear roles and responsibilities with England Netball and Yorkshire Netball for the One Awards - to ensure there are no duplication between NDO/national staff. To speak with other regions to understand how they manage the One Awards. It is very time consuming for volunteer staff so it would

	<p>be more effective and efficient to outline roles so Yorkshire Netball can be more strategic with their time.</p> <ul style="list-style-type: none"> - To induct new Secretary for Yorkshire netball and ensure Tara has all key dates - To work with LD to explore other income streams to generate money for Yorkshire Netball
7	<p>Insight Lead (Sarah Howard)</p> <ul style="list-style-type: none"> - Working on a research campaign to be complete in July 2024 - SH has been gathering insights from across the county on the belonging and connection within the sport - Supporting HS with the people strategy and better understand needs and wants of the competition within Yorkshire (pathways). - To have contingency plan for Yorkshire Netball when volunteers leave to ensure there are no added pressures to other members of the board. - To limit the amount of surveys and align with England Netball by sending the insight survey next year. Work with England Netball review the insights from their survey.
8	<p>Louise Morby said due to time constraints, she was going to send her updates in the WhatsApp group chat and get a follow up from the competitions group.</p>

ACTIONS

Action	Owner
The accounts need to be independently examined and in accordance with Sport England's Sports Code of Governance Tier 1 before the AGM in December 2024.	LD
Investigate and start process for CIC status for Yorkshire Netball.	LD
To create a job description for a Partnership and Facilities Role	KM
Create a list of facilities in the Yorkshire Region	KM
Working with Coaching Development at England Netball	HS
To create some strategic aims for coaching within Yorkshire for 12 months, 2 years and 4 years	HS
Start to create a people plan and pull together priorities from other groups including Coaching, Umpires, Officials ect to create a wider People Strategy	HS
To refresh and update all RMB job descriptions and include the new branding	LE
To send invites for all meetings to all RMB members	TN
To create an agenda and a facility for the planning day. For Yorkshire Netball to set objectives and aims for the planning day.	JG

APPROVAL

These minutes have been reviewed and signed off by:

Name	Position	Date
Jade Gerrad	Yorkshire Netball Vice Chair/Governance and Finance Lead	29/06/2024