



REGIONAL MANAGEMENT BOARD MEETING MINUTES

MEETING DETAILS

Date	Time	location
25th April 2024	7 pm – 9pm	Zoom Call

ATTENDANCE

Present

Name	Role	Online / In person	Initials
Sian Foley	Chair/Safeguarding Lead	Online	SF
Jade Gerrard	Yorkshire Netball Vice Chair/Head of Governance and Finance	Online	JG
Hayley Tepliakov	Marketing & Communications Lead	Online	HT
Laura Elson	Volunteering Lead	Online	LE
Louise Morby	ED Lead	Online	LM
Keith Morris	Partnerships and Facilities Lead	Online	KM
Louise Dunsford	Treasurer	Online	LD
Linda Ginesi	RMB Member – Marketing and Comms	Online	LG
Sarah Howard	Insights Lead	Online	SMH
Hannah Shearwood	RMB Member - People	Online	HS
GUEST Rachael Radford	Coaching and Officiating Group Member	Online	RR

Apologies

Name	Role	Initials	
Jayne Field	Competition and Officiating Lead	Online	JF

NOTES

Item	Description
1	SF opened the meeting. Thanked everyone for their continued efforts and acknowledged how much work everyone was doing in their respective areas and in the working groups. There is a high level of activity and recognition that we are all

	<p>volunteers and need to be wary of burnout. Advised all to share the load and keep talking to each other about managing the volume.</p>
2	<p><u>Competition and Officiating Update</u></p> <p>SF welcomed RR and introduced her to the meeting. RR is a member of the Competitions and Officiating working group.</p> <p>RR presented a proposal of changes to the RMB for the junior regional league. This included insight and feedback from the counties and data on the current league set up.</p> <p>ACTION: RR to circulate the presentation to all.</p> <p>The changes were confirmed to be taking place from September 2024.</p> <p>ACTION: ALL to submit decision on the proposal to RR by close of play Tuesday 30th April.</p> <p>SF thanked RR and requested that any questions are sent to her direct before the deadline.</p>
3	<p><u>Governance and Finance Update and Budgets</u></p> <p>JG shared key updates from the G&F working group; minutes were circulated to the board; including updates to the mandate.</p> <p>JG thanked LD and Gemma Armitage on all the work that has taken place around finance which is substantial and will mitigate a number of risks for us.</p> <p>JG updated on the submission of Tier 1 Code for Sports Governance.</p> <p>All agreed that only high risk and large items will be brought to the RMB and anything else to be approved by G&F working group who will meet on a monthly basis.</p> <p>Discussion around debit cards for the account were had. Agreed only RMB members would receive cards. Suggestion this is SF, JF and LE.</p> <p>Agreed the RMB will consider affiliation fees for September.</p> <p>LD updated on new forms for finance procedures. All agreed this was a very positive step.</p> <p>LD informed that we have increased milage to 45p per mile and processes will be updated to reflect this. This is to come in line with inflation and other organisations. This will be in effect from 1st May.</p> <p>ACTION: JG and KM to arrange a meeting with Donna Palmer to discuss EIS agreement. LD to pull annual finances in relation to EIS to check against the agreement. JG to prepare paper for the May board to discuss.</p>
4	<p><u>Volunteering Update</u></p> <p>LE updated on the one awards progress to date and that the small working group were progressing well. Huge task and there is a request for support from the RMB and working groups to help wherever possible.</p> <p>ACTION: LE to share a list of tasks and timelines for one awards support.</p> <p>SF flagged that the NDOs are able to support with One Awards. LE to reach out.</p> <p>LE updated on nominations which are looking positive with Yorkshire standing third in overall nominations and highest in individual nominations (removing duplicates) – this shows we have targeted quality applications over quantity. Next steps will be a shortlisting process with the NDO group and then panel to select winner.</p>

	<p>LE highlighted and shared the positive partnership work happening across the region with LD supporting organisations with volunteer recruitment.</p> <p>LE shared that a potential new secretary has been identified and JG will be meeting her next week to assess suitability and share information about the role.</p> <p>Post one awards the focus will shift to supporting the Competition and Officiating working group with recruitment.</p>
5	<p><u>Marketing and Communications Update</u></p> <p>LG has been working hard on the new website. Confirmed that this will use the .net address to match with teams and emails.</p> <p>LG shared the test site with everyone and provided an overview. All agreed its looking great and thanked LG for her work. LG thanked everyone for sharing content and submitting photos.</p> <p>ACTION: ALL – please complete the snagging checks spreadsheet over the weekend to provide any last-minute corrections or feedback.</p> <p>ACTION: ALL – to send any news stories to LG direct to be added to the website.</p> <p>Ambition to launch website on 1st May in line with analytics data set up. Any areas not yet complete could be flagged as coming soon.</p>
6	<p><u>EDI Update and Update from EN EDI</u></p> <p>LM shared updates from the EN meeting from the previous weekend which was an EDI focus. Full highlights and follow up to be shared by LM as a report for the board to digest.</p> <p>Key messages from the national meeting that LM attended:</p> <ul style="list-style-type: none"> - Keen to be leading a movement to open up the game - EDI should be part of everything we do – deliver a culture of change <p>Keep doing...</p> <ul style="list-style-type: none"> - Take time and listen to our people - Driven by insight – regional deeper dive and specifics is positive – lived experiences is key - Need to be clear who are our underserved communities - Education around terminology – continue <p>LM will join a national EDI network – term of reference group is currently being prepared.</p> <p>LM has planned an internal bespoke EDI workshop for the RMB – lots of content prepared.</p> <p>LM has met with HT to discuss how we feed EDI into comms and how we start to embed it. Positive meeting.</p> <p>Finance meeting for budgets confirmed with LD – bursary pot is in process. LM requested support form the board with the process to provide feedback once complete.</p> <p>EDI research consideration with Leeds Beckett in progress.</p>
6	<p><u>Insights update</u></p> <p>SH attended a number of data dissemination events including active lives and street games insight meetings.</p>

	<p>SF highlighted the positive work being done by Yorkshire Sport Foundation (YSF) and asked the group to consider how we work with Active Partnerships (YSF, Active Humber and North Yorkshire Sport).</p> <p>SH shared some oversight data from the meetings.</p> <p>SH shared potential discussions with local universities for a match funded year long researcher. Details to be shared with the RMB.</p> <p>Discussion took place around how we link key insight and wider resources and awareness to the new website.</p> <p>Consideration around annual membership survey and utilising to drive traffic to the new website. SH and LG in discussion for phase 2.</p>
7	<p><u>AOB</u></p> <p>People Update, Facilities and Partnerships Update, EN Update, County Chairs Update to be circulated as reports after the meeting.</p> <p>SH has a price for the 21st July event.</p> <p>ACTION JG and LM to get quotes for comparison. 25-50 delegates, parking, lunch and 2-3 rooms. This is for a Yorkshire Regional Planning day.</p>

ACTIONS

Action	Owner
RR to circulate the presentation to all.	RR
ALL to submit decision on the proposal to RR by close of play Tuesday 30th April.	ALL
JG and KM to arrange a meeting with Donna Palmer to discuss EIS agreement. LD to pull annual finances in relation to EIS to check against the agreement. JG to prepare paper for the May board to discuss.	JG/KM
LE to share a list of tasks and timelines for one awards support.	LE
ALL – please complete the snagging checks spreadsheet over the weekend to provide any last-minute corrections or feedback.	ALL
ALL – to send any news stories to LG direct to be added to the website.	ALL

JG and LM to get quotes for comparison. 25-50 delegates, parking, lunch and 2-3 rooms. This is for a Yorkshire Regional Planning day.	JG/LM

APPROVAL

These minutes have been reviewed and signed off by:

Name	Position	Date

