



REGIONAL MANAGEMENT BOARD MEETING MINUTES

MEETING DETAILS

DATE	TIME	LOCATION
28 th March 2024	7 pm – 9pm	Zoom Call

ATTENDANCE

Present

Name	Role	Online / In person	Initials
Sian Foley	Chair/Safeguarding Lead	Online	SF
Jayne Field	Competition and Officiating Lead	Online	JF
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

Apologies

Name	Role	Initials
Jade Gerrard	Yorkshire Netball Vice Chair/Head of Governance and Finance	JG
Hayley Teplakov	Marketing & Communications Lead	HT

NOTES

Item	Description
1	<u>Welcome</u> SF set scene of the meeting, purpose is to check in on progress in each of everyone's lead areas and just generally feedback on how we are all feeling after a very busy period recruiting and inducting new members and holding the AGM.
2	<u>Facilities Lead (Keith Morris)</u> - Now picking up Partnerships and Facilities Lead role as SF is taking on Safeguarding Lead role.

	<ul style="list-style-type: none"> - AGM showed facilities is a key issue across counties and I have lived experience as a netball club parent of facilities being lacking. - Focus is to get an audit completed of what is available in Yorkshire facilities wise in terms of courts and provision. - Speaking to contacts across Sport England, England Netball, Active Partnerships and BUCS to understand insight currently available. - Working with City Councils to understand their facilities strategy to also appreciate any future plans. - Will be speaking to County Chairs to build that picture and engage them as key stakeholders. - Aim is to work towards Netball having a seat at the table for any discussions. - SF also asked Keith to engage with board on partnerships we need to work with to help broaden our knowledge across all areas we are driving and map this. <p>SF confirmed part of KM role is to set up a facilities group to drive this forward and ensure cross county membership and LRN.</p>
3	<p><u>Finance Lead (Louise Dunsford)</u></p> <ul style="list-style-type: none"> - Focus has been to look at processes and policies, engaging with Gemma on what we can do better. - Produce monthly finance reports to help them leads track progress against individual budgets also overall spend. - Have better controls in place to ensure we are managing liability. - Working with auditors as well to manage relationship and work towards next year's accounts. - SF asked, have we looked at bank account access and Gemma is currently working on that? - SF proposing, we set up Microsoft account as a business to get the tech purchased immediately with aim to benefit from non-for-profit rate once we have achieved CIC status. <p>LE offered to support and insight to work with LD and SF to set up CIC registered.</p>
4	<p><u>Insight Lead (Sarah Howard)</u></p> <ul style="list-style-type: none"> - Just completed focus groups with county chairs. - Feedback from chairs was to feel more connected and they are seeing the positive work the marketing and comms group are doing to achieve that. - Really want us to be the advocate for them and are super passionate about how we work together. - Important we use this insight for action planning. - Have worked with EN at the FD Arena test series in Jan and picked up valuable feedback on how they want more netball in schools, love it, but need more opportunities! - Trying to pull together useful insights across other sports and areas, that we can then share as part of a communications plan; useful insights for example around injury prevention would be free and useful for members. <p>Phd application under consideration for looking at netball engagement and tackling some of the insight around inclusion and access...under review with Leeds Beckett. Initial feedback is positive and potential for January 2025 recruitment.</p>
5	<p><u>EDI Lead (Louise Morby)</u></p> <ul style="list-style-type: none"> - Current focus is looking at data being pulled from surveys and focus groups. - Engaging with EN as part of EDI group and in the Regional Chairs forum. - NETBALLHer is an ongoing area of feedback to see how it becomes even more inclusive. - Current feeling is EDI understanding across region is quite basic.

	<ul style="list-style-type: none"> - Working with HT on calendar of events linked to EDI agenda so it is planned and included. - Active Bystander, Allyship, testing of EDI offer to be given to the YN board. - SF commented that as a board we should all have a baseline understanding and safe space discussion on EDI and then what falls out of that is a series of topics we then take forward. <p>SF encouraged board members to share with LM any feedback on what is needed.</p>
6	<p><u>People Lead (Hannah Shearwood)</u></p> <ul style="list-style-type: none"> - Initially wanting to talk with EN staff locally to connect with their plan to develop workforce. - Keen to understand schools and the support for their provision and understand the challenges there. - Linking in with Leeds Rhinos to see if they are delivering any coaching support and look at how we compliment each other. - Longer term would be good to explore a conference or event for people involved in netball, offering topics and education to help them in their role and connect everyone across the Region. - How do we use the website as a resource hub for our members and allow them to access extra support and CPD. - SF shares she's reached out to the Head of Volunteering and Head of HR at EN to share our plans for a People Plan and understand any synergies with their approach. - JF is really keen to also look at tournament volunteer support but then also use regional competition events to join up training for people already there. - SF commented that JF work in competitions is a valuable resource to glean insight e.g. facilities, people insights and feedback. - KM offering the support of various HEIs who are keen to offer venues up for events and also keen for partnering with EN on coaching courses etc. <p>SF shared idea of a flyer/leaflet/QR code being shared at events for people to access information on Yorkshire Netball, key contacts etc.</p>
7	<p><u>Volunteering Lead (Laura Elson)</u></p> <ul style="list-style-type: none"> - ONE Awards is currently in the planning stages and roles and responsibilities with EN Regional Staff is being worked through. - Project Plan is being shared and contacts are LE, Debbie Chandley and Lisa McCormick. - Due to date change dictated by venue availability of Leeds Rhinos, our nominations deadline is falling 2 weeks earlier than the national deadline. - Currently also working through HLM and Long Service Award process, and we are keen to look at how we nominate that and increase the diversity. - All orders are underway for the recognition of ONE award winners and nominees. - Currently developing ideas around a club and volunteering matching service and investigating this with people that have got in contact; have shared initial thoughts with EN. <p>Also been contacted informally around fundraising opportunities for clubs and plans are post ONE Awards to scope some potential ways to share this in workshops/drop ins etc.</p>
8	<p><u>Competition and Officiating Lead (Jayne Field)</u></p> <ul style="list-style-type: none"> - Regional League results have shown real success in the progress of the teams recently added to the league. - Management of rules and regulations has proven very admin heavy across the league and shown some teams have struggled to meet these requirements.

	<ul style="list-style-type: none"> - New addition to the group Maz has been fantastic, but more volunteers are still required to be added to the group! - Continue to have some issues with submissions and potentially this is something we could run as a drop in sessions for clubs new to more competitive leagues. - Challenges continue to be officials availability, ongoing EIS contract negotiations. - Maz is going to train to be a tournament referee and support regs development. - Have another volunteer keen to be involved and she is being asked to apply formally and then be part of the normal induction process. - LD asked the process for chasing payments and JF said it will be competition and officiating group to chase and finance team to feedback if anything seems behind and happy to support. - Currently proposals for new Junior League are ready to bring to board for next meeting agenda, taking learnings for Senior League restructure. County Chairs have been consulted. <p>JF fed back the marketing and comms submission form feels laborious for entries needed in social media, SF asked this was taken offline and discussed with the Marketing and Comms group.</p>
9	<p><u>Marketing and Communications (Linda Ginesi)</u></p> <ul style="list-style-type: none"> - Brand book has now been developed to support any external materials. - HT engaging with Leeds Rhinos for a presence at the First Direct Arena game in April. - Keen for board to continue to use social media submission form with enough notice. - Website is making progress, lots of work going into building the pages and content. - Based on observations tonight, lots of ideas being thought of that beyond the Day 1 MVP to develop a members only section including resources and documents for those that are affiliated. - Focus currently is the key documents linked to governance requirement and decision needed on where and how we house documents. - Needing to explore solutions for how there is a log in linked to membership and how we verify their membership. - SF and JF extend their thanks and feedback that work that has gone into the website is amazing. <p>LE shared that after only 2/3 days of window opening we have 36 nominations with a closing date of 26th April and awards date is 2nd June.</p>
10	<p><u>Chair (Sian Foley)</u></p> <p>All to introduce themselves to their County counter parts for their lead area to build connections and look at how where you have a group, there is the consideration for a county rep on that group.</p>

ACTIONS

Action	Owner
Stakeholder Mapping of all partnerships we wish to engage with and have knowledge of as Yorkshire Netball.	KM
Develop a facilities audit and set up facility strategic group.	KM
Get access and organise sign off of the Bank Account for permissions.	LD
Investigate and start process for CIC status for Yorkshire Netball.	LD (LE support)

Share insights from County Chairs focus group in a anonymised format relevant to lead areas.	SH
Update on PHD application	LM SH
Circulate all insight slides	SH
Organise EDI introduction and circulate dates; board to feedback topics.	LM
Speak to L&D Department Re: opportunities for closed courses etc.	HS
Explore QR code/leaflets etc to share information on Yorkshire Netball.	HT
Investigate HLM and Long Service Award process.	SF
Update on EIS contract sign off and sort the terms linked to EN office etc.	JG (LD support)
Pull together Junior League proposal ready for Board	JF
Look at proposals for content and access in a members section on website	LG (SF support)
Share website at next board meeting	LG
Send across agenda items for April board meeting.	ALL
Nominate Yorkshire people for ONE Awards via https://www.englandnetball.co.uk/be-involved/volunteers/celebrating-with-volunteers/the-one-awards-2024/	ALL
Share county reps for all to connect to.	SF

APPROVAL

These minutes have been reviewed and signed off by:

Name	Position	Date