

Board Meeting Minutes 8 September 2022



PRESENT

Location: Table Tennis England Boardroom

Meeting: 9am – 1pm

Board Members: Sandra Deaton (SD) Chairman, Adrian Christy (AC), Steve Kemish (SK) Priya Samuel (PS) Emma Vickers (EV) Ritchie Venner (RV) Susie Venner (SV), Ray James (RJ), Kwadjo Adjepong (KA), Don Parker (DP), Richard Ayers (RA)

Apologies: None

Staff Attendees: Joanna Keay-Blyth (JKB)

Part Attendees: Neil Hurford (NH) Sam Garey (SGarey) Neil Rogers (NR)

Minutes : Sue Wressell (SW)

Agenda Item	Paper No	Discussion	Decision/Action	Who	When
1		<p>Welcome</p> <p>SD (Chair) welcomed everyone to the meeting.</p>			
2		<p>Update on actions and decisions made since previous meeting</p> <p>No questions were raised on the actions.</p> <p>Minutes were approved and future minutes would be sent back out to everyone to approve once amendments had been made, as happened previously.</p>			
3		<p>Strategy, Finance and Structure Reset</p> <p>AC thanked the Board and senior staff for their input into the production of the Strategy and updated the Board on the detail of the Strategy, Finance and Structure reset.</p>	Action:	AC	

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		<p>It was acknowledged that a revised Purpose and Vision statement should be given further consideration.</p> <p>AC took the Board through the reset and plans for the future strategy, financial and organisational model.</p> <p>The Board approved the strategy proposal.</p> <p>The costs of the Senior National Championships was discussed, and consideration was being given to going to tender for where these should be held. A paper would go to the Finance Committee in November and be brought to the Board at the December meeting.</p>	<p>Discussion to be set up to review a revised Purpose and Vision</p> <p>Decision:</p> <p>The Board approved the Strategy</p> <p>Action:</p> <p>Paper to be provided to the Finance Committee on the costs of the Nationals</p>	<p>AC</p>	<p>By end of October</p> <p>Nov 2022</p>
4		<p>Level the Table Charter</p> <p>AC updated the meeting on the work undertaken so far on the Level the Table Charter.</p> <p>The Board approved the continuation of the work to develop and launch the Level the Table Charter, as laid down in the paper.</p>	<p>Decisions:</p> <p>The Board approved the continuation of the Level the Table Charter work</p>		

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5		<p>Q1 update and year end forecast</p> <p>The Board received the Finance paper and SG further updated them on the detail of the Membership renewals and donations received to date. To date, 19 copies of the Centenary Book had been sold during the membership renewal period.</p> <p>Some legal fees had been included in the current budget of £7-8K and it was confirmed that only VAT was being paid on the ongoing legal case.</p> <p>The cost-of-living crisis was discussed and how staff could be supported during this challenging period, particularly the risks associated with losing staff at this time.</p> <p>AC requested a discretionary amount of up to £50K to be added in the budget and the Board agreed that a payment to each staff, each month would be made up to the end of the financial year, with this amount sought to be recouped over the next two years.</p> <p>Further consideration would also be given to supporting technical officials during the next six months, including a review of the mileage rate and trying to place more local volunteers into tournaments.</p>	<p>Decision: Board agreed an additional discretionary payment be made to staff each month until the end of the financial year</p> <p>Action: To review the mileage rate for volunteers</p>	<p>AC</p> <p>SGarey</p>	<p>From 1 October 2022</p> <p>ASAP</p>
6		<p>Management Report 22/23</p> <p>The Board reviewed the Management Report and AC confirmed that the members of SLT, with responsibility in the Report, would attend for this item only from the December meeting.</p> <p>The feasibility study for the women and girls pro league was being undertaken and MLS would be leading on consultation and a plan would be brought back to the Board in December.</p> <p>A wash up of the CWG would be undertaken and it was agreed that a member of the Talent and Performance Board should be on the group to look at this.</p> <p>It was agreed that the wording of 'Aspire & Hope Squads' would be amended in the next iteration of the Report.</p>	<p>Action: Plan for women and girls pro league to be brought to the Board in December</p> <p>Action: A member of T&P to join the CWG</p>	<p>Neil Rogers</p> <p>Matt Stanforth</p>	<p>December 2022</p> <p>When the group is set up</p>

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			wash-up group	Matt Stanforth	December 2022
			Action: 'Hope Squads' wording to be changed in the Report		
7		<p>MAG Update</p> <p>Neil Hurford (Chair of MAG) joined the meeting physically and provided an update to Board.</p> <p>MAG thought that the AGM had gone particularly well and confidence had been shown in the Board.</p> <p>With regards to affiliation fees for future years, it would be important to consult with members as early as possible to allow them the opportunity to respond to the Board's proposal.</p> <p>It was important for the MAG and the Competition team to pull together in the right direction, especially with regard to tournament fees and bringing in tournaments for younger players to keep the age group of 15 – 20 year olds playing the sport. NH would liaise with NR to work with the MAG and then involve the whole Competition Review Steering Group.</p> <p>A revised membership scheme was currently being considered and this would need to be sense checked shortly. SV would formalise the discussion between the Board and NH in writing and send to the MAG.</p>			Complete
			Action: NH and NR to liaise over the Competition Review		
8		<p>Competition Review Progress Report</p> <p>NR gave the Board a recap of the work undertaken in Phase 1 of the Competition Review then provided information on Phase 2.</p> <p>The approach to Phase 2 was to consider the big picture, grasp new opportunities, avoid duplication, embrace change and to be bold. A new suggested model and competition format was explained which would streamline the current different tournament structures. The Talent and Performance</p>			

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		<p>commitments were considered first in the calendar to ensure that athletes would not be pulled in two directions when planning their competitions.</p> <p>There was a lot of information within the paper and more consideration would be needed by the Board before any decision could be taken about the direction of travel indicated in the proposals. However, many of the Board liked the direction of travel and the boldness of the new structure.</p> <p>It was recognised that the new structure might be viewed as the County Championships being scrapped and it was felt that there would be a large number of counties and members who would not be happy with this.</p> <p>It was agreed that a series of engagement ‘webinars’ would be hosted by NR to gauge members’ thoughts on the proposed structure and to bring that insight into the decision-making process.</p> <p>NR would also liaise with the MAG and National Council and subsequently update the Board at the December meeting, providing them with an opportunity to make a better-informed decision.</p>	<p>Action: A series of engagement workshops to be undertaken with members, MAG and the NC</p>	<p>NR</p>	<p>w/b 10 October 2022</p>
<p>9</p>		<p>AOB</p> <p>It had been reported that the Queen was very ill and the organisation’s Mourning Protocol would be acted upon if necessary.</p> <p>TTETV would be launched later in the day. A series of announcements would be made by our new platform provider, Joymo, and members would receive a sign up email.</p> <p>SV would provide her Reports to SW to add to the Board folder rather than update at the meeting.</p> <p>It was agreed that the AGM date for 2023 would be Saturday 8 July.</p> <p>It was agreed that a detailed planner of items to be discussed by the Board would be written to ensure items of importance received enough time to be discussed at meetings.</p>	<p>Actions: Mourning Protocol to be prepared</p> <p>SV to provide reports to SW to add to Sharepoint</p> <p>Board planner showing</p>	<p>AC/SD/M ar coms</p> <p>SV</p>	<p>Complete</p> <p>ASAP</p> <p>ASAP</p>

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			<p>agenda items for the coming year</p> <p>Decision: Date of the AGM was agreed as Saturday 8 July 2023</p>	AC/SD/Board	
10		<p>Board Only Time</p> <p>There was no Board only time.</p>	-		

The meeting closed at 1 pm

Decision
<p>Strategy, Finance and Structure Reset:</p> <p>The Board approved the Strategy.</p>
<p>Level the Table Charter:</p> <p>The Board approved the continuation of the Level the Table Charter work</p>
<p>Q1 Update and Year end Forecast:</p> <p>Board agreed an additional discretionary payment be made to staff each month until the end of the financial year</p>

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AOB:

Date of the AGM was agreed as Saturday 8 July 2023