

8. Correspondence

8.1 Amy Rose Bowl – Norfolk BA

Norfolk BA had submitted a proposal to introduce a Plate competition for first game losers in the Amy Rose Bowl. It was noted that this had been included on the agenda of the Counties Meeting for discussion by attendees.

9. Reports

9.1 Update by the Chair of the Board

9.1.1 Personnel

BSM and OSM left the meeting.

It was **RESOLVED** to appoint Hartmann Mason to provide an Executive Search assignment for a new Chief Executive of Bowls England.

It was noted that, following reviews and consultation with the Chair, performance-related payments had been agreed for staff members and would be included in the December salaries.

BSM and OSM re-joined the meeting.

9.2 Update by the Chief Executive

9.2.1 Counties Meeting

It was noted that all arrangements were in place.

9.2.2 Annual Dinner/Presentation of Prizes

It was noted that all arrangements were in place.

9.2.3 Regional Meetings 2020

It was noted that dates/venues had been finalised as below:

- Thursday 12 March – West (Clevedon BC, Somerset)
- Tuesday 17 March – Midlands (Victoria Park, Royal Leamington Spa)
- Saturday 21 March – North (Appleby BC, Cumbria)
- Tuesday 24 March – East (Newmarket Avenue BC, Cambridgeshire)
- Wednesday 25 March – South (Ladygate BC, Middlesex)

A proposal to support the Regional Meetings had been received from Dales Sports Surfaces. It was **RESOLVED** to accept the proposal.

9.2.4 Commonwealth Games 2022

It was noted that an update by the Organising Committee would be presented at the Counties Meeting.

9.2.5 World Bowls – Articles of Association

The Board discussed at length proposed changes to the World Bowls Articles of Association, with particular regard to affiliation and voting rights. It was **RESOLVED** that FIN contact World Bowls to seek clarification and, if appropriate, prepare a counter proposal.

- 9.2.6 **The Friends of English Bowling**
It was noted that CE currently acts as Bowls England's liaison officer with The Friends of English Bowling. It was **RESOLVED** that the new Chief Executive take over this position on appointment.
- 9.2.7 **English Bowling Associations Charity Trust**
It was noted that the CE has given notice of his intention to resign as a Trustee of the Charity Trust.
- 9.2.8 **Bowls Development Alliance**
It was noted that the CE currently represents Bowls England on the BDA Board and is a Director. It was **RESOLVED** that, following the retirement of the Chief Executive, the Chair nominate Bowls England representation until further notice. It was noted that knowledge of the sport of bowls would be desirable for this position.
- 9.2.9 **Election of Chair**
It was formally recorded that David Tucker had been elected as Chair of Bowls England from the AGM in 2020. It was **RESOLVED** that David Tucker act as Chair of Bowls England until the AGM, given David Mitchell-Gears MBE decision to formally stand down from Monday 25th November 2019.
- 9.2.10 **Election of Junior Vice President**
It was formally recorded that Deepak Tanna (Leicestershire) had been elected as Junior Vice President from the AGM in 2020.
- 9.2.11 **IT Update**

Competitions Portal

OSM reported that Phase One of the project had been completed with entries for 2020 now being submitted online. Work on Phase Two is underway in accordance with agreed timescales with weekly meetings being held with the development team.

Membership Register

OSM presented a short report on the Membership Register. In recognition of the high priority assigned to this project by the Board, it was **RESOLVED** to support the request for additional resources, including the appointment of a temporary staff member for one year, with the target of all information being recorded within the system by Spring 2021. FIN to update budget accordingly.

9.3 Update by the Director of Coaching

It was noted that COA would be presenting an update on results from the County Coaching Survey at the Counties Meeting.

9.4 Update by the Director of Competitive Events

9.4.1 **High Performance Plan**

COM, FIN and CE had met with the High Performance Director and received a provisional Performance Plan. It was noted that, to date, no third party funding had been secured and **RESOLVED** that if no third party funding could be secured the Performance Plan be revised and presented at the Board Meeting in February 2020.

9.4.2 Team Managers and Regional Selectors

Team Manager – Appointments

The following appointments, effective from the AGM in February 2020, were formally recorded:

- Senior Men – Kirk Smith (Buckinghamshire)
- Senior Women – Mo Monkton (Somerset)
- Junior Men – Martyn Sekjer (Kent)
- Junior Women – Nicola Bowe (Cumbria)

Regional Selectors – Advertisements

It was noted that the following positions are currently vacant and it was **RESOLVED** that advertisements be prepared:

- Regional Selector South (Men)
- Regional Selector West (Men and Women)

9.4.3 White Rose Trophy

COM updated the Board on consultation with County Associations and additional feedback following the 'single rink' trial in 2019. It was **RESOLVED** that the trial had not been successful and that the format revert to a 'double rink' event (21 ends) in 2020.

9.4.4 Umpiring Services

Following discussion on umpiring services and regional variances, it was **RESOLVED** to include as a discussion topic at the Regional Meetings in 2020.

9.4.5 British Isles Under 18 Series

The Board gave consideration to an outline proposal that had been received from Scottish Young Bowlers with regard to an under 18 event to be held in Ayr in August 2020. It was **RESOLVED** not to support as the event was not recognised by the National Governing Body in Scotland.

9.5 Update by the Director of Development

9.5.1 Marketing Working Group

DEV presented an update on work that has been undertaken by the Working Group. It was **RESOLVED** to support, in principle, the development of a Podcast to promote the sport of bowls to a wider audience and that DEV prepare a fully-costed proposal.

9.5.2 Story of the Year

DEV presented an update on Story of the Year. It was noted that entries had been received from a total of 27 clubs across 18 counties, and the calibre of entries was very high. It was **RESOLVED** that the winning club would receive Trophy and Flag, in addition to prizes from the sponsors Drakes Pride.

9.6 Update by the Director of Finance

9.6.1 Office Accommodation – Update

FIN provided an update on discussions with Warwick District Council. It was noted that the Planning Application for Victoria Park Lodge had been submitted with a decision expected in Spring 2020.

9.6.2 Finance Forecast
FIN presented an update on Bowls England's current financial position and long-term forecast.

9.6.3 Third Party Funding
FIN presented an update on the Working Group. It was **RESOLVED** to support the proposal to create a dedicated funding service for affiliated clubs, which would be accessed via the Bowls England website.

9.6.4 Audit
BSM updated the Board on recent discussions with the Bowls England Auditors. It was **RESOLVED** to support the proposal for Auditors to assist with updating financial controls and processes.

9.7 Update by the Director of Governance

9.7.1 Regulation 9 – User Guide
The 'User Guide' had been circulated to the Board in advance of the meeting. It was **RESOLVED** to formally approve the document for circulation to clubs and county associations.

Following consideration of Item 9.7, it was RESOLVED to adjourn the meeting at 4.30pm and reconvene from Item 9.8 on Saturday 23rd November 2019 (10am) at Doubletree Hilton, Paradise Way, Coventry, CV2 2ST.

9.8 Update by the Independent Director

9.8.1 Management Audit & Review Committee
IND presented an update on the work of the Committee.

It was **RESOLVED** that all Bowls England Policies should be available on a shared folder and BSM would discuss potential solutions with Bowls England's IT supplier Impirius to arrange suitable access.

It was noted that the Committee had recommended the appointment of an Independent Director (Marketing and Communications). It was **RESOLVED** to support this recommendation.

It was noted that the Committee had requested a full breakdown of income/expenditure by event for National Championships and National Competitions. It was noted that this request could not be met given the work that has been undertaken, following consultation with the Auditors, to reduce the number of nominal codes used by Bowls England, with competitions income now recorded under a single nominal code.

9.9 Update by the Chief Executive on the Disciplinary Committee

The Chief Executive presented an update on cases currently being dealt with by Bowls England. It was **RESOLVED** that the increased workload in this area and required knowledge continues to be a high risk for Bowls England.

10. Update on Sub-Committees/Working Groups and Ongoing Tasks

It was noted that Directors had provided an update on Working Groups within their respective reports.

11. Standing Items

11.1 Risk Register

It was **RESOLVED** that the top six risks, as identified within the Risk Register, be included in the Agenda for future Board Meetings.

11.2 Strategic Plan

It was **RESOLVED** that GOV/DEV/IND and OSM meet on Tuesday 28th January 2020 (2pm) to discuss key strategic objectives as identified by the Board and the strategy relating to the Commonwealth Games 2022.

12. Next Meeting

The next meeting of the Bowls England Board will be held on Friday 21st February 2020 (9.30am) at The Doubletree Hilton, Paradise Way, Coventry, CV2 2ST.

13. Closing Remarks

GOV, on behalf of the Board, recorded due recognition to the outgoing Chair for his service to Bowls England. The Chair thanked all Board Members for their support and wished them well for the future.

Meeting closed: 10.45am