

Minutes of the Extraordinary BHA Board Meeting Tuesday 19th November 2019



Present: Lucy McClements (LM) Acting Chair
Anna Garside (AG)
Mike Bain (MB)
Stevie Neilson (SN)
Iain McKinven (IM)

Apologies: Paul Bray (PB)
Elisavet Manoli (EM)
Tracy Watkinson (TW)

Venue: UK Sport offices, London

The meeting opened at 2.30pm

1) Welcome

LM welcomed everyone to the meeting. As it was an Extraordinary meeting scheduled specifically to review and approve the UK Sport Paris 2024 funding bid Phase 1 submission the minutes and actions from the previous meeting were not being presented for approval.

2) Apologies & Declaration of interests

Apologies received from Paul Bray, Elisavet Manoli, and Tracy Watkinson.

There was no declaration of interests.

3) UK Sport (UKS) Aspiration fund bid Phase 1

LM provided an outline of the documents required by UKS for Phase 1 of the Paris 2024 funding bid by end-Nov:

- Strategy development overview (i.e. how the process is to be approached)
- Situational analysis (i.e. insights as to the opportunities and challenges ahead, both domestically and internationally)
- Performance matrix (identifying What It Takes To Win and mapping athletes at each stage in our performance pathway against these standards)
- Organisational Health due diligence (incl Finance and Governance aspects)

AG gave a summary of the completed Performance matrix including the requirements of What It Takes To Win in Handball at an Olympic Games, peak player profiles (men and women), technical and tactical ability models. It was agreed to add 'top GK' to Team Performance Reqs, and to highlight this in Situational analysis. The Board thanked AG for the considerable time and effort she had put in to creating such a comprehensive set of documents with input from key coaches.

LM outlined the key points from the Situational analysis. It was agreed that the key message be:

GB handball is already punching above its weight via limited IHF funding and collaboration with NGBs to achieve positive results; well placed to harness growth at grassroots level and capitalise on worldwide interest of handball as IHF seeks to support English speaking countries; on message with respect to the 'how' matters (inclusivity, diversity, good culture and conduct).

LM presented the key points from the organisational health due diligence questionnaire. It was agreed to position the content with less detail. Further KPIs would be added to reflect the grassroots elements. It was agreed that the key message be:

We have a proportionate, yet robust approach to how we manage ourselves; will use the existing EHA/SHA foundations to build out what's necessary in terms of further structures, policies and procedures; overcoming our financial challenges through collaboration and team work with NGBs/IHF

Updated Performance matrix, situational analysis, and organisational health to be circulated by end of the week, for any remaining Board comments ahead of 29th Nov 1pm deadline.

Actions:

- Add 'top GK' to Team Performance Reqs and highlight in Situational analysis (AG/LM)
- Amend the Situational Analysis to reflect the agreed key messages (LM)
- Amend the organisational health questionnaire to reflect the agreed key messages (LM)
- Recirculate all documents to Board by 23/11/19 for final comments/ sign off (LM/ALL)

4) Wider influencing strategy

It was agreed:

- To be coordinated and proactive in our lobbying of UKS and IHF/EHF e.g. could part of our UKS bid include partially matched IHF funding.
- PB should present a short slide deck to Hasan Mustafa (IHF President) while he's in Tokyo in December.
- Post Phase 1 feedback an invite should be made to UKS CEO and IHF to the British playoffs in May.

It was felt that getting our UKS Performance Adviser up to speed was key as she would be presenting our Phase 1 submission on our behalf, therefore:

- Send her links online to some video content
- Extend an invite to her at Stoke Mandeville w/e 23/24 Nov
- Identify a couple of Premier League matches that she could attend before Christmas.

We should ask UKS for a contact with another team sport to enable AG to cross-check the team elements of the Performance matrix.

Actions:

- Draft and present a short slide deck for IHF President (LM/PB)
- Post Phase 1 feedback invite UKS and IHF/EHF to May British playoffs
- Send UKS links online to some video content (LM/SN)
- Extend an invite to UKS Performance Adviser at Stoke Mandeville w/e 23/24 Nov (PB)
- Identify a couple of Premier League matches that UKS Performance Adviser could attend before Christmas (MB)

- Ask UKS Performance Adviser for a contact with another team sport to enable AG to cross-check the team elements of the Performance matrix (PB)

5) UK Sport Strategy support fund

It was agreed that given capacity constraints we should apply for the UKS strategy support fund to assist with coordination and delivery of Phase 2. An external consultancy would be approached to prepare a bid based on our behalf that we can submit asap.

Action:

- Approach external consultancy to draft a bid for the Strategy Support Fund on our behalf (MB)

6) Attendees at Phase 1 UKS feedback meeting w/c 13/1/20

It was agreed that AM, AG, SN would attend the 'Rehearsal' with the UKS Performance Adviser on 3/12/19 as she will be presenting our Phase 1 submission on our behalf. The same group of people would also attend the UKS Feedback mtg for Phase 1 scheduled for 14/1/20.

7) Publication of BHA Board minutes on website

Following a suggestion by a parent it was agreed to publish the minutes from Board mtgs on the website.

Action:

- Publish meeting minutes on the website for all Board meetings held since November 2019 (LM)

8) Risk Register

It was decided to remove some of the minor risks, reduce some of the RAG rating scores to more appropriately reflect our size/complexity.

Action:

- Review Risk Register to remove some minor risks and reduce RAG rating scores (LM)

9) Banking arrangements

The Board approved the recommendation to pursue alternative banking arrangements given the request from HSBC to do a face to face KYC refresh and our need for Euro payment facilities (not currently available as a reasonable cost via HSBC).

Action:

- Pursue alternative banking arrangements including a Euro denominated account (LM)

10) AOB

Next Board mtg to be scheduled for the second half Jan (within a week of UKS feedback mtg), another Extraordinary Board mtg mid-Feb (ahead of end-Feb Phase 2 deadline), face to

face Board mtg at British playoffs (May), then Board mtg end-Sept/early Oct (ahead of end-Oct Phase 3 deadline)

Action:

- PB to give LT his availability so she can coordinate meeting dates for 2020

Meeting closed at 5.10pm