

BOARD MEETING

24 MAY 2023 (3:00PM-6:00PM)

MINUTES

1. Opening Remarks (JPR)

- Huge congratulations on a successful National Champs to all of the team and Board members who were present.
- Thanks and best wishes were passed on from DJ.

2. Apologies and Declarations (JPR)

Apologies

- Kevin Analuwa and Diccon Edwards (PD)

Conflicts of interest:

- CH - Coventry

3. Minutes and Matter Arising (JPR)

- All matters closed out except for BWB objectives for membership and safeguarding training which are ongoing.
- IWBF congress/FIBA representative - there will be a reciprocal arrangement – all Board members happy with this.
 - *Action – Board Safeguarding training to be arranged once new roles have been appointed.*

4. Strategy RAG Report and Dashboard (JB)

- Only points highlighted in red or amber were discussed. Green means the objective is currently on track with no requirement for further discussion.
- Key points to note are:
 - The Motability partnership is going well.
 - CWG funding is in red as this has not started yet.
 - LiP and JB are developing a 2-year Digital Marketing/Comms strategy. Resource in this area remains low and requires investment, this is affecting our ability to communicate with membership.
 - JB raised concerns about future BBC broadcast due to viewing figures not reaching the high targets the BBC require. KF offered to support in this area.
 - Those outside the UK can pick up our broadcasting on YouTube.
 - We are working with UKWB who currently have 150 recreational members not registered with BWB. We currently have 111 recreational members but this is forecast to increase on the back of the Inspire leagues.
 - The existing Diversity and Inclusion Action Plan (DIAP) is being revised and will be brought back to Board in September.

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- Our coach qualifications partner is under review due to the increased cost with the existing provider.
- A 3x3 strategy has not yet been started but this is one of the forum topics at the World Congress in June.
- Clarity required over performance metrics where objectives states 17-20 games but the measurement is based on intensity of play.
- *Action: JB to ensure digital infrastructure is added to risk register.*
- *Action: KF and JB to pick up re a broadcasting partner.*
- *Action: TH to speak to contacts about digital partnerships.*
- *Action: JR and FK to discuss referees and workforce.*
- *Action: EC to discuss apps on workload, performance management and coaching with DE and JB.*
- *Action: JR and JB to make changes to dashboard data to bring back to next Board.*

5. Finance Report (LiP)

- Q4 management accounts were presented and the following points noted:
 - Accounts now include a narrative including our year end positions.
 - Accounts show where we expected to be. The small surplus showing has been managed with UKS.
 - IAG fund has been extended by SE. There are delays on some of the grants due to a new process SE have put in place.
 - Due to funding cycles, we can only provide certainty for the next two years until new funding is confirmed in line with UK Sport LA cycle.

6. Risk Register (JB)

- JB suggested a change to digital infrastructure and requested from the Board how they would like this presented. It was agreed that this is to be discussed in depth in FRAG and then highlight any changes to bring to Board to discuss the red risks. Most of the risks can be stripped out – keep 4-5 on there which could be renamed ‘strategic risks and opportunities’.
- There was a discussion around the new roles being advertised with BWB which are due to lack of current manpower. Back office has been hit hard by the funders and we are looking at how we can be more flexible with job roles.
- JPR discussed the UKS project re sporting eco system of the future which she has been working closely with other NGB’s on. The sector requires significant structural change to become sustainable in a changing economic and political climate.
 - *Action: SW/JB to pick up about reviewing the risk register.*

7. EDI report (JR)

- The current Diversity and Inclusion Action Plan (DIAP) is under review following the appointment of KA to the Board.
- As part of this, an EDI working group is planned, made up of members of the wheelchair basketball community with lived experience of EDI issues. The terms of reference will be sent to NOMS for approval.

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- An EDI Report is now a standing agenda item for Board meetings.

8. Integrity Report (includes Safeguarding) (JR)

- There were no significant concerns to report.
- A new role of Integrity Manager has been created, with Sam Rock moving into this post.
- As a result of the Whyte Report, UK Sport have provide funding for us to create a safeguarding strategy with an external supplier.

9. Role and Expectations of the Board (JPR)

- The Board were shown a presentation which detailed the expectations of their role as well as their accountability and their behaviours.
- The Board are invited to be proactive in their communication with the staff team where they are able to provide valuable support.
- JPR confirmed to all members that they are expected to attend one in-person Board meeting per year, the AGM and the National Championship Finals in addition to the quarterly Board meetings.
- Board meetings will be reduced to 2 hours as soon as possible.
- *Action: Skills matrix to be made visible for whole Board.*
- *Action: All Board members to contact JPR to discuss preferred venue for the Away Day.*

10. AOB (JPR)

- There is another Board meeting scheduled for 28th June, this will be cancelled as the Away Day is the following week.
- A NOMS meeting is required to discuss new Board members and working groups.
 - *Action: Board date to be cancelled.*

Date of Next Meeting: Board Away Day Wednesday 5th July 2023

ACTION LOG:

24.05.23	World-Leading NGB	Board Safeguarding to take place for new members once new roles have been appointed.	JB/SR
24.05.23	World-Leading NGB	Discuss a broadcasting partner.	KF/JB
24.05.23	World-Leading NGB	TH to speak to contacts about digital partnerships.	TH
24.05.23	World-Leading NGB	Discuss referees and workforce.	JR/FK
24.05.23	World-Leading NGB	Amend narrative in the High Class Performance Pathway section with regards to intensity.	JB/DE
24.05.23	World-Leading NGB	Discuss apps on workload management and coaching.	EC/DE/JB
24.05.23	World-Leading NGB	Make changes to dashboard to bring back to next Board.	JR/JB
24.05.23	World-Leading NGB	SW/JB to pick up about reviewing the risk register and ensure digital infrastructure risk is included	SW/JB

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24.05.23	World-Leading NGB	Skills matrix to be made visible for whole Board.	JB
24.05.23	World-Leading NGB	All Board members to contact JPR to discuss preferred venue for the Away Day.	BOARD
24.05.23	World-Leading NGB	Board date to be cancelled	JPR/JB/TS