

# Board Basketball England



## Board Meeting Minutes

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**Date:** 5<sup>th</sup> December 2023 @ 11:00am

**Location:** Virtually

**Present:**

Matt Neville, Chair (MN)  
Russell Bell, Vice Chair (RB)  
Paul Mundy-Castle (PMC)  
Graham Biggs (GB) – left at Item No. 5  
Russell Levenston (RL)  
Matt Newby (MNY)

**Executives:**

Stewart Kellett (SK)  
Victoria Jones (VJ)  
Antony Platt (AP)

**Apologies:**

Sadie Mason (SM)  
Egemen Onen (EO)

**Note Taker:** Karen Bailey (KB)

### Item No. 1 – Apologies for Absence

The apologies were noted.

### Item No. 2- Declaration of Conflicts of Interest

There were no conflicts of interest that had not been previously disclosed.

### Item No. 3 – Minutes & Action Tracker

The Board approved the minutes from the BE Board meetings held on 19<sup>th</sup> / 20<sup>th</sup> October 2023.

The Board discussed several outstanding actions, including the contract for

Endurance Zone, with RB/VJ advising that the contract is still to be signed, with clarity required on the digital costs. An update will be provided at the AFR in January.

A discussion took place regarding the action to arrange the Language of Race session, led by the EDI Lead, Alfred Nelson (AN). AP indicated that the training would be a full day session.

The meeting discussed the 3x3 action, being advised that Meehra Gorasia (MG) is now appointed as the 3x3 Manager. MG will progress in her new role in January 2024, with clear KPI's and regular engagement with the BBF.

The last discussion point was the 5-year Coaching Plan, SK advised that this would be put to the Board on the 23<sup>rd</sup> of February.

## **Item No. 4 Sub Committee Updates**

### **Item No. 4a AFR**

RB provided an overview of the AFR report, addressing the areas that required Board approval or noting.

The Board noted, in a previous section, the status of the Endurance Zone project.

The Board approved the 24/25 budget and corresponding operational savings target.

SK provided an update on the GB age-group support

The last point to note was to approve the AFR's recommendation to reappoint Sedulo Audit Limited as auditors, this would also be ratified at the AGM early 2024. The Board were happy to approve the appointment.

### **Item No. 4b People Committee**

In the absence of SM, AP provided an overview of the People Committee report, stating that the recommendation from the People Committee was the appointment of two Non-Elected Directors; Brandie Deignan (with an EDI skillset) and Joel Baynes (with an IT skillset). The Board advised that they are happy to approve both appointments. Both Brandie and Joel will be invited to the February 2024 Board meeting.

It was noted that the AGM would take place towards the end of January 2024. During this meeting the result of the Board Directors election would be announced.

### **Item No 4c EDI Committee**

During this item MN advised that recognition should be given to the all the staff involved to help BE achieve the Sporting Organisation of the Year award received

at the Sporting Equals Event. Recognition should also be given to Ruth Eytel, who was the runner up to the Coach of the Year award.

#### **Item No. 4d Commercial Committee**

SK provided a verbal update advising that recently a very valuable workshop was undertaken with the committee members, key staff and Adam Mason. During this workshop various strategies and opportunities were discussed.

#### **Item No. 4e Safeguarding & Integrity Committee**

PMC advised that a meeting of the sub-committee has taken place, however there are no updates yet for the Board.

**Item No. 10. Membership Advisory Group** (this item was brought forward from the agenda)

RB stated that now the Membership Manager, Mark Dring (MD) has been appointed, this would be an opportune time to create a Working Group specifically for Membership, to support MD and assist the Board as a forum for member feedback.

#### **Item No. 5 CEO Report and Month 8 Operating Performance**

SK provided an overview of the CEO Report submitted prior to the meeting. Focussing on the Operating Performance at Q2 and noting several important developments that affect the business and the enhancement of staff capacity in key areas.

#### **GB left the meeting at 13:38**

#### **Item No. 6. Digital Transformation Report (DTS) and Recommendations**

SK advised that the strategy proposition (DTS) was a solid proposal and grounded to address the foundations of digital and improve data management, risk management, efficiencies, processes and services to members. Three clear and practical stages were proposed and agreed for implementation with the clear objective of improving our digital capability.

#### **Item No. 7. Safeguarding Action Plan Report**

MN had an email exchange on several points in the report with Laura Middleton prior to the meeting. He advised that the Safeguarding Sub-Committee need to address some issues with other agencies (local constabularies) to ensure that wherever possible we have full visibility of any safeguarding issues.

#### **Item No. 8 Any Other Business**

There were none.

**Item No. 9 Date of Next Meeting**

23<sup>rd</sup> February 2024.

**END OF MEETING AT 14:09**