



**LONDON & SOUTH EAST REGION NETBALL
ASSOCIATION
Annual General Meeting - Minutes**

Meeting held in-person at the Union Jack
Club, Sandell Street, London SE1 8UJ
Wednesday 15 September 2021, 6.30pm

Present:

Alison Bennett	Regional Chair (acting as AGM Chair)	AB
Pat Meadows	Essex Met CNA Chair	PM
Keeley Smith	Kent CNA Chair	KS
Carolyn Davies	Middlesex CNA Representative	CD
Christine Kelso	Surrey CNA Chair	CK

In attendance:

Julia Martin	L&SE Regional Treasurer	JM
Jessica Vine	L&SE Regional Secretary	JV
Amy Jacobs	L&SE Communications Officer	AJ
Gordon Dudman	L&SE Disciplinary Lead, C&P TSG Co-Chair, Covid-19 Officer	DG
Jane Kelloe	L&SE Officiating TSG Chair	JK
Maggie Finch	L&SE Coaching and Performance TSG Co-Chair	MF
Laura Pawley	L&SE Competitions TSG Chair	LP
Katrina-May Kwan	L&SE Equality, Diversity & Inclusivity Officer	KMK
Philippa Hicks	Partnership Manager, East and London & South East	PH

Apologies (RMB Members):

Jenny Harold (JH): Regional President
Marlene Wander (MW): Regional Vice Chair
Maureen Clark (MC): L&SE Volunteering TSG Chair
Lucy Pollock (LP): L&SE Young Volunteer Representative
Sue Owen (SO): Middlesex CNA Chair

Apologies (England Netball):

Lucy Goodman (LP): Regional Coordinator, London & South East

Acronyms

RMB	Regional Management Board	ToR	Terms of Reference
TSG	Technical Support Group	EDI	Equality, Diversity & Inclusion
WG	Working Group	EN	England Netball
C&P	Coaching & Performance	NDO	Netball Development Officer
LSE	London & South East	CNA	County Netball Association

1. PRESIDENT'S WELCOME AND OPENING REMARKS

It was noted that the Regional President (JH) was unable to attend this meeting; therefore, the Regional Chair (AB) would act as Chair for this meeting. The Chair welcomed everyone to the meeting and introduced the new members and attendees (KS, CD and PH).

2. APOLOGIES FOR ABSENCE

Apologies were noted as set out above.

3. MINUTES OF THE LAST ANNUAL GENERAL MEETING (15 September 2020)

The minutes of the previous AGM were approved, subject to the following amendments:

- Page 2, Item 6 (Finance): to replace 'RMB' with 'AGM' at paragraphs 5 and 6.
- Page 3, Item 8 (To elect the members of the Regional Management Board and confirm TSG Chairs): to add that the following TSG Chairs were confirmed: *Jane Kelloe as Officiating TSG Chair; Maggie Finch and Gordon Dudman as Co-Chairs of the Coaching and Performance TSG; Maureen Clark as Volunteering TSG Chair; Laura Pawley as Competitions TSG Chair.*

4. REGIONAL CHAIR'S REPORT

AB introduced her report which summarised the year's challenges and activities, in the context of the pandemic. AB added that later this week she was due to attend the EN AGM as well as a meeting of the Regional Chairs and would update all RMB members on this afterwards. AB reported that, sadly, Maureen Clark and Gordon Dudman were standing down from the RMB and their TSG Chair roles. This would be discussed further at the RMB meeting.

5. ENGLAND NETBALL REGIONAL REPORT

PH introduced the EN report. She explained that she had been in post now for six weeks and thanked LG for working on the report. The report included: national updates, updates on clubs and leagues in the region, membership, participation, learning and development, partnerships, forward plans and key dates for 2021-22. PH summarised that, due to the lockdowns, activity had obviously been limited, but this summer had seen a return to netball and, whilst it was still early in the new autumn season, regional membership numbers were looking strong.

6. FINANCE

i. Treasurer's Report and Financial Statements for the year to 30 June 2021

JM presented her report which confirmed that the financial accounts for the year ending 2021 had been prepared in accordance with general accounting practices and had been independently examined. The Accounts showed a profit, which was a reflection of the fact that many activities (and therefore expenditure) had been temporarily paused during the pandemic. The accounts were made up on an accrual basis and event items that were due to take place during the 2020-21 season had been carried forward into the 2021-22 accounting year. JM explained that the independent examiner had now signed off the accounts and they were presented for adoption by the AGM.

It was **agreed** that the Statement of Accounts for the year ending 2021 be adopted.

The budget process and funding for the TSGs and Working Groups was discussed. It was noted that for new projects the current procedure was that funding bids could be submitted for consideration by the Finance TSG as and when required; however, it was noted that, with the establishment of the new Working Groups, there would potentially be more projects to fund in future. It was **agreed** that the RMB should consider and discuss budget setting and forward planning for projects as a future agenda item.

ii. Appointment of the Independent Examiner

It was **agreed** that Kevin McNamara should be appointed as the Independent Examiner to verify the accounts for 2021-22; and that payment should be made to Kevin McNamara for his work on the 2020-21 accounts.

7. RECOMMENDATIONS FROM THE REGIONAL MANAGEMENT BOARD

i. Proposed Amendments to the Constitution

AB thanked JK, JV and LG for their work on the amendments to the constitution. It was noted that the proposed amendments were, in part, minor changes to add clarity. In addition, there were amendments which had been proposed by England Netball to reflect the change in title and remit of the Disciplinary Secretary, who would now become the 'Resolution Lead', with disciplinary matters

now being a centralised EN responsibility, rather than a regional responsibility. An additional clause had also been added to part 7.3 of the constitution to set out the ability to hold hybrid and virtual meetings as well as in-person meetings.

It was **agreed** that the amended version of the Constitution of the L&SE Region Netball Association be adopted.

ii. Annual Membership Fees

It was noted that the Finance TSG and the RMB were proposing that the annual membership fee should remain at £1 per annum for all members.

It was **agreed** that the membership fee for the 2022-23 season would be £1 per annum for all members.

8. ANNUAL REPORTS

i. County Netball Associations

a. Essex Met

PM presented the annual report from Essex Met CNA. She was pleased to report that, after a difficult year, some league activities had been able to resume for the summer, and autumn leagues were now recommencing. The County Academies would also be running from late September. The report set out the additional areas of focus during the year, including Covid compliance work, coaching bursaries and the County's involvement in L&SE EDI Working Group. There were no questions.

b. Kent

KS introduced the annual report from Kent CNA which had been prepared by the outgoing Chair, Marlene Wander. The report provided updates on: the management committee and its governance review; work with the Kent Development Officer; competition and the county league (which had taken place over the summer with covid modifications); the performance programme (which was now resuming after being postponed in 2020); changes to officiating; and communications with coaches. There were no questions.

c. Middlesex

CD presented the annual report from Middlesex CNA, which had been prepared by the Chair, Sue Owen. The report explained the work of the Committee during 2020-21 to prepare for the resumption of netball activities in the County. It was noted that covid-secure friendly matches had been arranged for county league teams. The report also included an update on the MCNA Equality, Diversity and Inclusion Working Group and on the refurbishment of the courts used for the North London Netball League. CD reported that the County was working with the new NDO to establish a new league in North West London. In response to a question, CD provided further details about this league, which would be located at Northwood College, with provision for juniors and seniors. There were no further questions.

d. Surrey

CK presented the Surrey CNA annual report. The report included updates on Country activity and changes to committee membership. It was noted that, whilst much normal netball competition had been put on hold in 2020, league activities had resumed in the summer 2021 and the performance programme had been maintained during the year. The report set out how a new NDO had been appointed for the region. The report also expressed condolences for the loss of three longstanding county members. CK added that a new junior league would commence on 3 October, formed of 24 teams via the amalgamation of several smaller leagues for juniors. This would currently be located at two venues in the County, but could be expanded in future. There were no questions.

ii. Technical Support Groups and Working Groups

a. Communications

AJ presented the Communications report for the year which summarised the positive outcomes across regional communications since last September. The report highlighted that, despite the difficulty of the pandemic, there had been growth across all of the Region's social channels and the Region had been nominated for a London Sport award, recognising the work with the Met Police. In addition to this nomination, key highlights and activities during the year included: improved KPI reporting; work to strengthen relationships with franchises; communications support for the Counties; the establishment of a LinkedIn account for the Region; the establishment of the Communications TSG; and the #NetballForGood campaign. Members thanked AJ for this informative report and for the data provided on the Region's social media channels.

b. Competition

LP presented the annual report on behalf of the Competition TSG. It was noted that the pandemic had meant that Regional Competition was unable to take place in 2020-21. However, the dates for 2021-22 had now been established and were included within the report, and it was noted that there would be additional weekend tournaments for under 15s and under 17s who had missed out on regional and national netball opportunities last year.

In relation to the under 16 regional qualifying tournament, originally scheduled for September, LP explained that this was no longer required due to the lower than expected number of entries for the league. The eight teams who had applied would start competition in October. The possible reasons for the lower demand were discussed, including venue, location and accessibility. Members discussed how it was also possible that these juniors were participating in other senior competitions or that the low number of national competition places (resulting from the league) had made it less appealing. AB suggested that this issue could be looked at more closely in future. Members thanked the Competitions TSG for their work to resume competition in 2021-22.

c. Officiating

JK presented the annual report of the Officiating TSG. This set out a summary of the changes introduced as part of the EN's Officiating Transformation Project, which had seen the promotion of the Into Officiating Award and the move to hold this award and the C Award courses online, with B Award now being a blend of online and a practical session. It was noted that, following the ceasing of all normal netball activity in March 2020, and the subsequent introduction of the modified game, it had not been possible to hold practical assessments, and no face-to face B/A written assessments had been held. This meant that there were no successful practical assessments to report and a backlog had been created. The Members discussed the resulting difficulties for some clubs and leagues in now identifying qualified umpires for the 2021-22 period, which was thought to be due to officials retiring during 2020-21. It was noted that financial aid was available to assist those applying for officiating courses and that there was high demand for the online courses, so it was hoped that this would be only a temporary problem.

d. Young Volunteer

Members received the annual report of the Young Volunteer Representative, which provided a summary of the Working Group's activities and its membership since its establishment in November 2020. The Group had organised a mental health webinar in February 2021 and the Yoga for Netballers (virtual) sessions in March 2021. Details were provided of a project planned for January 2022 involving partner organisations. AB explained that certain details, including funding arrangements, were being finalised for this project. A further update would be provided at the next RMB meeting.

e. Performance and Coaching

MF had provided a written summary of performance activity across the Region during 2020-21,

noting that it had not been possible for three of the counties to form satellite and county academies due to the lockdowns. The report set out details of meetings held with London Pulse and Surrey Storm in relation to talent management. England Netball had also been holding regular online meetings with Regional and County Performance Leads to support the Performance Pathway.

GD presented an update on Coaching, noting that the classroom elements of EN coaching courses were now being delivered online and that these showed high demand. Members discussed how Counties could obtain information about coaching course participants. It was noted that Club Secretaries should be able to obtain this information from ENgage. CD volunteered to circulate a note on this. PH also agreed to take this forward with EN.

[Agreed actions – CD to circulate note on how to access information about coaches via ENgage; PH to speak to EN about accessibility of data on qualified coaches and officials.]

f. Equality, Diversity and Inclusion

KMK presented the EDI AGM report for 2020-21. The report set out details of the EDI Working Group which had been established during the year and consisted of eight volunteers from the Region. It was noted that officers were also in place for three counties, with recruitment underway for a Surrey EDI officer. Key achievements included the Met Police and London Pulse Netball Youth Diversion Day (and subsequent nomination for the Uniting London/London Sport award); the Court Short Box initiative; the London Pulse Umpiring initiative; a mental health partnership with Sport in Mind; and working with clubs and schools to promote inclusion as part of the Elite Player Programme. KMK thanked Counties and TSGs for their input and engagement during the year, and in particular JM, LG and AJ for their support with the Met Police project and JK for her support with the umpiring initiative. KMK explained that they were working with Pulse to examine retention issues for younger umpires, noting that improving this could have a beneficial impact on the long-term pipeline and could help to reduce the shortage of officials.

On behalf of the AGM, AB congratulated the EDI Working Group and all involved for the London Sport award nomination, and for the work to promote EDI in the region. It was noted that Fran Connolly (EN CEO) and Jennifer Thomas (EN Non-Executive Director leading on EDI) had also offered their congratulations. As noted at the previous RMB meeting, Jennifer would be invited to a future Regional meeting.

g. Volunteering

MC's report on the Volunteering TSG set out details of the TSG's membership during the year. It was noted that the Goalden Globes had not been able to take place in person but the virtual event had been a success and further details about this were set out within the report. AB reported that MC was sadly standing down as TSG Chair this year and that the RMB would need to consider the future membership of this TSG.

h. Covid

GD presented a short summary of Covid Compliance work during the year. It was noted that, aside from minor indiscretions in 2020, the Region's clubs and leagues had diligently followed EN guidance. GD expressed thanks to LG, to County Covid representatives and to club and league representatives for their hard work to ensure compliance.

i. Disciplinary

GD reported that the Region did not need to implement the Discipline Regulations during the 2020/2021 year. It was noted that, following a review of its Discipline Regulations, EN held an extended number of training sessions in support of a revised set of Regulations. These came into effect during June 2021. The principal change was that all discipline matters must be reported in the first instance to EN (centrally) who would review the matter and then direct how it should be taken forward. GD asked those responsible for running leagues to review their regulations about discipline

matters to ensure compatibility. He also suggested that, in some instances, consideration be given to a whether a local, informal approach could be identified, prior to escalation, depending on the seriousness of the matter.

It was **agreed** to receive and note all annual reports from Counties, TSGs and WGs.

2. DATE OF NEXT AGM

It was **agreed** that the next AGM be provisionally scheduled for Wednesday 14 September 2022 (in person meeting).

The meeting closed at 7.40pm.

Signed

Date.....