

## Introduction

1. Since the last National Council meeting two Board meetings have taken place, 7<sup>th</sup> June and 25<sup>th</sup> July. This allowed the Board sufficient time to review the recommendations of the IRP report, the outcome of the governance review requested at the AGM/EGM last year.

## 7<sup>th</sup> June 2018

### Regular Updates

2. **Chairman's update** – Sandra Deaton welcomed everyone to the meeting

### IRP Report and Action Plan

3. It was noted that there had been minor changes to the initial report. It was confirmed that the report had been received positively with a number of emails being received. The Board then went through the action plan noting each of the recommendations, discussion the implications of the recommendation and confirming whether they agree with the recommendation and the actions, if any, to implement the recommendation and timeline of doing so.  
The first Road show had taken place on the previous week end in Exeter and it had gone down well.
4. **Director of Business Operations report** –It was confirmed that both Finance and Audit and Governance and Risk Committees had met, and the minutes could be found in the appendices. The budgets were discussed, and the year-end figures confirmed, and accounts signed by Sara and Keith.  
An update was provided on the technology projects but due to time restrictions key decisions would be held over until the next meeting.  
The Board confirmed regulation changes made by the Governance Committee A,D,N and it was confirmed that delegated authority for regulation changes would be passed to the Governance and Audit Committee if a change did not represent a change in policy or have a significant impact.

### Papers for Discussion

5. **Annual Review of Risk and Control Systems** – JB explained that the risk policy had been checked and challenged by the Governance and Risk committee and after a few minor amendments was being presented to the Board for agreement.
6. **AGM/Annual Conference** – The upcoming Annual Conference and AGM was discussed and learnings from the previous year were debated. It was agreed that when the Annual Report was distributed, questions and amendments would be requested. The questions would be published with answers a week before the conference.
7. **Board sub committees** - It was considered good governance to come back to Board annually to reconfirm and/or appoint the various sub committee members. The recommendations were agreed by the Board.
8. **Network Report** - MS confirmed that all but one Committee Chair had confirmed the offer of re-appointment.

**25<sup>th</sup> July 2018**

## **Regular Updates**

9. **Chairman's update** – Sandra Deaton welcomed everyone to the meeting
10. **CEO update** – SS highlighted the ongoing UK Sport online survey regarding future funding. SS confirmed that she would be meeting with the ITTF in London on the 14<sup>th</sup> August and that we had been served 6 months notice to vacate Norfolk House.
11. **IRP Action Plan** – it was confirmed that the focus of the meeting would be implementation of Phase 2. It was agreed that the use of independent experts and people from the table tennis family had worked well and should be continued. It was agreed that many of the recommendations were inter linked and could be grouped and a number of headings:-
  - MAG
  - Voting/Company Members
  - Role of National Council
  - Affiliation Fees/membership structure
  - Nominations Committee composition

The top two priorities were MAG and voting/company members. Two sub groups were created to deal with these matters. Meetings had to be arranged to continue the momentum.
12. **Technology Projects** – An update was provided for the technology projects and recommendations agreed by the Board.
13. **International Matters** – Nominations were agreed for the ETTU committees and delegated authority was passed to SS and SD in respect of the upcoming congress.
14. **Board evaluation and Skills Matrix** – the respective papers were passed to Board members who were asked to complete them.