

Board Meeting Minutes 9 December 2022



PRESENT

Location: Table Tennis England Boardroom

Meeting: 9am – 3pm

Board Members: Sandra Deaton (SD) Chairman, Adrian Christy (AC), Steve Kemish (SK) Priya Samuel (PS) Emma Vickers (EV) Ritchie Venner (RV) Susie Venner (SV), Ray James (RJ), Don Parker (DP), Richard Ayers (RA), Jos Kelly (JK)

Apologies: Kwadjo Adjepong (KA)

Staff Attendees: Sue Wressell (SW)

Part Attendees: Joanna Keay-Blyth (JKB) Sam Garey (SGarey) Neil Rogers (NR)

Minutes : Sue Wressell (SW)

Agenda Item	Paper No	Discussion	Decision/Action	Who	When
1	N/A	Welcome SD (Chair) welcomed everyone to the meeting.			
2	22.12.1	Update on actions and decisions made since previous meeting held on 8 September 2022 No questions were raised on the actions. The Update paper on the GAP Analysis prepared by MAG was received and noted by the Board Minutes were approved by the Board on 13 October.			

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3	22.12.2	<p>Competition Review</p> <p>The Board received the progress report of Phase II with recommendations to progress to Phase III and the following comments were noted:</p> <ul style="list-style-type: none"> • The additional consultations with MAG, open member sessions, National Council and VETTS had been very helpful to the Competition Steering Group and had been taken into account in the revised Review. • NR updated the Board on the changes that had been made to this version of the Review, including a County Championships programme to be retained at all age groups, an Under 11 and Under 13 boys and girls team to be retained at 1* events between the new areas, and a consideration for the Board to consider to retain the English Leagues Cup Competition. • The revised calendar and phased implementation approach was received. • Phase III of the Review – operational detail and implementation – would be led by the Executive Team with continued support from the Steering Group and the Competition Committee when in place. • The Performance team had also been a big part of the considerations, to ensure a flow of juniors into the pathway and this collaboration would continue. • It was recognised that the marketing and communication of the new structure would have to be handled well so that everyone could see that feedback given had been incorporated into the final iteration and that it resonated with the membership. • The Board discussed the ELCC and whether to retain this and it was agreed that it should remain in the structure. • The Board approved, with a majority, the work undertaken so far and that work should begin on Phase III. 	<p><u>Decision:</u> The Board agreed the ELCC should remain in the competition structure</p> <p><u>Decision:</u> The Board agreed that the Review should move to Phase III</p>		
4	22.12.3	<p>Complimentary Ticket Policy</p> <p>The Board received the Complimentary Ticket Policy and the following feedback was noted:</p> <ul style="list-style-type: none"> • It was recognised that ticket sales were one of the main ways to raise enough money for an event to be break even if no commercial support was available. • The Policy had been written to provide an open and transparent way for all members to see the allocation of complimentary tickets for future events. 	<p><u>Decisions:</u> The Board approved the Policy</p> <p><u>Action:</u> Consideration</p>		

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		<ul style="list-style-type: none"> It was suggested that those people who had played in a Swathing or Corbien World Team Championships might receive a complimentary ticket, and this would be considered. <p>The Board approved the Complimentary Ticket Policy and suggested amends to be considered.</p>	to be given to include the Swathing or Corbien World Team Champs players within the allocation of complimentary tickets	AC	ASAP
5	22.12.4	<p>Regional Qualifiers and Final</p> <p>The item was removed from the agenda, and it was agreed that a wash-up group of the Regional Forum Chairs and event staff, together with SD and AC would meet, before Christmas, to reach a decision.</p> <p>The principle of who makes decisions that impact the operation and strategy was discussed and it was agreed, and understood, that the role of the Advisory Committees is to advise the Executive and, when requested, the Board, on strategic matters. While the Advisory Committees are able to check, challenge and advise on operational matters, the responsibility for decisions sit with the Executive Team.</p>	<p>Action: To be discussed by the wash-up group, events staff, SD and AC to reach a decision</p>	SW to organise a meeting	Before Christmas 2023
6	22.12.5	<p>Table Tennis United</p> <p>The first draft implementation plan and budget for 2023/24 was received and the following comments were noted:</p> <ul style="list-style-type: none"> The draft Implementation Plan and budget were produced around principles of focussing on what matters the most, making it clear how everything fits together, how everyone plays their part and provides the discipline for people to be able to say no to work that does not fit with the Strategy. The Area Network would begin in February 2023. All Area Managers were in place apart from the SW Area which was going to advert before Christmas. The final Implementation Plan would be shared with the Board at the March 2023 meeting and would show a five year rolling budget. 	<p>Action: Final Implementation Plan to be brought back to the Board in March 2023</p>	AC	March 2023

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		<ul style="list-style-type: none"> The requirements within the Code of Sports Governance would continue to challenge the organisation. AC had asked Sport England to consider slowing down the implementation of the new requirements due to the administrative pressures around the sport sector currently, particularly in dealing with the recovery of Covid and the onset of the economic crisis. Relevant Governance requirements would also be cascaded down to the Areas and it was suggested each Area might have a Board sponsor. It was agreed that the Strategy should sit on the Risk Register. <p>The Board agreed that the work on the Implementation Plan should continue, and a final Implementation Plan would be brought back to the Board in March 2023.</p>	<p>Action: The Strategy to be added to the Risk Register</p>	AC	ASAP
7	22.12.6	<p>Reimagine Membership</p> <p>The Board received the proposal to transition away the existing membership scheme and the following comments were noted:</p> <ul style="list-style-type: none"> A summary of comments and feedback from the recent consultation process was noted and further consultation was requested from the wider community who play table tennis but are not affiliated to TTE. Board were asked to agree that the consultation process could continue over the next few months. It was accepted that it was unlikely for a new scheme to start in 2023. The Board were also asked to consider freezing the membership fees for the 2023/24 if the new scheme is not ready. However, it was proposed that we would move to introduce Direct Debits as the default payment method from the new membership year; it was agreed this was an operation decision to be made by the Executive team. It was agreed that a final decision on membership fees would be taken at the March Board meeting. The Board agreed that the deeper consultation work on the wider community should proceed. 	<p>Action: Affiliation fees to be brought back to the March Board meeting</p> <p>Decision: Board agreed for the consultation work on a new scheme to continue</p>	KA	March 2023

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8	22.12.7	<p>Safeguarding</p> <p>The Table Tennis England response to the Whyte Review was received by the Board and the following points were made:</p> <ul style="list-style-type: none"> • There were some issues that fall under athlete wellbeing rather than safeguarding. JKB and EV would discuss the issues that could be linked to the Athletes Commission outside of the meeting. • Discussion was held on how the recommendations for Table Tennis were being undertaken and how they would be cascaded down to local level to clubs/teams. • The Safeguarding support role was going to advert in the coming week with interviews at the end of January. 	<p>Action: JKB and EV to discuss wider issues that link to the Athletes Commission</p>	<p>JKB/EV</p>	<p>ASAP</p>
9	22.12.8	<p>Q2 Management Report</p> <p>The Board received the Q2 Management Report and the following points were noted:</p> <ul style="list-style-type: none"> • AC gave an update on the current interest for the World Championships in 2026. The ITTF were excited by the vision for major events in England and are keen to explore this further with us. • The bid would be put forward and considered by the members of the ITTF, probably in August 2023. • The prize money for the Senior National Championships had been increased thanks to additional support from Mark Bates. • Middleton Hall could no longer be used for the Qualifiers due to the lack of temperature controls under the ETTU regulations. The two events would now take place at the K2 in Crawley on 26 and 27 January. 			
10	22.12.9	<p>Finance</p> <p>The Board noted the Q2 Finance report and H2 forecast</p>	<p>Decision: The Board approved the</p>		

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		<p>The amended Procurement Policy was discussed and approved by the Board to be effective immediately.</p> <p>The volunteer expenses were approved by the Board, effective immediately.</p>	<p>revised Procurement Policy and volunteers expenses.</p>		
11	22.12.10	<p>Change of Eligibility Request</p> <p>Confidential discussion took place between the Board members</p>	<p>Action: Competition Committee to consider the position for Senior National Championships for future athletes wanting to change their eligibility.</p> <p>Decision: The Board agreed the change of eligibility request.</p>	<p>Competition Committee</p>	<p>When in post</p>
12		<p>AOB</p> <p><u>GB Board Update</u></p> <p>A good meeting of the GB Board had taken place and two new Independent Non Executive Directors had joined the meeting, together with the incoming Chair, Adam Walker. It had been a very positive</p>			

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	22.12.11	<p>meeting, focusing on future work and aligning the four home nation pathways. UK Sport would be invited to join the next meeting.</p> <p>Home nation coaches would be brought into Nottingham on a regular basis to support athletes.</p> <p><u>AGM Timeline</u></p> <p>The AGM timelines were agreed which identified that the submissions of resolutions by company members was required by 16 April.</p> <p><u>Royal Patronage</u></p> <p>After full discussion, it was agreed that a Royal Patron would provide a good figurehead for the organisation. Ambassadors to support Table Tennis might also be considered. An application for Royal Patronage would have to be put forward.</p>	<p>Action: AC/SD to put application forward for a royal patron</p>	AC/SD	Jan 2023
13		<p>Board Only Time</p> <p>The Board discussed the appointment of a new Chair, once SD's tenure ended in April 2023. Discussion was held on the possibility of extending the tenure to support the bid to the ITTF, taking into consideration the respect and good standing SD has within the ITTF and with voting member nations.</p> <p>After a full discussion, it was agreed that SD's tenure should continue to the end of August. In tandem a recruitment campaign would begin in January for her replacement. The incoming Chair to be appointed by the Spring and for a handover/succession to be undertaken during the final months to the end of August. The new Chair would then step in from 1 September.</p> <p>Membership of the Nominations Committee was discussed as the only Director not currently on the Committee was EV. This meant the number of members on the Committee was currently 10 and this was not practical, particularly if all expected to be involved in the interview process. It was agreed</p>	<p>Decision: SD's tenure as Chair to be extended to end of August 2023 and the recruitment of a new Chair to begin in January</p> <p>Action: To discuss Nomination</p>		

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	<p>that the unwieldy size of the Nominations Committee would be discussed with the National Council at its meeting in January to gauge the feeling of members to reducing the number to a more reasonable and effective number.</p> <p>It was suggested that interviews could still be filmed and recorded, however, it was also suggested this was not good practice.</p> <p>It was agreed that a recruitment timetable would be drafted, with a suggested approach to the role of Nomination Committee and this would be shared with the Board for approval.</p>	<p>Committee numbers with the National Council in January 2023</p>	<p>14 Jan 23</p>
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The meeting closed at 3 pm

Decision
<p>Competition Review:</p> <p>The Board approved the recommendations in the Progress Report.</p>
<p>Complimentary Ticket Policy:</p> <p>The Board approved the Policy</p>
<p>Table Tennis United</p> <p>The Board approved the first draft implementation plan and budget for 2023/24</p>
<p>Reimagine Membership</p> <p>The Board approved the direction of travel of the new Membership Scheme and for additional consultation on the wider community to take place</p>

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Finance

The Board approved the Q2 Finance Report and H2 Forecast

The Board approved the amended Procurement Policy

The Board approved the Volunteer Expenses

Change of Eligibility Request

The Board approved the eligibility request

AOB

The Board agreed that the Chair's tenure should continue until 31 August 2023 and the recruitment of a new Chair to begin in January.