



ENGLISH LACROSSE ASSOCIATION Ltd.

Minutes of the English Lacrosse Association Ltd. Board held 4pm on Wednesday 29th April 2020 TEAMS Conference call.

Present: Hannah Bowe (Chair), Nikki De Kretser (NK), Michael Estill (ME), Mark Coups (MC) CEO, Prashant Jobanputra (PJ), Chrissie Owens (CO), Hamish McInnes (HM), John Neal (JN), Gavin Devine (GD), Sallie Barker (SB), Sue Livock (President), Neil Edgar (NE) Ex-Officio and Paul Coups (PC) Ex-Officio (minutes).

Welcome and opening remarks from HB, MC reviewed video conferencing protocols to ensure a smooth meeting.

Section 1 Routine Business Matters

1. Apologies for Absence

No apologies for absence.

2. Conflict of Interest Declarations

None declared.

3. Minutes of the Last Meeting

Minutes of the 24th February 2020 were approved with no amendments.

4. Matters Arising

HB took item 10 at this point reviewing Board recruitment. HB reviewed the candidates for INED and Elected positions. There were no questions raised about the candidates.

The board voted Susan Gordon onto the ELA Board at this point and she was welcomed into the meeting.

The board agreed that Jane McCarthy was to be put forward for election at the next AGM.

HB thanked the work of the Governance Group in the recruitment process.

It was highlighted that as of 1st April NE was a shared service with England Squash (50% for each party) and that additional financial support would be put in place.

HB reviewed the safeguarding position and the need for all to retain the 12th May in diaries for further information and feedback.

Action

- MC to address additional financial support for NE

5. CEO Report

MC made a verbal report.

- A review of the challenges to EL domestically and internationally.
- Thanks to all the staff in responding to these challenges, developing and disseminating information in a fluid and swift paced environment.
- World Lacrosse has added to our increased communications due to the international response required to address the pandemic.

- A review of the potential impact of the situation, the inability for formulating timeframes and the challenges to all sports in terms of planning short / medium and long term.
- A review of steps taken for staff wellbeing and consideration as a key element in this situation, adding that staff will undertake a wellbeing review.

NK provided additional comments in relation to staff wellbeing outlining there may be a need for:

- setting process goals;
- counselling support;
- considerations to be made in relation to holidays; and
- the RemCom meeting will review considerations for staff wellbeing survey.

HM outlined the discussions he has had highlighting a 5 step process for re-start and the need for a COVID lead to coordinate information. Whilst acknowledging the different applications of this process for different sports, this was confirmed by JN as a way forward.

The board viewed that such information will be required for wider distribution including DCMS.

SB raised the key points from the NLC meeting, the main point on course costs during the pandemic will be taken as part of item 9.

HB thanked the SLT and staff for their work.

Actions

- RemCom to outline staff wellbeing survey.

Section 2 Finance

6. Short- and Medium-Term Finance

The board reviewed papers 2-5, highlighting furlough as a point for consideration.

MC outlined the EL position in relation to furlough identifying the workers eligible were currently key to the points raised in item 5.

HB enquired from JN and HM as to other NGB's position in relation to furlough.

Both JN and HM outlined that employees employed through public investment cannot be furloughed.

HB detailed that there may be the need to review the position on furlough for those roles that it would be appropriate to do so, to stretch the finances as required.

NE reviewed:

- the financial information in papers 2-5;
- the financial phasing in place; and
- audit and timing of the Sport England grant draw down.

NE led the board through:

- the Sport England "Sector Partner Support Fund" application;
- the flexibility Sport England have allowed in relation to the profiling of the grant; and
- the Sport England position of a roll over grant for 2021-22.

MC outlined the additional pressures on finances from the impact of the March weather on National Schools, highlighting that these had been considered as part of the application.

The board asked MC and NE to consider furlough according to need.

JN outlined some key points for consideration to re-start lacrosse and short / medium term planning needed:

- appoint a COVID lead
- Convene a medical group

- Collate information in relation to market segments and the potential for using lacrosse as part of safe exercise within government guidelines, e.g. young fit females are a group who can be out participating
- Be in regular communication with relevant government bodies
- Cross sport messaging and actions important
- Mental health and use of sport key in messaging
- Use of personal equipment aligned to hygiene
- Playing outdoor sport risks outweigh the risk of infection

Action

- MC and NE to review finances and staff furlough scheme as necessary.
- MC to action JN's points as appropriate

Section 3 Key Strategic Business

7. EL Strategic Plan 2020-24

HB suggested that this should be taken at the September meeting. All agreed.

8. Re-Start

HB outlined the need to:

- Maintain communications
- Clarity of information on what and when
- Long term planning on staff structure
- Commercial considerations post COVID-19 and importance of VIK

The board had a broad discussion on the support of the membership while in lockdown, specifically identifying coaches and officials.

SB outlined the NLC discussions on free or discounted course costs. GD highlighted that moving to free provision has the potential of devaluing the course framework. The board discussed the merits of reductions in course costs in the current climate actioning MC to identify appropriate discounts.

NK raised the need for a review of the membership and how the current situation is affecting them. MC to action a review.

Actions

- MC to identify and implement appropriate coaching and officiating course discounts.
- MC to undertake a review of membership in relation to the COVID situation as required.

9. Board Recruitment

This item was taken as part of item 4.

10. AOB

None.

The meeting closed at 5.59 p.m. with thanks to the Chair.

Dates for 2020

Tuesday 12th May (retained as a possible video call)

Wednesday 9th September

Sunday 11th October (AGM and short meeting)

Monday 7th December

Distribution: Hannah Bowe, Mark Coups, Prashant Jobanputra, Hamish McInnes, Gavin Devine, Michael Estill, Nikki De Kretser, Susan Gordon, John Neal and Chrissie Owens.

Cc: Sue Livock, Sallie Barker, Neil Edgar.