



	<p>Registration Office Discipline Statistics</p> <p>HRM will arrange.</p> <p>BA stated there was a need for communication to go to the clubs as soon as possible to ensure they were kept updated and make arrangements to complete the training. HRM will complete the communication.</p>	HRM
4	<p><b>Sport England</b> A discussion was had amongst the board that there was a need to ensure we met the requirements of Sport England to ensure funding was forthcoming. The board would agree to a review of the board procedures and that communication to this effect will go to Sport England. It was further decided that the point of contact is HRM and that she should be supported by the board within this role.</p> <p>HRM discussed the work that need to be completed to continue the achievement of Tier 2A and that there is a plan of action in place that HRM is completing and will look to the board to ensure that any tasks are completed in a timely manner. The board agreed to this unanimously.</p> <p>HRM will respond to Sport England in time for their return to office of 3 Jan 2022 and discuss the next steps.</p> <p>HRM informed the board that advertisements for committees and other vacancies had gone out and that interviews for the vacancies were expected to commence w/c 9 Jan. BA MA and GA all offered assistance with the interviews. HRM to update</p> <p>GA raised the concern about diversity amongst the directors. BA commented that the board can demonstrate that the recruitment is open to all and that the makeup of the board is simply a reflection of those that had applied for the board. However, the proposed advertisement for new directors would ask to encourage applications from underrepresented diversity groups. HRM has already completed the advertisements.</p> <p>GA raised the question about directors all being “independent” as none of the directors were not actively involved in the sport. The definition of the independent non-executive directors was explored. HRM will speak to sport England to confirm the definition.</p>	<p>HRM</p> <p>HRM</p> <p>HRM</p> <p>HRM</p> <p>HRM</p>
5	<p><b>Finance</b> GA question the position of requirement for the role of Bookkeeper. Due to a potential conflict of interest GA excused himself from any further discussion.</p> <p>HRM confirmed that the advertisement had gone out and to date there had been one applicant the closing date was 3 Jan 2023.</p> <p>MA stated that appointment could be made once closing date had passed.</p> <p>AM stated we may attract more applicants if the wages were raised, and the hours reduced as 20 hrs a week was more than required for the role.</p> <p>BA stated that appointment should be made and then we can discuss hours and payment changes afterwards as the advertisement has already been completed.</p> <p>It is envisaged that a person will be in post by w/c 9 Jan.</p>	<p>HRM MA</p>

<p><b>6</b></p>	<p><b>Processes</b></p> <p>GA discussed the need to ensure that all policies and procedures as such should be referred to as EIHA regulations and that work should be finalised in bringing all the documents into one place.</p> <p>MA stated he had commenced completing some work in relation to this and would be able to forward this work to HRM</p> <p>HRM stated the team had completed a lot of this work and shared a excel spreadsheet of the work completed it was agreed that all works in this area should be collated by HRM and this should be completed by 04 Jan 2023.</p> <p>HRM would advertise for a steering group to review all the regulations in conjunction with the new committees being set up. The steering group advertisement would be completed by w/c 3 JAN.</p> <p>A standing agenda item for future board meetings will be EIHA regulations until they are completed by the 2023 AGM (Jul 23)</p>	<p>HRM MA</p> <p>HRM</p>
<p><b>7</b></p>	<p><b>Coaching</b></p> <p>GA raised a concern that to date a large number of Coaches had not completed their CPD and that there had been a need to extend the deadline to the end of Jan for completion. This was in part due to UK coaching not being open over the Christmas period and had closed on 23 Dec and not due to reopen until 3 Jan.</p> <p>The issue being that legacy data was not being transferred.</p> <p>HRM explained the issued with codes previously being given not being revitalised and the date being difficult to locate.</p> <p>MA stated that the original 500 codes should be working.</p> <p>BA as an extension had been given till January this should be honoured and if HRM and team could contact on 3 Jan to resolve any issues. There may also be a need to review how CPD for coaches is issued once this extension has been completed. There was also a need for this matter to be discussed again on 15 Jan.</p>	<p>HRM</p>
<p><b>8</b></p>	<p><b>ICE SHEFFIELD LEASE</b></p> <p>GA discussed the office lease and its tie in to costs for ice.</p> <p>MA stated that there had been ongoing conversations in regard to the lease and the at the Sheffield City Trust had been chased a number of times for the lease to be completed but had recently come back with more changes requested. The lease is for 36 months with no break clauses and the EIHA has requested a break clause at the 12-month stages with a 90-day notice to quit which was still awaiting confirmation.</p> <p>MA gave clarification that ice for the showcase weekend had been identified over the weekend 6-8 May.</p> <p>GA identified that he was looking to book ice for the ENTP programme for season 23/24.</p> <p>MA states there was a need to look for other venues to support the ENTP.</p>	

	GA confirmed that for season 22/23 the ENTP programme had been delivered away from Ice Sheffield and he was now looking for 23/24 season.	
9	<p><b>AGM follow up</b> GA raised the issue of the accounts and the following was confirmed:</p> <p>7 Jan members questions in relation to the finances received. 14 Jan Response to the questions will be given to the members 21 Jan Teams meeting for members and C&amp;D to confirm the minutes and submission to company house.</p> <p>HRM and AM to liaise with C&amp; D</p>	HRM AM
10	<p><b>Staff Pension Scheme</b> HRM confirmed that the pension scheme was now in place and the matter could be removed from the agenda.</p>	
11	<p><b>National League concerns email</b> GA advised the board that an email had been received from the National League about concerns.</p> <p>AM Acknowledged the email and that issues were being addressed and a full report would be given at the next board meeting.</p> <p>BA Mentioned communication from NIHC in relation to games they had issues with.</p> <p>AM confirmed he would contact them</p>	AM  AM
<p>Date of next meeting Sunday 15 January 2023 @ 10.00 hrs EIHA office Regular interactions/meetings will continue as and when required.</p>		

Meeting closed at 13:20