

ENGLISH ICE HOCKEY ASSOCIATION
AGM Finance Report Meeting
15 January 2023
NON-VERBATIM



Company Number: 03730185
Registered Address: Ice Sheffield, Coleridge Road, Sheffield, England, S9 5DA

The meeting took place in Sheffield and online via Microsoft Teams. The meeting convened at 10:06hrs.

Directors present:

Barrie Archer (BA) – Meeting Chair; Mohammed Ashraff (MA); Andrew Miller (AM)

Online:

Thomas Lillie (TL); Andrew Miller (AM)

Apologies:

Daniel Smith (DS); Hannah Ridgard-Mason (H R-M).

The meeting started at 09:32hrs.

1	<p>Welcome</p> <p>1.1 Opening Remarks BA chaired the meeting.</p>
2	<p>Apologies Daniel Smith Director Hannah Rigard-Mason Head of Operations</p>
3	<p>Declarations of Interest</p> <p>3.2 Declarations of Interest on Agenda Items No declaration of interest.</p>
4	<p>Spordle Training for the Spordle system was discussed and an issue in relation to training cost was discussed. MA confirmed there were no costs for the training as this was agreed with Spordle at commencement of discussions. GA discussed the need to ensure that training dates were confirmed and requested that HRM confirm these to clubs as soon as possible. The board agreed that the intention was to complete training by 02 February 2023 as previously agreed. HRM to provide weekly updates to the board of progress</p>
5	<p>Sport England Recent communication from Sport England was discussed where they highlighted areas of concern within the management of the board following members of the organisation contacting them. Sport England are requesting that the Board undertake a review of their workings, and this is to be conducted by an independent body. The board agreed that they would welcome a review of our structure and that this would give us an opportunity to identify areas where the board can work better as a collective. MA highlighted that without the sport England funding the EIHA were funding the payroll of the office staff to circa £15K per month. The board voted unanimously to agree to a review of the board and would look to appointing a firm in agreement with sport England to conduct this work. GA requested a letter be sent to Sport England requesting release of the first funding as now by not releasing the money it was putting the organisation in financial risk. GA discussion was had as to who the letter or correspondence should be sent from, and it was agreed that HRM should continue her contact and that TL will be the director responsible for organising any review and continued development of a relationship with Sport England. AM stated it was important that the funding was released to continue our works.</p>

	It was agreed unanimously by the board that HRM will continue contact and respond as previously agreed TL would be the lead director with AM as his support.
6	<p>Sport England Action Plan</p> <p>The Sport England Action plan prepared by HRM was discussed and areas of works identified. HRM not present at meeting all directors agreed to support HRM with any outstanding works and that HRM should report to BA or GA any areas of concern who will assist where able to get the works completed.</p> <p>A discussion was had regarding HRM having a permanent seat and voting power at the board, it was highlighted that at present our articles of association do not allow for this. It was discussed that the work being completed to update the articles to modern times should include wording to allow this as it would assist the organisation in being more operational.</p> <p>The board unanimously agreed that HRM should be a permanent fixture at all future board meetings and during just meetings would have an equal voice to the directors as this would allow the organisation to move matters forward. In line with the articles of association HRM will not vote on any matters but will be able to advise the board on all operation matters.</p> <p>Other matters from the Sport England action plan were discussed and it was requested that all information be sent to directors in pack form so they would be able to disseminate the information and come to agreement outside of the board meetings and ratify them at the next board meeting. This includes any new policies that are being policies that are being written.</p>
7	<p>Head of operations report</p> <p>HRM was not present the board worked through the document and the following was decided upon.</p>
8	<p>Closure of meeting</p> <p>AM informed the meeting that the accounts would now be sent to company house and thanked everyone for their attendance and questions that were posed.</p> <p>7.1 Committee roles</p> <p>Agreed and advertised closing date 31 January 2023</p> <p>7.2 Director Vacancies</p> <p>Advertisement has been sent out closing date 31 January 2023 for paper sieve and interviews to be arranged.</p> <p>7.3 Board Minutes ore August 2022</p> <p>HRM highlighted that these were needed.</p> <p>MA stated he would send the transcripts to MFA for completion.</p> <p>7.4 Strategy outline</p> <p>MA agreed to contact DS and confirm a date when this would be ready.</p> <p>It was agreed the board would like to present at the AGM in July</p> <p>7.5 Sport Survival Fund</p> <p>Funding had been received for this work and the document had been created and there was a need to someone with experience and knowledge to implement.</p> <p>Several proposals had been received to complete this work and they were considered by the board.</p> <p>It was agreed that GA TL and HRM would move this forward.</p> <p>7.6 Finance Role</p> <p>Sarah Reed had been appointed as financial administrator and would be completing a handover with AM and commencing work from 21 January 2023.</p> <p>HRM had highlighted there was a need for finance manual.</p> <p>MA stated he would send the workings to date to MA.</p> <p>7.7 Media Role</p> <p>HRM was looking to appoint in the coming weeks interviews had been completed.</p> <p>3. Vacancies</p> <p>7.8 Pixellot</p> <p>MA confirmed that the equipment has now been delivered.</p> <p>7.9 Board Induction Programme</p>

	<p>GA informed the board that himself and HRM are working on a board induction programme, and it is hoped to have this available for all by 20 January 2023 but no later than the new directors being co-opted.</p>
9	<p>Section Head report GA</p> <p>9.1 Coaching</p> <p>GA reported that coaching had a very healthy relationship with safeguarding section, and this was allowing all parties to progress to a good working relationship.</p> <p>GA discussed a sponsorship that had been received that had allowed the Quebec trip to continue to the value of £2.5K</p> <p>BA requested that an announcement be made, and thanks sent to the organiser of the sponsorship. GA will link in with HRM.</p> <p>GA discussed the educational issues that had come to light with coaches completing the required CPD which had been extended to end of January due to various issues including the learning platform. GA also discussed the plans to run an assistant coach course in person in March 23 where the coaches will attend complete all training and exams prior to the conclusion of the day.</p> <p>GA is looking to relaunch the goalie coaching programme but is still searching for a suitable coach to head the programme.</p> <p>9.2 Education</p> <p>GA advised the board that he was in the early stages of organising a steering group to investigate the development of a dedicated Ice Hockey first aid programme. BA will assist.</p> <p>9.3 Showcase</p> <p>GA presented to the board the vision for showcase. All players will be graded by coaches (the process was explained). Once graded a draft system will take place and four teams will be created (names to be confirmed). Once teams have been selected, they will complete in the event in the second bank holiday of May. Ongoing work and hope to report finalised details at the next board meeting.</p> <p>9.4 Strength and Conditioning</p> <p>GA discussed the benefits of the strength and conditioning team who had been at all ENTP events, the plan was now to offer these services to clubs around the countries which the team were willing to do, but it would come at cost to organisation for travel. The idea would be that in the future we can develop our athletes to compete with the best in the world.</p> <p>The board unanimously agreed with this approach and agreed the spend on travel expenses.</p>
10	<p>Section Head update AM</p> <p>AM informed the board that it was mid-season and things were ticking over, plans were in place to look at the end of season event with a meeting scheduled for 18 January 2023.</p> <p>MA did highlight a potential issue with fixtures and the junior section as playoffs approach but that the picture was unclear at this time.</p> <p>GA raised an issue within the national league that some appointed coaches did not meet the standards and were not correctly registered.</p> <p>MA stated this was a business problem for the teams involved.</p> <p>AM acknowledged this issue and will liaise with GA to resolve.</p>
11	<p>TL Section Lead update</p> <p>TL presented to the board the articles that had been drawn up.</p> <p>TL confirmed there was a need now to include Para hockey as they are not mentioned in the current articles.</p> <p>TL also discussed the need to decide on the voting powers of members and the definition of members.</p> <p>TL would work with MA to complete the articles for the next board meeting to ensure that they would be advertised to the members prior to the AGM in July 2023.</p> <p>TL also informed the board he was still awaiting a date from IHUK for our next meeting and would be contacting to clarify a date in the coming weeks.</p>
12	<p>AOB</p> <p>MA discussed the need for the venue for the AGM on 18 July 2023 to be booked and would request HRM to do so. The location would be either Watford or Leicester. It was agreed that Watford was</p>

	<p>a better location and that section meetings should take place after the AGM. All board members agreed.</p> <p>MA also discussed future board meetings and stated that the in-person day long meetings were more beneficial than the monthly evening meetings and suggested that board meetings should be on a bi-monthly basis at Sheffield or Hybrid.</p> <p>The board agreed the next meeting will take place on 13 March at ice Sheffield in the company office.</p>
<p>Date of next meeting 12 March 2023 at 10:00am Ice Sheffield Reports to the office by 03 March 2023 Regular interactions/meetings will continue as and when required.</p>	

Meeting closed at 15:27hrs.