



MINUTES FOR A CRICKET WALES BOARD MEETING TO BE HELD AT 10.30AM ON 23 APRIL 2024

Cardiff

Attendees: Tim Masters Chair (TMi); Sue Phelps (SP); Colin John (CJ); Mark Frost Interim CEO (MF); Jo Holley (JH) left 12:38; Minutes Sandie Keane (SK)

On Line: Tony Moss (TMO); Samara Afzal (SA); Huw Morgan (HM) left the meeting at 12:00; Chris Last (CL); Andy Fairbairn (AF) left at 12.20; Gareth Rees (GR); Carl Alexis (CA) left at 12:22; Linda Medicott (LM) joined for item 8 only; Mark White (MW) joined for item 9 and 10 only; Matt Dando Thompson (MDT) joined for item 10 only; Fay Benningwood (FB) left 12:59

1. WELCOME

2. **APPOLOGIES** – Neil Pearson

3. **DECLARATIONS OF INTEREST** – None

4. **TO APPROVE MINUTES OF THE CRICKET WALES BOARD MEETING HELD ON 20 FEBRUARY 2024** – Approved

5. MATTERS ARISING

5.1. Articles update – Chair briefed membership at the AGM. Detailed review to follow in early 2024 draft being considered 6th March– **Ongoing**.

5.2. Articles – Gov Comm to ensure clarification is contained in Article review on block vote. On agenda item 12.

5.3. Recreational Game Director recruitment – recruitment will commence following the CEO's recruitment process. Chair highlighted the need for representation from across all geographies in Wales particularly in relation to rural cricket and West Wales area. Ongoing. – Chair will commence process after holidays. CW need to complete recruitment towards end August. **Ongoing**

5.4. Governance and Operations FB to gather data on how other sporting organisations engage with members regarding AGMs. FB has spoken to other NGBs. They link their AGM to another event to increase attendance. AGM could link with strategy process.

- 5.5. Sub Com ToR – Gov Com needs to rationalise ToR for Sub Comms. On agenda for next Gov Comm meeting. **Ongoing**
- 5.6. Facilities Spend – MF to provide a breakdown of the £2 million facilities spend. On agenda for next Fin Comm meeting. **Ongoing**
- 5.7. Social Media Checks – Safer Recruitment Policy to be updated to state social media checks are mandatory for Directors and Board Level. Policy updated. Closed
- 5.8. Y 24/25 Budget & Operational Plan – Fin Com to review at next meeting. On agenda item 9.
- 5.9. Pensions – CJ to confirm the figures of pension decrease by 17% in next financial year. £20,000 adjustment in budget. CJ confirmed adjustment to show in budget. Closed
- 5.10. CW Foundation – Interim CEO to continue conversations with Legal Advisors and Glamorgan as potential partner – report back to Board. In CEO report item 7. **Ongoing**
- 5.11. Affiliation & jurisdiction paper for decision – Interim CEO to contact clubs to discuss new terms and conditions for clubs. On agenda item 7.3 MF closed.
- 5.12. Managing Risk – Gov Comm to agenda review of Risk Register. Closed on next Gov Comm Meeting Agenda in June 2024.

6. **CHAIR'S REPORT (Verbal)**

- 6.1. Chair confirmed the announcement of Tier 1 Women's County status for Glamorgan starting in 2027.
- 6.2. Meeting with Glamorgan – work on strategy. The previous strategy was co-created but it was agreed to draft separate strategies and bring them together to identify overlaps, existing strategy is not easy to follow. ECB to feedback on the unknowns, AF confirmed the ECB strategy Inspiring Generations II, in terms of developing CW strategy can start at local level now. On 20th May ECB are due to confirm core funding for 25/28 won't confirm any additional funding i.e. W&G. Other timelines unsure of date of release, hopefully within 6-8 weeks. Inspiring Generations II out later in the year. Advice to start the process locally. AF suggests CW/Glamorgan keep each other informed throughout the process.
- 6.3. Pathway agreement comes to an end autumn 2024. First meeting held to understand how the Pathway is working and direction moving forward. A number of counties still run U10 – U12s County sides and ECB may provide dedicated additional funding to run regional U10 – U12s for the opportunity to play above club cricket. Finance ICEC report talked about performance cricket being free, this is difficult to deliver. Discussion ongoing. Rebrand Wales Age Group teams to play as Glamorgan, consult with existing players on pros and cons.
- 6.4. ECB AGM 14th May at Sophia Gardens. Asked First Minister to attend, working on logistics. ECB meetings have county boards/clubs attend to demonstrate where we are locally, unfortunately there isn't space on their agenda.

7. **INTERIM CEO'S REPORT**

- 7.1. ECB were successful in securing £35M funding for grassroots of game for facility development and state school cricket in England. Discussion with ECB as to whether there

will be any Barnet consequential for Wales and further bids from CW. Boundary workshops feedback in EDI. Meetings with Tozers regarding foundation moving forward, more information to follow.

- 7.2. CW are not implementing the full affiliation and jurisdiction changes in 2024. CW will encourage clubs to adopt the General Conduct Regulations, the Anti-Discrimination Code and Safe Hands Management System at their next AGM. From 2025 CW will implement the full changes as requested by ECB, and align all these changes as part of affiliation to CW. TMI agreed for partial rollout from 2024 asking board to agree to pause the complete rollout until 2025. TMO stated there may be an issue of all clubs signing up, as leagues have their own codes built into their constitutions. MF stated that clubs need thorough disciplinary procedures that can be applied to a range of situations they may face and affiliation to CW is key. MF highlighted the fact that clubs need an awareness around discrimination, and it is a matter for all clubs to have their constitutions changed so there is less reliance on an indirect link to league constitutions and generate greater internal club awareness. Five Boundary workshops were held recently, which worked well but not all clubs attended. The Boundary workshops highlighted that these matters need to be discussed and adopted. SA had a concern with the clubs not engaging and how do we plan ahead to ensure we are not in the same position next year. MF there will be an online option (soon from ECB) to support further attendance at training and following up with the pilot of this. ECB highlighted that selection was a main cause of complaints and CW will offer to pilot a draft policy for clubs to adopt and customise, however there is no template is available for clubs at the moment. There is an expectation that all clubs adopt these three documents to become affiliated in 2025. The area of jurisdiction issue had caused much difficulty across many other boards in England in terms of risks from implementation, AF said there had been different approaches from across areas, the approach that CW have outlined seems a sensible approach. **Action:** Board agreed

8. SAFEGUARDING (LM dial in)

8.1. Safeguarding Report –

8.1.1. LM non recent abuse case no further action.

8.1.2. Case investigated by Sport Resolution date confirmed 23/4 Police reviewing interim report. ECB have been updated. Investigation has taken longer than usual, highlighting culture at the moment. It has also highlighted other areas we can mitigate – form of contract, no conflict-of-interest statement - which are hindering the investigation.

8.1.3. Other case of note, Senior Police Officer due in court who has been involved in cricket, will reach media due to their position, not anticipating cricket to be highlighted. Statement prepared if there is any interest. New case today that LM is dealing with. Low level concerns up to date training needed for Clubs as this is mandatory to report to county board.

8.1.4. ECB update; Pathway training – ½ day training course for each Pathway coach to be delivered and refreshed every 3 years, schedule being set up to complete by early 2025. Rolling programme moving forward, LM would like to offer out to other coaches to do the additional training. All Pathway coaches will have induction session with Designated Safeguarding Lead.

8.1.5. Deputy Debbie Lyons-Treadell has joined and is developing tools to support Clubs with proactive guidance. She will cover reactive work when LM is on leave.

8.1.6. Action plans fully met from CPSU, DLT will help with the actions from this.

8.2. Safer Recruitment Policy – Paper and Policy amendments re casual staff. Evidence needed for recruitment of casual staff, as well as permanent staff. Added to policy to show selection for the interview process. Casual process to be documented and stored centrally. Training needed for safer recruitment ECB are running training and will disseminate to all staff. GR queried CW are asking for references from employers, but there is no requirement to complete. Different companies have different policies and procedures although if there is a safeguarding issue it is mandatory companies inform future employees. CA agree reference request needs to be explicit as regulated activity. SP very sobering report sad to hear cultural programme holding back. SA wakeup call regards culture with casual pathway coaches and in aspects of the pathway– regular safeguarding training is needed to mitigate the ignorance – can CW focus on cases looking at bystanders response. Is it worth having meeting with casual staff to identify why they see barriers to working with some CW processes. LM stated that as part of process CW will draw lessons learned but ECB chose not to suspend individual in the case being investigated and therefore CW cannot then stop their activity. Need to change the structure for individuals running their own business to protect the CW badge. Training opportunities to build knowledge, Pathway family briefings to be separated and targeted. For a parent who wants to raise a concern needs to be clear guidance on how they can do this, and code of conduct needs to be more robust. JH queried whether there is something that could be added to code of conduct about CW Logo and if you are suspended you no longer have the right to use it to advertise your private business activities as a coach. LM stated CW need to have full knowledge of staff other businesses, in order to act on a case-by-case process in the future. CA stated this is about culture – this starts from the top and CW should be continually aware of the risk to the company. There needs to be capacity to provide help for LM. TMI pathway is an area of risk and training programme from ECB along with the tightening up on our own recruitment processes will improve the situation, but wonders who is ensuring that safeguarding culture exists across cricket? **Action:** policy agreed.

9. FINANCE (CJ)

- 9.1. FY/23/24 Report Management Accounts – Late submission of accounts as at end of year. Accounts a first draft reporting on these figures with comparison to 2023. Net operation is same as previous year, although bank interest has increased. Main reasons for changes employee costs, marketing, CW meetings down on budgeting figure. Income from Sport Wales has been released not carrying any revenue from them. Difference of over £220K. Income direct costs are in line with budget. Capital reserves still differed income from ECB yet to be released.
- 9.2. Reserves are higher than needed Fin Comm met and agreed to run with 6 month running costs as reserves. MF created options for further investment, Fin Comm discussed the paper in detail. Fin Comm concentrated on one off cost items. Board to consider the school's project. MW stated CW would like to start a programme to upskill 1500+ teachers which could then have a potential to reach 500,000 pupils. The programme will deliver with a range of LA and connect within local communities. RAM cricket has designed a kit bag to issue to schools' teachers to collect after training. Within 12 months the programme could roll out across Wales. MF stated the programme completes what CW already do. FB if it's a one-off project what is the outlook or impact moving forward. MF clarified it is designed to back fill some delivery there could be potential for some ongoing costs regarding CPD. SP it is an inspiring model to reach out into state schools. JH one off project opens the door to potential, not everyone can play, and officiating should be considered. AF stated that the

ECBs proposed Game Changer Fund (detail known late 2024) could also support projects like this, it may be worth holding onto this project. GR even more incentive to start now and use future funding to super-size the programme. It is a sustainable model. MW could consider commercial sponsorship opportunity. **Action:** endorse to work with the programme and support with funding.

- 9.3. TMI as a Board we know we are taking reduction in Sport Wales funding, how is that projected moving forward. CJ 24/25 budget is high, and income will go down. Discussed how we spend money and looking at view to be in a better position with school surveys moving forward. Foundation will create other forms of income so not as reliant on funding. TMI can we continue with current spending with 6 month running costs reserve. GR reserves are there to protect in catastrophic case of all funding disappearing, allows window of 6 months of continuing operations. AF self-generated income CW area to focus on, reserves challenge to cricket boards what are you reserving for? Understand the certainty of funding from the ECB. Do you invest a large sum now or keep for 4-year strategic strategy. TMI ECB match funding programmes, AF Game Changer Fund once boards have met ready to invest criteria, CW could be in a position to apply for further funding. CL what do other boards do and surplus is sensible. Don't set reserves until we know ECB funding. CJ income likely to drop but having reserves figures allows you to dip into it, needs to be part of the strategy for self-funding. GR if reserves are set at 6 months of costs, then reserves will change in future as needed. **Action:** 6 months admin costs and 3 months costs
- 9.4. FY 24/25 Budget & Operational Plan additional expenditure options – for final approval – Recommended to Board by Finance Committee. Approved

10. CRICKET OPERATIONS

- 10.1. Business Plan End of Year (23/24) Report: MDT pathway setting up in line with ICEC direction of travel. Talent ID and girls' growth ensure CW are being proactive around early engagement.
- 10.2. MW facilities investment £3.5m into local cricket clubs. Chance to Shine delivery plan 24/25 online portal to connect all programmes. POC funding ends this year. National prog 4000 applications lagging in certain clubs trying to get enough participants. 10th May is the go live for this programme. Junior cricket teams playcricket systems – ECB state 40% increase needed. Parent guardian scoring course 123 sign ups so far. CL what can we do to support clubs with transition between Dynamos/All Stars. Coach development officer IM will be working on this area to work with the clubs.
- 10.3. CL should CW release a health and safety refresh about protection. MF guidance to grounds keepers issued last week. MF message is don't rush getting that roller out. CL highlighted All Stars MF will speak with ECB to support clubs. GR All Stars registration lot of problems with the process – whole experience has been poor to be flagged to ECB. MW confirmed pause in kit but has already fed back about errors and communicated with Club Spark.
- 10.4. Cricket Strategy 2025 onwards. MF informed board that SMT had held a recent strategy day with feedback from the facilitator. Next steps are for Board and whole staff input in the forthcoming months.
- 10.5. Cricket Pathway: MDT shared highlights so far and discussed with board. TMI stated it's good to see programme continuing to strengthen. In general standards have improved in the Pathway. SP highlighted the recent DSW report and the need to increase access of disability within the Pathway programme and congratulated staff on the award of Silver DSW.

11. EQUITY, DIVERSITY & ICNCLUSION

- 11.1. EDI Sub Committee Chair's Verbal Update (SP/MF) – Boundaries programme was a highlight; sessions were long but informative. SP agreed that when staff attend recent EDI meeting it brought work to life.

12. GOVERNANCE (TMo)

- 12.1. Articles Revision – paper attached for discussion. TMo would like to minute his thanks to Susan Holvey for her support in the process. Areas for considerations
- Consider whether a requirement to have the annual accounts audited should be included in the Articles. **Action:** Carry on with audit process as it is
 - Agree the change to the process for appointing Independent Directors. **Action:** agreed no need to take vote on this to membership.
 - Formulate a view as to whether a Recreational Game Director needs to be a member of a Member or Associate Member body and hence whether they would need to resign should they cease to be a member of such body. **Action** agreed needs to be a member to represent the game.
 - Agree the proposal regarding term limits for Directors. Agreed
 - Agree that the historic Memorandum of the Company is removed and that all reference to the Objects, Limited Liability and the Dissolution of the Company are contained in the Company articles. This would then require Member approval. **Action:** agreed Chair to contact membership.
 - Discuss the Objects contained in the document and decide whether these are still fit for purpose or whether amendments are required and, if so, formulate these amendments accordingly. The objects stated in memorandum are not fit for purpose and have not been changed since 2007. **Action:** 2.2 & 2.3 needs to be one sentence and 2.5/ 2.6 need to be higher up the list. MF to ask Tozers/Duncan McIntosh from Glamorgan to look over draft articles from a legal point. TMo to work up consultation document. Adhering to ECB directions and SW being key funder at 2.11 and SP to draft a statement as a separate clause referring to devolved status.
 - Consider whether Poll voting should be the only form of voting allowed. **Action:** agreed weighting of poll vote.
 - Consider the position of Company Secretary and decide how the Board wishes to proceed. **Action:** Agreed that CEO would become Company Secretary
 - Agree a timescale for calling general meetings and on matters to be tabled. **Action:** Agreed proposed timescale.
 - Agree the revised Articles with a view to putting these before members at an AGM or SGM. **Action:** Agreed

- 12.2. Staff Handbook revisions – MF verbal update – SMT commented on changes and further amendments. Consultation has been undertaken and further changes to come back to the board. MW meeting with HR consultant this week from working group. Culture was an area that needed further consultation and what we offer staff.

13. MANAGING RISK (MF)

- 13.1. Risk Register Paper for discussion (MF) – discussion management of reserves, Glamorgan relationship and complaints log. Discussions around football putting pressure on summer season. FAW open discussion moving forward.
- 13.2. Risk Register – for information to Board.

14. SUB COMMITTEE MINUTES

- 14.1. GovComm 6th March 2024 - approved.
- 14.2. EDI 16th April 2024 – approved.

15. AOB

- 15.1. SK to send a Doodle Poll for next meeting.
- 15.2. TMI highlighted the uplift in staff salaries agreed at last Rem Co meeting.

Meeting closed: 13:25

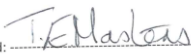
Board meeting dates for 2024 – venues to be confirmed; majority will be Cardiff, all of which will remain as 10.30am starts.

Tuesday 4th July 2024 proposed Board/SMT day

Tuesday 1st October 2024

Tuesday 19th November 2024

Board Review & Appraisals to be conducted Autumn/Winter 2024 / 25

Signed:  _____

Dr Tim Masters Chair