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**MINUTES OF A CRICKET WALES BOARD MEETING HELD AT 11.00am ON THURSDAY 27th February 2020**

**AT THE SOPHIA GARDENS CARDIFF STADIUM**

**Present: Rod Jones(RJ) (Chair); Tony Moss(AM); Leshia Hawkins (CEO); Hugh Morris(HM); Colin John(CJ); Sue Phelps(SP); Tariq Awan (TA); Huw Morgan(HDM); Kerry Lloyd(KL); Mark Frost(MF); Ieuan Watkins (IW); Sian Webber (SW); Richard Penney(RP); Tim Masters (TM); Matt Thompson(MT);**

**In attendance via Skype: Jennifer Owen Adams (JOA);**

1. **Apologies for absence:**  Apologies for absence were received from Jeff Bird, Maxine Rhodes and Huw Morgan.
2. **Reflection:** The Board reflected on the recent sad death of Bethan James, the daughter of ex-Glamorgan Captain, Steve James.
3. **Welcome:** RJ welcomed Leshia Hawkins to her first meeting in her official capacity as Director and CEO of Cricket Wales.
4. **Declaration of Interest:** None
5. **Minutes:** The minutes of the 5th December 2019 Board meeting (distributed previously) were accepted as a true record and were signed accordingly by the Chair.
6. **Matters arising:**

**6.1. Wales Women/Age Groups Contract:** MF reported that Cricket Wales’s legal adviser, Roger Morris (RM) has advised him that the contentious issue with regards insurance had been resolved. The contract wording would now be amended for signature by both parties. RJ said he would like contract signed as soon as possible and will request that RM send the amended contract for signature within the next week.

**Action: RJ to contact Roger Morris to agree a date for the delivery of the final contract for signature by both organisations.**

1. **Safeguarding Report:** Prior to the meeting, IW distributed two papers:
* Safeguarding Update February 2020
* Cricketeens Safeguarding (produced by Peter Williams – wales ACO Welfare Office)

**7.1.** **Safeguarding Update February 2020**: This paper provided an update on the following issues:

* Inspiring Generations – Engage Children and Young People: The ECB launched Inspiring Generations; their game wide five-year strategic plan for cricket in January 2019. Its overarching aim to connect communities and inspire future generations to play cricket.
* ECB Safehands’ Portal: The new compliance portal will be functional for the 2020 season. IW said that we need to stagger the implementation in Wales – although potential roll out across the game for 2021 remains an option. He has discussed an approach with RJ and MF for implementation in the 2020 season whereby affiliation requirements would be amended to include the following conditions:
* All Clubs MUST have a fully trained Club Welfare Officer in place
* All clubs MUST have Captains that have an ECB vetted DBS Certificate

The Board approved IW’s recommendation that club affiliation to Cricket Wales for the 2020 season will be dependent upon the above additional minimum criteria, but also recognising the fact that this is a stepping stone to additional affiliation expectations.

* Club Compliance: IW advised the meeting that Cricket Wales has made significant strides in terms of safeguarding delivery and we are confident we will achieve 100% Club Welfare Officer compliance for season 2020, i.e. every single club having a fully qualified CWO in place. (ECB estimates approximately 30-35% compliance across England and Wales).
* Website Rewrite: IW reported that work is on-going to redevelop the ‘Welfare’ section of the CW website. Progress has been made (although slow). The new pages will be jointly branded with CW and GCCC logos and be visible from both platforms.
* Club/Sport Wefare Officer Qualification: IW advised the meeting that he had been in contact with Dr Mike Hartill of Edge Hill University (Ormskirk) with a view to offering Welfare Officers a Sport Safeguarding qualification.
* The Voice of the Child: IW said that as an ECB CPA objective, this is a key piece of work. Cricket North Wales has a Young Ambassador scheme in place and operational. This is currently managed by Ian Martin (Workforce Admin) and Sam Painter (North Pathway Lead).

This programme works well and now needs to be introduced in the South East and South West. However, the SE and SW staffing teams do not have capacity at present to take on this additional work. Whilst volunteers could be approached to lead this, the importance from a CPA perspective indicates that this needs central staffing oversight. IW also said that in time, the voice of the child will need to be heard at Board level; how best to introduce this is a work in progress.

* The Welfare Council: IW advised the meeting that the next meeting of the Welfare Council is to be held at Sophia Gardens, Tuesday 24th of March at 11am. He was delighted to inform the Board that the new ECB Head of Safeguarding Sara Niblock will be in attendance, as will the two new ‘County Safeguarding Advisors’ Richard Watson and Claire Bassett. Glamorgan staff will also be in attendance. RJ said that he would be attending the meeting and extended the invitation to other Board members.

**7.2**. **Cricketeens’:** IW reported that Wales Association of Cricket officials (ACO) has introduced a Cricketeens’ programme in an attempt to offset the dwindling numbers of operational Umpires and gradual increase in the average age of ACO membership in England and Wales despite significant investments in training and support.

**7.2.1.** The Cricketeens’ concept was introduced in Devon, the second pilot in Ynystawe in August 2018. Further training has been provided and Cricket Wales continues to support the Wales ACO with its delivery, supported by the ECB ACO Team. Young Officials have already been deployed in a number of pathway sessions and elsewhere, receiving unanimous praise and support.

**7.2.2.** IW explained that there is the opportunity for young officials to officiate in senior cricket; however this comes with risk. Can a child effectively supervise adults? The paper presented to the Board outlined the approach recommended by Peter Williams

**7.2.3.** IW said that, whilst there is support from the ECB centrally for the Cricketeens’ process, there is yet to be a central policy and with safeguarding developments taking place across the whole spectrum, no policy is anticipated for 2020. As such it is the intention to recommend this approach for the 2020 season across Welsh Cricket.

**7.2.4.** RJ thanked IW for advice, and following discussion on the content of Peter Williams’s proposals, the Board agreed to support IW’s recommendation.

1. **Acting CEO Report February 2020:** Prior to the meeting, MF had distributed a copy of his Board report. Points of discussion included:

**8.1.** Gavin Chilton, Systems and Development officer had resigned and will be leaving the Company on 20th March. No decision had yet been made with regards replacing this role. HM said that Glamorgan were in the process of recruiting new members of staff covering similar duties to that which had been performed by Gavin and offered their services on a sharing basis. LH thanked HM and said that she would consider this offer when deciding on the structure of any replacement role within Cricket Wales.

**8.2.** MF reported that Sport Wales had decided there would be no reduction in the level of funding given to Cricket Wales. This is very good news as we had been budgeting for at least a 5% budget reduction for 2020-2021.

**8.3.** MF advised the meeting that the website had been significantly updated and any feedback from Board members would be very welcome.

1. **Progress on the Joint Strategy:**

**9.1.** County Partnership Agreement Presentation**:** Prior to the meeting, LH had distributed a copy of the latest version of the “Inspiring Generations in Wales” document which will be presented to the ECB on Thursday 5th March. LH said the presentation will last about 45 minutes with input from both organisations. The Cricket Wales representatives will be LH, RJ, MF, JOA and CJ.

**9.1.1.** RJ asked TM whether he was in a position to give any pointers as regards what the ECB would like to hear. TM said that there had only been two presentations to-date, from Yorkshire and Sussex and both sessions had lasted approximately 3 hours. TM said that the ECB would be looking for the following:

* They would like to understand the scale of our ambition and what help we require.
* What we could do if additional funds became available.
* That we understand the landscape and how it is changing within our area.
* They will want to know how you will monitor the plan and obtain feedback on a day to day basis.

LH asked what he meant by “additional funding”? TM said that after 2 years, the ECB may look to see which region can achieve more with a little more help, particularly with regards the Women & Girls and Schools programmes.

**9.1.2.** HM asked, having read the document, what did TM think was our “soft underbelly” ? TM said that the Cricket Wales plan was much more detailed than the English counties he worked with. He believed that the soft underbelly was the fact that Wales itself was misunderstood by the people in England. MF said that we have tried to emphasise how different Wales is within the presentation. TM said that the political dynamic in Wales is not understood. It has be Labour led for 20 years which means a different approach to that in England. Demographical issues are also difficult to understand with the underlying viewpoint that ‘decisions in Cardiff are made for Cardiff’. SP said that we must emphasise the opportunities these differences can bring.

**9.2.** KPI’s: Prior to the meeting MF distributed a copy of a document outlining the joint KPI’s of both organisations and how these will be achieved. He explained that each KPI had both a ‘reasonable goal and a stretch goal’ –eg- obtain a presence in every primary school in Wales. This currently stands at a two fifths presence.

**9.3.** Facility Strategy: MF we must identify what funds will become available and when and then produce an action plan identifying where to use this money. He said we should provide a flow chart for clubs to aid their decision-making when applying for grant-aid schemes. LH agreed, emphasising that County Grants from the ECB must be spent fully and wisely and so it is imperative that the correct clubs are applying for these funds.

1. **ECB Board Meeting in Wales:**

**10.1.** MF advised the meeting that the Meeting was scheduled for 21st April with attendees also attending functions in Cardiff during the previous day. On the evening of the 20th April, there will be a dinner held at the Senedd which involve a number of speakers covering specific agenda items. The meeting will be attended by The First Minister, The Health Minister and the Deputy Minister of Sport. All Cricket Wales / Glamorgan CCC Board members are welcome to attend.

**10.2.** MT also advised that on the same day, 21st April, a Cricket Wales team was playing against the MCC at Lord’s. There were 10 places available and it was agreed that RJ would liaise with regards attendees.

**Action: RJ to liaise interested parties with regards attendance at the game.**

1. **Operational Updates:** MT and MF gave a presentation on the progress to date under the following headings:
* Junior Programmes
* Filming and CPD bits
* National Counties
* Disability

 **11.1**. With regards to the Pathway, MT reported that the re-structure of cricket in North Wales had gone very well. His one concern was that he had been advised that Glamorgan CCC would not be covering long distance travel costs to training sessions for the North Wales players or for Welsh team away games for all players. In the past, Cricket Wales had contributed to these costs and MT said this was potentially a very sensitive issue. HM said that he was not aware of this, and he would speak to his Pathway team and discuss further with LH.

**Action: HM to discuss parent expense claim issue with LH**

**11.2.** HM said that, now that the Wales Minor Counties team was coming under the control of Cricket Wales, what transfer of assets and liabilities did that entail? In his response, CJ explained that there were reserves of approximately £21k and any decision with regard to utilising these funds would not be taken until its final accounts had been completed and audited at its year-end 31st December 2020.

**11.3**. In the light of the new Pathway contract, RJ stressed the importance of effective lines of communication between the two organisations and parents, players etc.

**11.4**. On the question of asset transfers to local authorities, MF reported that the on-going situation with Bridgend CBC had improved considerably with the Council adopting a much more conciliatory approach to discussions.

**11.5.** With regard to the recent nationwide floods, TM reported that Sport England had been very quick to respond with offers of help, but the same could not be said of Sport Wales. LH said she had been in contact with Sport Wales’s Acting CEO to clarify their response, which is still being considered.

**11.6.** SW enquired as to what was being done to encourage Under 9 players to move onto the next level through club cricket as she felt it was only the larger more successful clubs that were benefitting from the All Stars programme. MF said that the clubs that had really benefitted were those who had identified the better players from these programmes and integrated them into the club environment. In addition, many clubs have started new sections on the back of All Stars Cricket. SW suggested that perhaps the less fashionable clubs could be provided with tips and advice as to bridge that gap between All Stars and club cricket.

**Action: MF to produce a check list aid for clubs.**

**12. EDI Group:**

**12.1.** MF advised themeeting that he and JOA were in the process of finalising the EDI Group & Equality Standards for Sport Re Accreditation – Intermediate accreditation before sign-off before tomorrow’s deadline

**12.2.** JOA said she had met with Ali Abdi at this week’s BAME meeting and while pleased with the excellent progress to date, they had identified areas for improvement.

**12.3.** JOA also praised the progress being made by Gabby Basketter on the Wicketz project in two deprived areas of South Wales which should be communicated to ECB. RJ agreed stressing that social cohesion is a very powerful story and will be included in presentation to ECB. TM added that we should also point out what more could be achieved with additional funding.

**13. Junior Council:** MT reported that he will be attending a meeting at Ynystawe CC on 5th March to discuss the re-structuring of the two South West regions and part of the discussions will be how the Junior Council will operate under this new structure. AM said that the Junior Council will still have a role to play within the new structure.

**14. Finance Report:** Prior to the meeting, CJ distributed copies of the Management Accounts for the 9 months to 31st December 2019.

**14.1.** The accounts reported a profit of £29k for the nine months, but CJ expected the year-end in March to show a small deficit as per the budget (£3k).

**14.2.** CJ said he was very pleased withthe news that Sport Wales was not cutting the funding for the coming financial year 2020-2021. However, he was concerned with the proposed revised funding basis for subsequent years. The proposals involve 3 criteria; an initial capability framework (governance etc) which sets the parameters of the maximum amount of funding an organisation can receive, a larger ‘pot’ based on a participation ‘score’, and a smaller ‘pot’ based on a performance ‘score’. The participation element will be based primarily on School Sport Survey data (which asks in which sports 9-16 year olds have participated in the last 4 weeks, and sports in which they would like to participate more). The performance element will pick up part of this participation score (40%) but 60% is also based on medal success in Olympic/Paralympic and Commonwealth Games – in which we cannot currently register any score, which we have flagged as a serious concern.

**14.3.** CJ advised the meeting that the final budget for the year 2020-2021 would be presented at the next Board meeting.

**15. Governance Summary Plan**:

**15.1.** Prior to the meeting, a paper was distributed which summarised the governance aspects of Cricket Wales. The paper explained the dual governance evidence requirements from our two main funders, Sport Wales and the England and Wales Cricket Board. While a degree of overlap in the two requirements was noted, in the paper’s first iteration it was considered wise to demonstrate the full range of partner expectations (appendices) with a summary of priority work at the front. The Sport Wales governance self-assurance has been in place for some time and reasonably well developed.

**15.2.** MF said that the Sport Wales funding criteria includes a governance element and the ECB is also moving in that direction. He therefore felt that Governance should become an agenda item concentrating on a different area each meeting. LH proposed that while management would monitor this document on a monthly basis, it should only be presented to the Board every six months.

**15.3.** RJ advised the meeting that JOA had expressed an interest in the position of Senior Director. RJ proposed that the meeting approve this appointment. The proposal was unanimously passed.

**16. Sub Committees:** RJ reported that there was nothing to add to the document distributed prior to the meeting.

**17. Dates of the 2020 meetings:**

* 1. 10.30am – 3-30pm Thursday 28th May 2020
	2. 10.30am – 3-30pm Tuesday 28th July 2020
	3. 10-00am Sunday 20th September 2020 – Junior and Senior Councils and AGM
	4. 10.30am – 3-30pm Thursday 3rd December 2020

**18. Any Other Business:**

**18.1.** LH said she would like to take the opportunity to thank Peter Hybart, KL and especially MF for their assistance in helping her settle into her new role.

 **The meeting closed at 1-30pm**

SIGNED: Rod Jones……………………………………………………………….. Date: 28th May 2020……………………………………..