



**MINUTES OF A CRICKET WALES BOARD MEETING HELD AT 10-30am ON THURSDAY 6<sup>TH</sup> DECEMBER 2018**

**AT THE SOPHIA GARDENS CARDIFF STADIUM**

**Present: Rod Jones(RJ) (Chair); Tony Moss(AM); Sue Phelps (SP); Jennifer Owen Adams(JOA) ; Peter Hybart(PH) (CEO); Colin John(CJ); Kerry Lloyd(KL); Mark Frost(MF); Ieuan Watkins (IW); Tariq Awan(TA); Richard Penney(RP); Jeff Bird (JRB); Paul Miller (PM); Huw Morgan (DHM); Tim Masters (TM); Matt Thompson (MT):**

- 1. Welcome and Apologies for absence:** Acting Chair JOA welcomed everyone to the meeting especially Sue Phelps (SP) who was attending her first Cricket Wales Board meeting as a director. Apologies for absence were received from Hugh Morris and Maxine Rhodes. **Tim Nicholls (TN)** attended part of the meeting relating to the Facility Strategy Project Board.
- 2. Election of Chair and Vice Chair:** JOA informed the meeting that there had been one expression of interest in the position of Chair of Cricket Wales, Rod Jones and one in the position of Vice Chair, Jeff Bird. The meeting unanimously agreed their appointments.

RJ thanked the Board for his re-election to Chair and extended his congratulations to Jeff Bird, Tony Moss and Sue Phelps on their appointments. JRB thanked the meeting for their support and outlined his commitment to the recreational game.

- 3. Declaration of Interests:** None.
- 4. Minutes:** The minutes of the September 3<sup>rd</sup> 2018 Board meeting (distributed previously) were accepted as a true record and were signed accordingly by the Chair.
- 5. Matters arising:**

**5.1 Financial Hardship Cases:** MT advised the meeting that only two families had been identified as hardship cases with regard to paying for the Pathway programme. JOA said that there was a need to raise the profile among the Pathway families so that there is an awareness of the help available to low income families. Due to the reluctance of some parents to make us aware of their difficulties, MT highlighted the difficulty in identifying families in need of financial assistance. It was difficult to decide a basis of identifying such cases, whether it be by those receiving free school meals or by postcode or some other criteria. The new Cricket Foundation Wales could be a source of financial assistance should its fund-raising activities be successful.

**5.2. Mid Wales Funding:** PH said that funds currently held by the Mid Wales Region would be transferred back to Cricket Wales and used to support staff and provide resources in that Region.

**Action: PH to organise transfer of funds back to Cricket Wales and progress their investment back into the area in conjunction with Cricket Wales staff and local volunteers.**

**5.3. Cricket Wales Governance:** PH said that the new committee, chaired by JRB was in the process of prioritising the recommendations of the report produced by Amanda Bennett ahead of its first meeting on 12<sup>th</sup> December. RJ said that the meeting minutes of this new committee should be made available to the Board.

**Action: Minutes of the Governance Committee meetings to be shared with Cricket Wales Board (PH)**

**5.4. Staff Complaint:** PH advised the meeting that a financial settlement had been agreed with the member of staff via ACAS based on a 3 month notice period taking effect immediately. RP said that, in future, we should ensure we confirm references when appointing new staff members. IW reiterated that this was essential from a safeguarding point of view. PH agreed, stating that there are lessons to be learnt from this case even though he believed that the management team had acted appropriately throughout the process.

**6. Child Welfare:** IW presented his Board report as follows:

**6.1. Welfare Team:** Tom Dowsell has joined the Welfare Team working alongside Derek Picken in the South East Wales Cricket League. Heather Johns has stepped down from the Mid Glamorgan Region; she has been replaced by a very willing volunteer in Peter Williams, known to many through his significant work with the ACO. A very warm welcome to Tom and Peter and significant thanks to Heather for her work over several years.

**6.2. Case Management:** No suspensions since the last Board meeting although a number of safeguarding/child protection cases remain 'live'. One matter has proved particularly time-consuming; this matter will be subject of an external panel review in due course.

**6.3. Festivals:** The ECB continue to review processes and procedure; Steve Watkins (CW Competitions Organiser) and IW sit on the ECB review team. The financial/training implications for regions sending children on overnight stays is still in discussion.

**6.4. Training:** The Cricket Wales devised combined Safe Hands and Safeguarding Course has been run successfully throughout Wales and will continue at its subsidised rate. We maintain the commitment that every club will have the opportunity to become compliant with minimum standards. Cricket Wales Board training will also follow in due course.

**6.5. DBS:** The switch to online DBS checks has been revolutionary, since its launch just over a year ago, we have seen over 1000 DBS applications and 250 verifiers authorised in Wales. This is fantastic progress.

**6.6. Strategically:** The ECB are conducting a review of safeguarding procedures; this is a root and branch review of safeguarding structures. We should expect much closer scrutiny at operational level with greater expectations for compliance. We would be naïve to believe that compliance will not be linked to financial investment in Welsh cricket in future.

**6.7. Child Voice:** It is recognised best practice for the voice of the child within our structure to be heard and listened to. This is an expectation of the NSPCC, CPSU and Sport Wales. IW will make future recommendations to the Board in this important area following further discussion with the staffing team. Comments or observations from the Board were invited offline.

**6.8. Coach Accreditation:** Opportunities are being explored to identify a coach 'licencing' scheme. This would be operated centrally and allow transparency within our game as to which coaches are properly qualified (with coaching qualification, first aid, safeguarding training and of course up to date DBS). The system would be easily updated, visible and potentially free at operational level.

**6.9. Adults at Risk:** Ieuan has met and discussed safeguarding measures with Les Randall regarding the Disability Team's forthcoming overseas Tour. Strategically Cricket Wales have no Adults at Risk policy or procedures; these are being developed through work with Sport Wales and The Ann Craft Trust. A more detailed Board update will follow in due course.

**7. CEO Report:** PH distributed his report prior to the meeting.

**7.1. The ECB County Partnership Agreement (CPA) in Wales:** PH's report outlined the reasons why over the past 6 months, it had become increasingly clear that the ECB CPA in Wales requires a unique solution. However, it was proving very difficult to gain that recognition from either the ECB or Glamorgan CC. Therefore, prior to the November meeting with ECB (which was also attended by Sport Wales), a paper was presented to both these organisations (Glamorgan CC having seen a draft prior to submission to ECB) with the intention of it leading to further discussions that enable everyone's understanding of a complex situation to develop further. PH and RJ said that the meeting was very challenging as it appeared that both organisations were suspicious as to our motives. Efforts were made to reassure them, as we will when further discussions commence in January.

**7.1.2.** TM commented on his frustration at not being involved in the discussions to date as he would have been able to try and convince the ECB of the unique set of circumstances that exist in Wales. RP agreed and asked why TM had not been invited to attend the November meeting. TM replied that this had been a conscious decision by ECB not to involve Regional management. RJ said that he would raise this matter with Jim Wood.

**7.1.3.** JRB said that he didn't believe the Glamorgan CC hierarchy had given much thought to how it's relationship with Cricket Wales is progressing and felt that they needed to make more effort to engage in the process.

**7.1.4.** In response to a query from JOA regarding the next steps, PH said that, the short term priority is roles and responsibilities within the ECB CPA in Wales, with the medium term issue being the nature of our relationship with the ECB and Glamorgan. An update will be provided to the March Board. JOA asked whether we are at risk of losing ECB funding through the CPA? PH replied that we must ensure that this is not the case even though it may mean putting some issues on the back burner to avoid disrupting the CPA process.

**7.1.5.** PM said that he did not think we should pursue the constitutional issues with the ECB for fear of upsetting, what he believes, is a good working relationship. RJ replied that he was conscious of the potential consequences of certain discussion points and would do his best to ensure discussions are conducted as constructively as possible.

**7.2. Semi Professional Women's Team:** PH informed the meeting that, depending on the funding available the ECB plan to create eight women's teams as part of 'The Hundred' (which will include overseas players), and ten semi-professional women's teams as the pinnacle of domestic cricket

feeding the England team. Each of the ten teams will be fed by an Academy and County Age Group cricket but there will be no senior women's county cricket. PH said that the opportunity for one of the ten teams to be based in Wales is attractive and something we should aspire to. Again, roles and responsibilities between Cricket Wales and Glamorgan need to be determined with a potential joint bid to be made to the ECB in the first six months of 2019. More detail will be presented to the March or May Board meeting. RJ said that this issue should be included on the agenda of the next WCSG meeting.

**Action: Semi Professional Women's Team to be included on WCSG agenda (RJ)**

**7.3. Junior Summer Rugby:** PH advised the meeting that a meeting with the Chair, CEO and Participation Lead of the WRU (supported by Glamorgan), was held in November at which concerns were expressed regarding the potential impact on cricket of junior summer rugby. A commitment was made to run a joint rugby and cricket project as part of the WRU's 2019 pilot and for there not to be a detrimental impact on either sport. PH expressed his thanks to Glamorgan for the important support at the meeting.

**7.4. Welsh Sports Awards:** On behalf of the Board, PH congratulated Gareth Lanegan from Dolgellau CC on winning the BBC Wales /Sport Wales Volunteer of the Year award. RJ said that we should send Gareth a letter congratulating him on his award.

**Action: Letter of congratulations to be sent to Gareth Lanegan. (PH)**

**7.5. Female Board Representation:** PH advised the meeting that Sport Wales are challenging all NGB's in Wales to have at least 40% women (or men), on their Boards by 2020. This will inform the future work of the Cricket Wales Nominations Panel. RJ said that we should strive to have a pipeline of women coming through the recreational game by appointments being made at club and league committee levels. We need to be seen to be active in encouraging clubs and leagues to involve women on their committees.

**7.6. Les Smith:** PH advised the meeting that Len Smith would be retiring in December.

**Action: Letter of thanks to be sent to Len Smith. (PH)**

**8. Cricket Update Presentation:** MF and MT presented a power point presentation outlining the progress made on various initiatives to date.

**8.1.** MF presented a power point presentation of the progress to date of achieving the objective of introducing more people to the power of cricket. The presentation centred on:

- Marketing and communications (introducing the game through schools)
- Workforce
- High quality experiences (e.g. Women & Girls; New Junior Formats, Diversity Plan Funding)

**8.2.** MT gave a short presentation on how the Pathway Programme was developing and an update on how the new Regional Performance Centres were progressing. CJ asked whether there had been many challenges to the new programme at the recent Road-Show events? MT said that once the value for money aspect had been explained in detail, many of the initial concerns had been alleviated.

**8.2.1.** AM said that the implementation of the Pathway in North Wales had gone much better than had been expected due to the hard work and professional approach of MT and his team. JRB said he

had been encouraged by how difficult issues experienced in past programmes had been overcome in the current programme.

**8.2.2.** MT said that his biggest concern going forward was the financial aspect of the programme as he expects the net cost of the programme to go over budget due to a smaller number of participants than planned. However, he did not want the success of the programme to be dependent upon the number of participants as this could impact on the quality of the coaching delivery.

**8.3.** RJ commended both MF and MT on the achievements to date of their teams throughout Wales.

- 9. Finance Report:** CJ distributed a copy of the Income & Expenditure Account and Balance Sheet for the 6 months to 30<sup>th</sup> September. CJ advised the meeting that the Finance & Remuneration Committee had met immediately prior to this meeting to review the accounts and budget in detail.

**8.1.** CJ reported that Income and Overheads were in line with the budget forecast while direct expenses were £19k over budget due mainly to an overspend on the Welsh Age Groups. His forecast for the year end results in March 2019 were that income would be down on budget by £40k, direct expenses and overheads would be below budget by £32k and £6k respectively giving a neutral effect on the net result. The increased deficit on the Pathway could therefore be managed.

**8.2.** MT asked whether there was a possibility of increased sponsorship in the near future. PH replied that he was working closely with Glamorgan CC in attempting to achieve increased joint sponsorship deals. However, if this approach was unsuccessful, we may have to reconsider our approach.

- 10. 2019 Sub-Committee Membership:** PH distributed a paper requesting the Board approve membership listings for a number of Sub-Committees. All were duly approved.

**10.1.** RJ said that in selecting membership for the various sub-committees, we had tried to match the individual's skill set with the requirements of the appropriate sub-committee.

**10.2.** The meeting acknowledged the fantastic contribution to Welsh cricket made over many years by Malcolm Price following his resignation as Chair of the Junior Council.

**Action: Letter of thanks to be sent to Malcolm Price. (PH)**

- 11. Facility Strategy and Asset Transfer Support:** PH welcomed Tim Nicholls (TN) to the meeting.

**11.1.** PH advised the meeting that, at the Wales Cricket Steering Group meeting on the 18 October 2018, it was agreed to the establishment of a Wales Cricket Facility Strategy Project Board to develop and manage the development of a pan Wales Cricket Facility Strategy (2020-2030), on behalf of Glamorgan County Cricket Club and Cricket Wales. TN would provide external consultancy expertise to the Board while PM would be Cricket Wales's representative on that Board together with PH.

**11.2.** TN explained that the Project Board would report back to the WCSG and will have its first meeting before Christmas. Proposed Terms of Reference were distributed to the meeting. TN advised that the Project Board is established as a 'Task and Finish' group with a target date of

completing the Wales Cricket Facility Strategy work by the end of 2019. The strategy will span 2020-2030.

**11.3.** In response to a query from AM, PH said that he hoped there would be no financial implications for Cricket Wales, but there may be need for a contingency plan whereby we may have to ask Sport Wales and ECB if we can use some of our existing funds for this important piece of work.

**11.4.** In response to another query from AM, RJ explained that although the Project Board was reporting to the WCSG, all major decisions would have to be ratified by the Boards of Cricket Wales and Glamorgan. RJ also pointed out that membership of the WCSG included representatives from the Boards of both organisations.

**11.5.** TN said that he would like the meeting to endorse the Terms of Reference in order that work can commence to ensure we have a strategy in place to be able to pitch for the funds when they become available in 2020. The meeting ratified the Terms of Reference.

**11.6.** On the question of Asset Transfer, TN explained that he would be working with clubs and local authorities to discuss their options. He would also be talking to WRU and FAW about the possibility of joint working in this area. PH emphasised that this assistance would be available to all clubs throughout Wales.

**11.7.** PM said that many clubs were struggling with the financial aspect of an Asset Transfer scenario due to the cost of surveys and legal fees and therefore asked if there were funds available to assist clubs and, if not, this was something that should be considered otherwise some clubs may not be able to afford to proceed. PH agreed that this was a matter for consideration.

**12. Dates of 2018 Meetings:**

- a. 10.30am Friday 1<sup>st</sup> March 2019
- b. 3.30pm Thursday 16<sup>th</sup> May 2019
- c. 3.30pm Thursday 11<sup>th</sup> July 2019
- d. 10.30am Monday 2<sup>nd</sup> September 2019
- e. 10.00am Sunday 29<sup>th</sup> September 2019 – Junior & Senior Councils and AGM
- f. 10.00am Thursday 5<sup>th</sup> December 2019

**13. Any Other Business: None**

**The meeting closed at 1-00pm**

SIGNED: ..... Date:.....