

Minutes of the meeting of the directors of Volleyball WA
Held at 180 Charles Street, West Perth
on Monday 12 September, 2022

Present: President - Ian Phipps (IP), Ruth Gibbons (RG), Michelle Hort (MHo), Robyn Kuhl (RK),
Virtual Attendance via Zoom: Rachael Funch (RF), Matt Hodge (MH), Ben Mc Robb (BM), Beth Morris (BMo)

Apologies: Darren Beltman (DB)

Welcome: VWA Staff – Michelle Hilbrands (Discover Volleyball – Social & All Abilities) and Chris Lloyd (Schools & Juniors) – Section 1.2 only. Kate Walker (VA Integrity Manager) – Section 3.1 only.

Summary of Actions

ITEM	ACTION	ACTION BY
2.3	The outstanding items from the previous meeting – 13 June 2022 to be addressed; <ul style="list-style-type: none"> Ongoing Risk Management Plan Updates VWA Patron Sub-Committee Meeting Formal Induction Process documented 	BM / RK IP IP / RK
3.4	Updates regarding the Risk Management Plan to be provided at the next meeting. The Pathways priority of the VWA Strategic Plan to be discussed at the next VWA Board meeting.	BM / RK
3.5	Updates regarding the VWA Advocacy Plan to be provided at the next meeting.	DB/RF/IP
5.1	VWA Board Feedback to be provided to VA – Participation Plan and Revenue Investment.	RK/IP
7.3	IP to provide a proforma loan agreement	IP
7.5	The 2023 draft budget to be provided to the November Board meeting	RK/MH

Minutes

AGENDA	AGENDA TOPIC	ACTION
1.0	OPENING AND PRELIMINARIES 1.1 Welcome and Apologies The President opened the meeting at 6.05pm. 1.2 Welcome and Induction IP welcomed Michelle Hilbrands and Chris Lloyd to the meeting and to the VWA Staff team.	
2.0	DECLARATION OF CONFLICTS 2.1 Declaration of conflicts, competing interest and confidentiality. No further declarations were provided at the meeting. MINUTES FOR APPROVAL 2.2 Confirmation of Minutes The meeting discussed the Minutes of the VWA Board meeting of 8 August, 2022. Resolution That the minutes of the meeting of the Board of Directors of VWA held on 8 August, 2022 be confirmed as a true and accurate record. Carried: Unanimously.	

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	<p>2.3 Actions of the previous meetings</p> <p>The following actions from the previous meeting held on 13 June, 2022 are outstanding;</p> <ul style="list-style-type: none"> • Ongoing Risk Management Plan Updates (BM / RK) • VWA Patron Sub-Committee Meeting (IP) • Formal Induction Process documented (IP / RK). <p>All other Actions have been completed and / or included on the agenda for this meeting.</p>	
3.0	<p>SIA NIF FRAMEWORK</p> <p>3.1 Sport Integrity Australia – National Integrity Framework (NIF) Kate Walker (Volleyball Australia Integrity Manager) attended the meeting and provided an overview regarding the NIF.</p> <p>3.2 NIF Overview document The VWA Board accepted the document as tabled at the meeting.</p> <p>3.3 VWA Policies After discussion the VWA Board adopted the following NIF Policies;</p> <ul style="list-style-type: none"> • Improper Use of Drugs and Medicine Policy • Competition Manipulation and Sports Wagering Policy <p>The VWA Board also noted the following documents as tabled at the meeting;</p> <ul style="list-style-type: none"> • Livestreaming Sporting Events Fact Sheet • Data Scouts at Australian Sporting Events Fact Sheet <p>VWA BOARD RISK MANAGEMENT</p> <p>3.4 VWA Board Risk Management Plan Given the time constraints of the meeting the VWA Board noted that the discussion regarding the Pathways priority of the VWA Strategic Plan would be discussed at the next VWA Board meeting in November. It was noted that further work on the overall Risk Management Plan was ongoing.</p> <p>3.5 VWA Board Risk Advocacy Plan The VWA Board Advocacy Plan Sub-Committee noted that they had not had a meeting since the August Board meeting. It was agreed that any updates would be provided as further Sub-Committee meetings are held.</p>	<p>BM / RK</p> <p>IP, DB & RF</p>
4.0	<p>BUSINESS FOR DECISION / RATIFICATION</p> <p>4.1 CEO Discussion Items The VWA Board noted the report as tabled.</p> <p>4.2 Club Ratification 2022 The following Clubs and Associations have completed their 2022 Affiliation documentation and made payments (if applicable):</p> <p>Platinum Affiliation (1) Apex Volleyball Club Silver Affiliation (1) Heathridge Primary School</p>	

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	<p>Resolution The Board resolved to ratify the clubs as listed. Carried: Unanimously.</p> <p>4.3 VWA Committees and Working Groups Terms of Reference (TOR's) The Board approved the following TOR;</p> <ul style="list-style-type: none"> • VWA Audit Committee <p>Resolution The Board resolved to approve the one Committee / Working Group Terms of Reference as tabled at the meeting. Carried: Unanimously</p> <p>4.4 VWA 2023 Planning The VWA Board approved the following planning dates for 2023;</p> <ul style="list-style-type: none"> • VWA AGM and Clubs Conference = 20 May, 2023 • VWA Annual Dinner = 20 October, 2023 • VWA Board Meetings = 13 February, 13 March, 17 April, 12 June, 10 July, 14 August, 11 September, 13 November, 11 December 	
5.0	<p>BUSINESS FOR DISCUSSION</p> <p>5.1 Volleyball Australia (VA) Meetings – Participation Plan and Investment Plan and President's meeting. The VWA Board noted the feedback that had been provided from VA in relation to the meeting held between VA and VWA on the 31 August, 2022. The VWA Board also noted the feedback as had been provided by the VWA Staff team.</p> <p>After lengthy discussion the VWA Board provided their priority feedback points to VA Plans;</p> <ul style="list-style-type: none"> • The VWA Board remains supportive of a National Participation Plan and a collective investment process being adopted for the entire sport. • The VWA Board are concerned that no flat (tiered – small / medium / large) financial structures were provided as was requested and as we advised you already had the support amongst most States. • The VWA Board indicated that they would not accept a financial structure that involved VWA being penalised for being successful in our endeavours to capture both new members and the many participants that are involved in playing volleyball, including Indoor Beach volleyballers and Public Open Spaces participants. Whilst the overall sport is not aligned on what data is captured collectively Australia-wide it is the view of the VWA Board that this makes it impossible to measure 'apples with apples' and thus a tiered system (small / medium / large) for financial payments is the fairest and only 	

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	<p>mechanism for all the States and Territories to be measured at this point in time.</p> <p>In addition the following was noted;</p> <ul style="list-style-type: none"> ○ WA has a higher inflation rate than the rest of Australia. This needs to be acknowledged as an additional cost burden on VWA. The position of the Board regarding the flat tier charge structure mitigates the differences. ○ Current strategic plan forecasts have VWA making losses for the coming years already as we continue to heavily invest in the Sport in WA. If funds are instead to be allocated to VA it will be very important, especially in the early phases of the Sports Charter rollout, that revenue accretive aspects and or cost efficiency savings from the centralisation process can be secured and pursued as a priority. ○ There was a general feeling that VWA is well advanced in many areas when compared to many of the other States – there was perception, supported by yourselves that other States will derive more benefit than WA, especially in the early stages of the proposed program. The position of the Board regards flat tier charge structure as a minimum is further justified accordingly. ○ There was major concern that funds being diverted to VA rather than direct investment into the advanced aspects of the VWA Strategic plan would slow down progress and limit growth in WA. It will be crucial that VA delivers on the actions and timeframes agreed. ○ Joint projects, for example the current Education / Sporting School programs provide income to both VA and the States and Territories, these projects and the revenue sharing components need to be clearly articulated in the Sports Charter, and those States that bring a higher volume of sales need to be recognised for their work in the obtaining increased income for both VA and their State. It will be extremely important that any centrally run revenue generating activity allows for full recognition of State based contribution by its members. ○ In addition to the above point the question was asked if revenue generation including / similar to the above would be considered as an “offset” against overall contributions being made. Again, States and Territories who get on board and push will indirectly benefit not having to find more when the member base is already paying towards the program via another direct centrally run mechanism. ○ There was an observation made that the current financial models presented assumed a ramp up toward the desired target of circular \$620k collectively. There appeared to be no recognition of what needs to be done once a centralised model transitions from a “build it” phase to a “running it” phase – the “build” versus “running” phase should be vastly 	

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	<p>different in cost profiles over time if efficiencies are being achieved from a centralised model of delivery.</p> <ul style="list-style-type: none"> ○ The Sports Charter should include provisions for revenue sharing and cost efficiencies. All this needs to be clearly articulated and measurable to address the above points. ○ Pending increases by the States and Territories in data collection, the annual financial amounts required from each state would need to be potentially adjusted. ○ The annual increases currently indicated are reviewed annually and adjusted pending growth, non-delivery, completed delivery, efficiencies delivered and the like. ○ Agreement that the annual increase is subject to the annual acceptance by the States and Territories. Funding for a four year program must be conditional upon VA performing and delivering. It can not be guaranteed if this is not the case. ○ The Sports charter and VA ultimately need to prove that they are more capable of investing the funds being requested than could be done at State level. The collective pooling of funds should allow all States & Territories to access in theory more advanced technology and platforms of delivery (in an accelerated roll out fashion) that they otherwise could not afford themselves individually. Alternatively, the centralised resource should mean engagement of equivalent resource at State / Territory level is not required – cost efficiency is then secured as a result. <ul style="list-style-type: none"> • The VWA Board strongly support that there should be a Sports Charter, although raised concerns about this being developed solely by the collective ED's group. Whilst they agreed that the decisions about the priorities (already provided, commencing with Spikezone), the KPI's, milestones, success measures and annual review processes, fall within the remit of the ED's, ultimately the investment decision rests with the respective Boards. There was strong consensus that the Sports Charter should be a legal document which clearly indicates roles, responsibilities, what happens if either VA or one of the States / Territories does not deliver on one of their milestones / success measures and the like. The VWA Board also believe is it essential that this document includes; <ul style="list-style-type: none"> ○ Who from the VA Board is championing / overseeing this project. ○ That the roll-out supported by appropriate and skilled VA Management staff or alternatively, VA recognises that some States maybe in a position to provide the National resource already, decentralised, cooperative, mutually agreed sharing of said resource is negotiated accordingly. ○ What revenue / benefits VA is getting from SportAUS. What exactly is the deal on this front ? ○ What efficiencies are going to be provided by the centralised services. This needs to be codified and measurable. ○ That the events portfolio is not going to be allocated funding from the Participation Plan activities. All funding, including 	

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	<p>that in kind from SPortAUS must be quarantined for exclusive use of the Sports Charter program .</p> <p>The VWA Board requested the RK and IP forward this feedback to VA.</p>	<p>RK / IP to provide the feedback to VA</p>
6.0	<p>BUSINESS FOR NOTING</p> <p>6.1 VWA 2022+ Patron</p> <p>The VWA Board noted that at this stage no meeting has as yet been convened.</p>	<p>IP / VWA Board Patron Sub-Committee to discuss.</p>
7.0	<p>FINANCIAL REPORT</p> <p>7.1 Financial reports as presented.</p> <p>MH distributed the Financial Reports and comments via email circular.</p> <p>Resolution</p> <p>The Board resolved to adopt the financials as circulated.</p> <p>Carried: Unanimously</p> <p>7.2 DLGSC Grants</p> <p>RK noted that VWA had received confirmation of approval for the following two DLGSC grant applications;</p> <ul style="list-style-type: none"> Regional Funding 2022 / 2023 - \$60,000 IIP (Annual) Funding 2022 / 2023 - \$250,000 <p>7.3 Murdoch University VC Payment Plan</p> <p>RK noted that the Payment Plan for Murdoch University VC was currently on schedule.</p> <p>The VWA Board also discussed the concept of a 'Loan' of funds for a Club to assist with their finances until further revenue was able to raised. It was agreed that this would be possible, but would need to be a formal agreement / contract between the Club and VWA. It was agreed that IP would provide a proforma documentation for this type of agreement.</p> <p>7.4 Grant payments received</p> <p>RK noted that the following instalment payments have been received;</p> <ul style="list-style-type: none"> Healthway Year One Funding Report 2021 / 2022 – Instalment #3 Healthway Year Two Funding 2022 / 2023 – Instalment #1 <p>7.4 2023 Budget</p> <p>After discussion the VWA Board agreed to the following increases for the 2023 budgets;</p> <ul style="list-style-type: none"> CPI increase = 8 % Salary increase = 4.6% <p>RK noted that the initial draft 2023 budget would be provided at the November Board meeting.</p>	<p>IP to provide a proforma agreement.</p> <p>Draft 2023 Budget to be tabled at the November Board meeting.</p>

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8.0	VWA OPERATIONAL REPORT 8.1 CEO Report The Board noted the CEO Report as circulated. 8.2 Strategic Plan Report – Comparative Data The Board noted the report as circulated. 8.3 Places to Play Report The Board noted the report as circulated.	
9.0	SUB COMMITTEES 9.1 VWA Committee Meetings <ul style="list-style-type: none"> VWA Beach Committee Meeting (17 August) The VWA Board noted that this meeting had been cancelled. VWA High Performance Review Group Meeting (5 September) The VWA Board noted the verbal update provided by BMo/RK. Indoor Beach Volleyball Federation Meeting (7 September) The VWA Board noted the verbal update provided by RK. 	
10.0	GENERAL BUSINESS 10.1 WAIS Strategic Plan The VWA Board noted the plan as tabled at the meeting. 10.2 Venues West Strategic Plan and acceptance of volleyball as a ‘targeted’ sport The VWA Board noted the plan and letter of confirmation as tabled at the meeting. 10.3 Resignation of Beth Morris The VWA Board noted the resignation of Beth Morris from the VWA Board, with her final meeting to be the December 2022 Board meeting. The VWA Board thanked Beth for her commitment and support of the VWA Board.	
11.0	NEXT MEETING AND CLOSURE The President closed the meeting at 10.00pm. The next meeting will be held Monday 21 November, 2022 starting at 6pm.	