



2014 AGM & OGM AGENDAS

2014 Annual General Meeting of the England Touch Association

Venue: Twickenham, Whitton Rd, Twickenham TW2 7BA (Room # TBA)

Date: Saturday 6th December 2014, 10.00

Order of Business:

- 1 **Opening address and welcome** *5 mins*
- 2 **Apologies** *2 mins*
- 3 **Registration and accreditation of nominated delegates** *5 mins*
- 4 **Receive and consider the minutes of the previous AGM** *2 mins*

<http://bit.ly/1p12sFW>

- 5 **Directors Reports: Verbal summary. Written reports have been published as below.** *25 mins*

- President (GC)
- Vice President (MR)
- Technical Director (BP)
- Referee Director (SG)
- Governance Director (CH)

<http://bit.ly/1zC9rX3>

- 6 **Financial Report** *10 mins* (MA)
- 7 **Budgets for 2015** *10 mins* (MA)

8 Election of Officers of the Executive Committee: *10 mins*

- President - Standing: Gregg Cropper (GC)
- Vice President - Standing: Mike Roa (MR)
- Finance Director - Standing: Mike Abromowitz (MA)
- Governance Director - Standing: Carly Heselwood (CH)
- Technical Director - Standing: Ben Powell (BP)
- Referee Director - Standing: Shelley Grace (SG)

9 Appointment of non-executive posts: *10 mins*

- PR&Marketing - Standing: **Liane Farrar (LF)**
- Elite Coaching Director - Standing: Tim Osborne (TO)
- Development - Standing: **Ken Pollard (KP)**
- Tournaments Director - Standing: Kevin Hill (KH)
- Head of Medical Services - Standing: Cari Thorpe (CT)
- Membership / Affiliation - Standing: **Vicky Gaskell (VG)**

- Secretary - Standing: **Lois Lau (LL)**
- RFU Liaison - Standing: **Gary Lambert (GL)**
- Strategic Advisor - Standing: **Louaz Hofton (LH)**
- Schools Liaison - Standing: **Matt Thomas (MT)**

10 Membership and Insurance provision and proposal. See additional information provided. *20 mins*

A new membership and insurance structure is being proposed. Info is in this link:

Proposal – <http://bit.ly/1FJPpXU> (v1.1)

Benefits – <http://bit.ly/1B9AKLQ> (v6.0)

Members will be invited to cast their vote on this proposal.

The support of the ETA executive board and members is sought for the following proposals:

- A. Would members be in favour of changing the league affiliation charging structure for 2015.
- B. Would members be in favour of changing the club affiliation charging structure for 2015.
- C. Would members be in favour of changing the event affiliation charging structure for 2015.
- D. Would members be in favour of introducing an ‘Individual’ affiliation charging structure for 2015.
- E. Would members be in favour of introducing a ‘Referee’ affiliation charging structure for 2015.
- F. Would members be in favour of introducing a ‘Coach’ affiliation charging structure for 2015.
- G. Would members be in favour of introducing a ‘Medical’ affiliation charging structure for 2015.
- H. Would members be in favour of introducing a ‘Combined’ affiliation charging structure for 2015.
- I. Would members be in favour of introducing a ‘One off levy’ affiliation charging structure for 2015.

11 Constitution amendments

Vote on change to definition of ‘affiliated member’ as detailed in ‘tracked changes’.

<http://bit.ly/1wkaVqB>

- J. Would members be in favour of changing the league affiliation charging structure for 2015.

12 Update on current structure of ETA executive, elected post-holders and sub-committees: *2 mins*

<http://bit.ly/1uuu31O>

13 ETA Conflict of Interest declaration *2 mins*

<http://bit.ly/1u9FfgG>

14 Closure of meeting: *Approx 12.45*

Break – Refreshments provided by ETA

2014 AGM & OGM AGENDAS

OGM

Order of Business: *Approx start 13.00*

- 1 **Introduction by the Chairman / President** *2 mins*
- 2 **Apologies** *2 mins*
- 3 **Registration and accreditation of nominated delegates** *2 mins*
- 4 **Minutes of previous meeting / matters arising** *2 mins*
- 5 **Reports and Updates-** All non-exec Committee members: Verbal summary. *40 mins*
 - PR / Marketing (tbc)
 - High Performance (TO)
 - Medical (CT)
 - Membership (tbc)
 - Development (tbc)
 - Events (KH)
 - RFU Partnership Update (GC/GL)
 - Schools Development (PF/MT)

<http://bit.ly/1zC9rX3>

- 6 **General business:** *90 mins*

The following items are items submitted for discussion:

Governance Director - Carly Heselwood *45 mins (presentation 30 and Q&A 15)*

1. *Voluntary Code of Good Governance to the ETA structure.*

In order to sign-up to the Code we need to undertake the following steps:

- Discuss the Code at a Board meeting and achieve Board approval – Complete at 2012 AGM/OGM
- Include the Code as an objective in our Strategic Plan – GC and LH
- Select an individual in your organisation to take responsibility for the Code – CH to take a lead on this
- Confirm our commitment to working on implementing the Principles – CH to sign up

Further info here: <http://bit.ly/1AgNdNb>

Technical Director - Ben Powell *5 mins*

1. *Safeguarding- With the growing number of U18s participating in our sport, would it be possible for a safeguarding officer to be appointed to oversee appropriate safeguarding training for those working with U18s?*
2. *Nationals- I would like to discuss whether we (the ETA) can raise the profile of the Touch Nationals*

2014 AGM & OGM AGENDAS

ETA Disclosure Manager - Julia Kang 5 mins

1. *As Disclosure Manager, I would like to address that all clubs registered with the ETA provide a named person who either holds a current DBS form with a registered number, or intends to go through the online DBS system. This can be done at the AGM if correct documentation is brought. Please contact Julia@englandtouch.org.uk.*

Events Director - Kevin Hill 15 mins

1. *Split of NTS / CTS for 2015 and associated issues*
2. *NTS / CTS tournaments beyond 2015*

Wigan Touch - Steve Melling 5 mins

1. *NTS Venues*

Lincolnshire Touch – Mike Beard 5 mins

1. *Cts series*
2. *Hosting an event cts*
3. *Lincoln to be recognised as an official elite training facility, and signs for clubs to show community clubs*

Thames Valley Touch club & In2Touch - Maidenhead, Oxford, Reading - Sammie Phillips 5 mins

1. *Joined up thinking re tournament dates (ETA, RFU, clubs)*
2. *Promotion and support of Touch World Cup by RFU*
3. *Links and contacts to all clubs playing touch*

Halton Touch Club - Piula Tuiono 5 mins

1. *Promotion process from CTS to NTS 2*
2. *How many CTS tournaments will be played next year and the bidding to host process would be the same as the NTS*

Swiss Exiles Touch Club - Nick Gray 5 mins

1. *Coaching videos - getting access to Australia Touch's coaching video library and setting up something similar*

Schools Sub-Committee member - Matt Thomas 5 mins

1. *Youth/Schools Education Action Plan/ Review- Expectations and roles assigned to each member of the education panel*
2. *The contacts of teachers/ coaches in AUS and NZ to share ideas of good practice and past resources*

7 AOB 5 mins

End and Stadium Tour – Approx 15:00