

GRG Actions August 8th 2017



PRESENT
Held at Worcester Arena

GRG Members: Mark Quartermaine (MQ) Chairman of GRG, Sandra Deaton, (SD) Chairman of TTE, Sara Sutcliffe (SS) CEO, , Estyn Williams (EW) (Representative of Rule Committee)

Staff Jonathan Bruck (JB),

Apologies : Tony Catt (TC) Chairman of National Council

Agenda Item		Discussion	Decision/Action	Who	When
1	Introductions and actions of last meeting	EW was welcomed to the meeting			
2	Feedback and review of TOR and Timeline as published	<p>Inconsistency between IRP and GRG timeline spotted. Chair IRP to be appointed by October not September.</p> <p>The ToR were reviewed and it was key to refer back to them to keep the focus of IRG.</p> <p>The timeline was on track however the option was discussed of using a separate EGM rather than using the scheduled AGM to review results</p> <p>It was agreed we need to be clear in ongoing communication about the processes and timelines.</p>	Noted		
3	Chair of IRP recruitment/procurement	The process for procurement was discussed with the intention to have an independent chair appointed by 21 st October – date of next National Council. These were tight timelines.	Action – create action timeline around procurement to		

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		<p>The draft tender scope was discussed and a number of phases identified in respect of delivery</p> <p>Steps</p> <ul style="list-style-type: none"> • Finalise tender document - GRG • Publish for consultation for two weeks – in parallel to tender doc going out which will be subject to change based on consultation feedback • Publish tender document including draft independent review and scope (website and direct contact) for return within three weeks (Publish final version before end of tender deadline) • Consider amendments changes to tender following consultation • Interview and appoint independent chair 	<p>maximise chance of delivery.</p> <p>First action to issue tender</p>	<p>JB/SS</p>	<p>15/09</p>
4	Scope/TOR of IRP	<p>The make-up of the IRP needs to be skills based and limited to 5-6 core people with a mix of skills from both within and outside of Table Tennis</p> <p>The scope should be wide ranging which includes looking at aspects that impact articles, governance and regulations – all of which are inextricably linked and it is important to understand how a change in one aspect can impact another area.</p> <p>Phase 1 of the review would be root and branch review of the structure from top to bottom. It would be too narrow to focus only on certain parts of the structure. This review provides an opportunity to have a comprehensive look at all aspects.</p> <p>It was clear in discussing the draft scope that the review ‘a wide ranging and thorough review into the governance and structures of Table Tennis England to achieve a modernised, professional, transparent organisation that balances the need for democracy with volunteers at its heart’ would have to be split into phases. The phased plan and timings would become clear throughout the process.</p>	<p>Publish IRP ToR for consultation</p>	<p>JB</p>	<p>15/09</p>

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5	Communications channels and consultation process	<p>First phase communications – draft scope for consultation (see above) GRG agreed to publish its own minutes/actions points.</p> <p>A bespoke section of the TTE website would be created to support the consultation and this would be set up post closure of the Pride of Table Tennis awards (late September).</p> <p>Other means of member communication and consultation could include:- ‘town hall’ meetings Facebook (closed page) Website Via existing networks i.e. National Council ‘Over the Net’ emails and other newsletters (clubs, leagues etc) A full communication plan will be drafted for consideration with the IRP chair</p> <p>Post review it would be important to provide guidance throughout the sport supporting best practice and good governance at all levels of the sport and this would be part of ongoing communication.</p>		SS/JB	End Sept
6	AOB	<p>The GRG was reminded that it is was also important that the Review remained focused and was not diluted or taken in directions that was not its focus. .</p>	Noted		