

MINUTES (in Review)

BOWLS NZ BOARD MEETING



Name:	Bowls New Zealand
Date:	Friday, 6 August 2021
Time:	9:15 am to 12:30 pm
Location:	Ponsonby Bowling Club, 105A Jervois Street, Ponsonby
Board Members:	Tony Lepper (Chair), Allan Smith, Craig Bruce, Malikah Mitha, Mark O'Connor, Sharon Rimmer
Attendees:	Mark Cameron

1. Opening Meeting

1.1 Interests Register

1.2 Obituaries

1.3 Board Only Time

1.4 Confirm Minutes

Bowls NZ Board meeting 14 May 2021, the minutes were confirmed as presented.

1.5 Actions from Previous Meetings

2. Governance Matters

2.1 Board Annual Workplan

The review of all Governance and Operational Policies is to be completed November 2021. The CEO to add the Insurance schedule to this review.

The Board to consider the renewal of the Sport NZ Governance Mark.

Once the reviews are complete, then all policies and procedures are to be made available to the wider Bowls community, as best practice.

The Bowls New Zealand Whistle Bowling Policy to be promoted widely to the bowls community, as complementing the existing Judicial process available at club, centre and national level.

2.2 Presidents Report

The President's report was tabled and accepted.

2.3 AGM September 2021 Update

The Board were updated on all matters relating to the 2021 AGM.

The Board meeting planned for Friday September 10th, is to be cancelled.

3. CEO Reports

3.1 CEO Report

The Board reviewed a number of strategic and operational matters, including:

- Umpire committee
- Judicial committee
- Broadcast strategy
- Media
- High Performance
- Commercial matters
- World Bowls

3.2 2020/2021 Business Plan

The completed Business Plan for 2020/2021 was tabled and accepted.

3.3 2021/2022 Business Plan (for approval)

The Business Plan for 2021/2022 was tabled and approved.

Further consideration to be given to linking aspects of the Business Plan directly to the Strategic and Operational Plan.

The 2020-2022 Strategic and Operational Plan on the website to also be updated to reflect the 2021/2022 Business Plan.

3.4 Sport NZ Annual Reporting - Feedback July 2021

4. Risk & Audit

4.1 End of Year Accounts



EOY Accounts

The 2020/2021 End of Year accounts were reviewed and approved, with Bowls New Zealand reporting a deficit of \$113,755 for the financial year.

Decision Date:	6 Aug 2021
Mover:	Craig Bruce
Seconder:	Tony Lepper
Outcome:	Approved

The Audit Findings Report (RSM) was tabled and accepted. There were no material or significant audit matters/risks.

4.2 2021/2022 BUDGET (for approval)



Bowls NZ Budget

The 2021/2022 Budget was approved.

Decision Date: 6 Aug 2021
Mover: Craig Bruce
Seconder: Malikah Mitha
Outcome: Approved

4.3 R&A Chair confirmation of Bowls NZ Payroll and Bank Account Balances

4.4 Risk Register

The updated risk register to 30-July-2021 was tabled and discussed.

The CEO to consider the matter of media and public image, as an identifiable risk.

4.5 Health & Safety Report



Health & Safety

The Health & Safety report to 30-July-2021 was tabled and accepted.

Decision Date: 6 Aug 2021
Mover: Craig Bruce
Seconder: Sharon Rimmer
Outcome: Approved

5. Close Meeting (including review of the meeting)

5.1 Close Meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____