



4. Resolution to Lion Foundation dated 30<sup>th</sup> June 2014 for \$70,000.00

MOVED: Andy McLean                      SECONDED: Matt Benson  
CARRIED

## 5. MATTERS ARISING FROM MINUTES

### ***Health and Safety Update***

CEO reported that Bowls NZ is working through documentation with Fiona Clifton from Paul Diver & Associates. Currently up to date with no issues moving forward.

### ***Cromwell Bowling Club – Charity Registration***

CEO reported the Charities Commission decision a great success for Cromwell Bowling Club. Bowls NZ model Constitution to be reviewed and further meeting with Internal Affairs to seek clarity on future applications will be held. CEO and Legal Adviser, Maria Clarke to discuss the next steps and keep the Board and our Community informed.

## 6. STRATEGIC ISSUES

### ***Business Plan and Current Items of Interest***

Chris Wilson, Ian Watson and Sam McKean attended the meeting at 8.50am to provide an update to the Board on the Business Plan.

The Board reviewed the plan and asked questions. It was noted that it is only two months into the new plan. The Chair asked for feedback on the supplementary reporting paper provided for the Business Plan and the Board reported it was in favor of this reporting against the Business Plan in the future.

Chris Wilson then presented a power point presentation on World Masters Games 2017.

National Awards – the Chair asked for feedback on how the new Awards process went. Ian Watson reported the success of the new process with winners to be announced at the Annual General Meeting on 13<sup>th</sup> September.

Ian Watson updated the Board on APL, Tiger Turf League, and Grants Corner to Corner, Inside Bowls Magazine, TransTasman and other marketing and commercial areas.

### ***Sport NZ ODT Report and Review Paper***

CEO had discussed the ODT report with Sarah Dunning, Sport NZ. Sport NZ were still reviewing the report. Sarah Dunning would be the Sport NZ facilitator moving forward. A draft paper recommending a way forward with the report was tabled and the CEO provided background. CEO and



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With thanks to:



Management staff are meeting with Sport NZ on 30<sup>th</sup> October to progress the recommendations and review progress in the Community sport area.

The Board are satisfied with the ODT Review Report and the paper tabled and complimented CEO and staff.

Recommendations from the ODT report to be discussed at the November Board meeting. A Change Process Committee may be set up, this will be decided after the final report is received in November.

The Board agreed to move with Priority 1 of the draft Paper. It was further agreed that Priority 2 and other recommendations be parked and discussed at the November Board meeting.

### **Whole of Board Report – Review**

Consultant Terry Kilmister attended the meeting at 11.00am to facilitate a review of the Whole of Board Report following the online questionnaire completed by Board Members.

It was agreed that the Board defer the Board review to May 2015 when new Board Members have settled in.

#### **Actions –**

- Strategic Plan – dashboards and outcomes, reflect on what kind of additional reporting may be helpful. Matt Benson will review which will also include looking at reporting templates detailed in a recent Sport NZ communication.
- Terry Kilmister to send updated governance policies to Chair for review and further discussion.
- Chairing of R&A Committee and Remuneration Committee – to be reviewed at November Board meeting.
- Frequency of Board meetings – to remain the same.
- Board resignations – if this occurs mid-term then Board to discuss by conference call to identify which skills are required in replacement Board members.
- Skill set for Board – Mike Spring to produce a document of each individual Board members skills. To be used as a template with input from all Board members.

### **Membership Fees**

Matt Benson reported to the Board on the sub-committee progress in investigating the membership fee process in Victoria, Australia and will report to the Board in November. Shane Goldfinch to be added to this sub-committee.

### **Bowls NZ Regulation 9, Judicial**

The Board approved an amendment to Bowls NZ Judicial Regulation 9 as follows -



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With thanks to:



- Removal of the requirements to give evidence by oath.
- Amending the word “violation” to “volition”.
- Clarifying the service of documents.
- Updating the definition of a Centre to align with the Model Centre Constitution.

### **World Bowls Update**

World Bowls minutes of Board meeting held on 5<sup>th</sup>/6<sup>th</sup> August and minutes of Annual and Biennial Council Meeting held on 2<sup>nd</sup> August had been previously circulated to the Board. CEO updated the Board on meetings held.

The Board congratulated Kerry Clark for his assistance to World Bowls through the Commonwealth Games Glasgow 2014.

CEO to complete World Bowls questionnaire and then circulate to Board.

### **Presidents Report**

The President tabled her report on activities since the last Board Meeting.

“That the Board move that the President attend events as tabled to the Chair and CEO at the meeting.”

MOVED: Matt Benson                      SECONDED: Andy McLean  
CARRIED

### **Board Work Plan**

Strategic Plan review to be deferred to May 2015.

CEO and Vice President reported on Right Bias workshops held. There will be some further Roadshows to targeted partner groups in October/November.

### **Risk Management Plan**

Risk Management Plan report to 31<sup>st</sup> August 2014 was received. Financial delegation to be reviewed at the November Board meeting.

New law book to be printed and available early in the new calendar year. These new Laws will be effective from 1<sup>st</sup> April 2015.

CEO reported to the Board that the Management Team are currently looking for new office premises.

The Board supports CEO seeking new leased premises for the office staff.



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### ***Bowls Canterbury update***

The Chair attended the Board meeting held in August and reported to the Board. Bowls Canterbury now have a Strategic Plan aligned with the Bowls NZ Strategic Plan and the Chair reported positive feedback.

### ***Commonwealth Games update and debrief process***

CEO updated the Board on the Commonwealth Games held in Glasgow 2014. Currently going through the debrief process with Lyn Johnston facilitating. A different debrief process is being undertaken where a different set of questionnaires have each been sent to players, coaches and support staff. Once responses are received, a decision will be made on what further meetings need to be held and based on the feedback the campaign plan through to 2016 will be developed and at the same time decisions will be made on what support staff and management are required for the next campaign.

The Board wished to record their congratulations to the team on their performance at the Commonwealth Games and also congratulated CEO on his role at the Games.

### ***Sport NZ Partner update August –Community Sport***

CEO updated the Board on the plan going forward.

### ***Constitution Clause 8 Regional Centres and appointment of Delegates***

“The Board request that the CEO prepare a paper on this issue for discussion at the November Board meeting”.

CARRIED UNANIMOUSLY

### ***Policy Review***

**2.3.0 General Policies** – Change last paragraph to read “synthetic surfaces should be considered for all levels of play.”

**2.4.0 Finance** – Mileage (CEO to update). Change \$500,000 to \$400,000 in Business development reserve.

**2.2.4 Linkage to Bowls NZ Community** – approved; no change.

**2.5.0 High Performance** – change to two year cycle, 2014 to 2016.

**2.6.0 Competition** – approved; no change.

**2.10.0 Motor Vehicle (no FBT) and Motor Vehicle** – Some updates noted and CEO to update and then re-circulate.

## **7. CHIEF EXECUTIVE’S REPORT**

The Chief Executive tabled a Report covering all activities since the last Board Meeting which was received by the Board.



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MOVED: Ann Muir  
CARRIED

SECONDED: Matt Benson

***Induction of new Board Members***

Mark Kendrick to have induction with Chair and CEO after Annual General Meeting on 13<sup>th</sup> September. Shane Goldfinch to have induction with Chair in Christchurch on 15<sup>th</sup> September.

There being no further business the meeting closed at 3.35pm.

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Chair

\_\_\_\_\_  
Date



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*With thanks to:*

