

# MINUTES (in Review)

## BOWLS NZ BOARD MEETING



<b>Name:</b>	Bowls New Zealand
<b>Date:</b>	Friday, 12 September 2025
<b>Time:</b>	10:00 am to 3:20 pm (NZST)
<b>Location:</b>	Ponsonby Bowling Club, 105A Jervois Street, Ponsonby
<b>Board Members:</b>	Ann Wright, Chris Kibblewhite, Mark O'Connor (Chair), Nicola (Nic) Simpson, Phillip Huwyler, Scott Pickering, Garry Muriwai
<b>Attendees:</b>	Mark Cameron

### 1. Karakia (Scott) / Welcome

#### 1.1 Interests Register

#### 1.2 Obituaries

#### 1.3 Board Only Time

#### 1.4 Confirm Minutes

**Bowls NZ Board Meeting 25 Jul 2025**, the minutes were confirmed as presented.

#### 1.5 Actions from Previous Meetings

The following matters are to be actioned at future Board meetings:

1. Managed Fund review (Quarter 4, 2025).
2. Futures / Purpose session (Quarter 4, 2025).

#### 1.6 Presidents Report

The President's Report was tabled and accepted.

### 2. Governance Matters

#### 2.1 Governance Report

The following Governance matters were discussed:

1. Bowls NZ Constitution
2. CEO 2026 KPI's
3. Employee Handbook (reviewed)
4. AGM Papers (for September 13)

5. Strategic Pillar (Broadcast).

### 3. Operational Matters

#### 3.1 CEO Report

The CEO updated the Board and received support for the following operational matters:

1. 2025/2026 Business Plan
2. Online Gambling Act (submissions)
3. New Commercial/Revenue progress
4. Broadcast Plans
5. Digital (BowlsHub, Bowls+, website) progress
6. Voice of Participant Surveys
7. Ponsonby Lease
8. Media
9. Umpires Committee (update)
10. 2022 Incorporated Societies Act (centre/club update)
11. New Bowls community brand (logo to be trademarked)

### 4. Risk & Audit Matters

#### 4.1 R&A Report

The following Risk & Audit matters were discussed:

1. Financial Results YTD to 31 August 2025.
2. Audit Findings Report 2024/2025 Year.

The Audit Finding Reports highlighted two matters for action/review:

1. Ability of Xero software to provide a listing of bank account number changes to independent party.
2. Tier 2 v Tier 3 reporting for Bowls NZ in 2026, notably the Bowls NZ position on Service Reporting.



#### Reporting Framework

Bowls NZ to deliver the minimum reporting standards to meet the applicable Tier for our organisation, under the PBE standards.

<b>Decision Date:</b>	12 Sept 2025
<b>Mover:</b>	Garry Muriwai
<b>Seconded:</b>	Chris Kibblewhite
<b>Outcome:</b>	Approved

Risk Register Review:

The Board completed a full review of the Risk Register for Bowls NZ, using the Sport NZ template to determine the current risk position, and mitigation required.

This updated Risk Register is to be reviewed at the December 2025 Board meeting.

The Board discussed the Health & Safety Register, and requested it be updated to reflect both Bowls NZ position as it relates to employees, and Bowls NZ's position as it relates to bowls events.

## 5. Close Meeting (including review of the meeting) - Karakia

### 5.1 Close Meeting

**Next meeting:** Bowls NZ AGM - 13 Sept 2025, 10:00 am

**Signature:**\_\_\_\_\_

**Date:**\_\_\_\_\_