

LAWN TENNIS ASSOCIATION LIMITED (“LTA”) COUNCIL

Minutes of the meeting held on Wednesday 9 December 2020 via Zoom Webinar at 10.30 am

Present

David Rawlinson (President).

Councillors

Ian Alexander, Michael Angell, Rachel Baillache, Stephen Baddeley, Sara Bennison, Liz Bissett, Richard Blackburn, Andy Bradley, Francis Caldwell, Naomi Cavaday, Simon Clarke, Roy Colabawalla, John Copsey, Martin Corrie (Past President), Venetia Cottman, Lesley Cundy, Richard Cutler, Lord Davies of Abersoch (Chairman, LTA Board), Rick Denton, Lee Evans, Andy Fay, Jane Grey, James Grindell, Ian Haigs, Craig Haworth, Barry Horne, Louise Hutchinson, Nigel Jordan, Karen Keohane, James Keothavong, Robert Kerr, Claire Kinloch Anderson, Maureen Laffey, Steven Law, Chris Mansour, Jo Marks, Steven Matthews, Richard Palmer, Malcolm Peters, Mike Piper, Sandi Procter, Joy Robinson, Martyn Rock, Mark Sanders, Annie Smith, Liz Sweeting, Alison Taylor, Steph Trill, David Vinall, Adrian Waite, Brian Walton, Viv Wilson, Christine Windmill and Steve Winyard.

In attendance

James Allen (Counsel Ltd), Bridie Amos (new Councillor for 2021), Heather Bottomley (new Councillor for 2021), Richard Daish (Marketing & Commercial Director), Sarah Dorkings (Observer, Gloucestershire), Blane Dodds (Observer, Tennis Scotland), Peter Grimsdale (new Councillor for 2021), Simon Johnson (Observer, Tennis Wales), Ben Knapp (new Councillor for 2021), Abbie Lench (Head of Clubs, Counties & Volunteering), Caroline Lepetit (Head of Customer Engagement), Sunny Patel (IT Support), Scott Lloyd (LTA Chief Executive), Olly Scadgell (Participation Director), Simon Steele (Finance Director), Roy Staniland (Chair, Tennis Development Committee), Sheila Wall (PA to the President), Vicky Williams (People Director) and Pamela Woodman (Head of Legal).

Minutes

1. **Welcome and Apologies for Absence**

David Rawlinson welcomed everyone to the meeting including the four new Councillors for 2021 who were attending as Observers: Bridie Amos (Hertfordshire), Heather Bottomley (Norfolk), Peter Grimsdale (ABTO) and Ben Knapp (Gloucestershire).

The following apologies for absence had been received: Jamie Baker, Clare Hollingsworth, Richard Stoakes and Sir David Tanner.

2. **Declarations of Interest**

Councillors were asked to declare an interest as appropriate when a relevant item was discussed.

3. Minutes of Meeting held on Wednesday 14 October 2020

The minutes of the meeting held on Wednesday 14 October 2020 were agreed as a correct record.

4. Matters Arising

There were no matters arising not covered on the agenda.

5. President's Report

The President's Report included in the Council papers was taken as read.

David Rawlinson said that this is usually the meeting at which the years of service of retiring Councillors is recognised and he confirmed that Michael Angell (13 years), Lee Evans (4 years), Maureen Laffey (13 years) and Richard Palmer (10 years) will be invited to the next Council meeting held in person at the NTC to present them with a certificate and a gift as a token of appreciation for their contribution.

He thanked Councillors in advance for their time in completing the online skills audit and the Councillor Information and Declaration of Interest forms circulated earlier in the week by the deadline of 1 January 2021.

He reported that Graham Watson had been appointed Chairman of Tennis Scotland with effect from 1 January 2021 and wished him well in his new role.

In regard to Wimbledon Ticket Reform, Councillors had received an e-mail the previous week reconfirming the reasons for the reform, outlining the process for 2021 County and Directly Affiliated Organisation ("DAO") Wimbledon tickets and providing a suggested note to Patrons for those Counties with a Patrons Scheme. He referred to an e-mail he had received earlier in the week from the South and South West Counties raising one or two concerns, to which he will respond shortly and said that a further meeting of the working group looking into the future of County Patron Schemes is scheduled for the following day.

He concluded by saying that, despite the challenges the Covid-19 pandemic has created, a great deal has been achieved this year within Council including the introduction of the online Hello Councillors resource, the One Team Bulletin, three calls made by the Council Nominations Committee to each Councillor, the staging of the virtual LTA Awards etc. He thanked his PA, Sheila Wall, for her support and thanked Councillors, County volunteers and LTA Colleagues for everything they had done during a difficult year.

6. LTA Chairman's Report

The Chairman's report included in the Council papers was taken as read.

7. LTA Chief Executive's Update

The Chief Executive's business update (together with the latest Business Dashboard) included in the Council papers was taken as read.

Scott Lloyd provided an update on LTA Youth (due to be relaunched in the first quarter of 2021); the Coach Development Centres (including the introduction of mentoring for 6,000 accredited coaches); the Club support toolkit with reference to the Club Health Survey (which had achieved a 76% response against the 75% target); the CITC network (and the need to support these centres during the winter and beyond); the enhanced Gate Access network (enabling the adoption of Rally to over 900 venues); the statistics surrounding the investment

in facilities provided by Quick Access Loans; the increase in the number of fans on the LTA's database to the current total of 760k; and the Play Your Way campaign.

He referred to the investment in the NTC making it the destination of choice for the elite players and a first-class venue for the behind closed doors events this year; and the reduction in income leading to tough decisions to furlough staff during the lockdowns and removing roles from the organisational structure over that time ahead of 2021. The LTA has secured an overdraft facility and, separately, has been allocated £5m from the DCMS Sport Relief Fund which will only be used to support the delivery of events next summer if absolutely needed as a consequence of spectators in stadia still being significantly limited in numbers. Investment in the IT platform and on specific digital projects will continue, to include the replacement of Siebel which will stand the LTA in good stead in offering a seamless digital experience across the tennis community.

Finally, he went through the targets and metrics on the Business Dashboard. He said the LTA had been dynamic and agile in the way in which priorities were amended during the year whilst maintaining momentum and progress against the 5 year plan. He thanked the Executive team, colleagues and Councillors for supporting the LTA's vision and efforts to grow tennis and achieve the LTA's objectives.

In answer to a request from Andy Bradley, Scott Lloyd confirmed that a copy of the IT project plan will be included as part of the technology section in his business update to the March 2021 Council meeting.

Mike Piper referred to the fact that the "current period" section in respect of the number of children playing once a week was blank on the Business Dashboard. He commented that the second lockdown had prevented coaches from being able to resume squad training and supporting coaches in its resumption was key to getting players back on court.

Scott Lloyd explained that Sport England's Active Lives survey fed this metric and, because Sport England's resources have been redeployed to Covid-19, the reporting of this metric has been delayed to January. However, he predicted that there will be a significant fall in participation figures for children across all sports. LTA Youth is the LTA's top strategic initiative and the roll-out of LTA youth into schools and throughout the LTA's coach workforce will encourage juniors back on court.

Maureen Laffey said that the annual LTA National Officiating Conference (incorporating the ABTO AGM) had taken place virtually the previous week and she wanted to record her thanks to LTA Colleagues Matt Morrissey and Chris Drew for their hard work in ensuring the conference ran smoothly.

8. TDC Update

The comprehensive update on the activities of the TDC and its work streams included in the Council papers was noted.

8.1 County Governance Project

Roy Colabawalla, Abbie Lench and Olly Scadgell provided an update on the County Governance Project outlining the aim, scope, timelines and milestones of the project; how it connects with the LTA Strategy and how it will assist in the areas where County Associations have previously requested support on governance issues. It is hoped that the County Governance Framework will be fully implemented by Q1 in 2022. James Allen from Counsel Ltd explained how his company will conduct the consultation with Counties; initial contact with Councillors by Counsel Ltd is likely to be before Christmas with the consultation proper commencing in the New Year.

In answer to a question from John Copsey, Olly Scadgell confirmed that the framework will reflect the differences in Counties and will not be a one size fits all approach. Consultation will be conducted in small groups of Counties and there will be an opportunity for individual County consultation if requested following the initial group sessions.

In answer to a question from Ian Haigs, Olly Scadgell said that, whilst the project is more aligned to County and Island Associations, it is recognised that it will be beneficial to engage with the DAOs to share good practice.

Referring to a comment from Steven Law, Olly Scadgell suggested that any County in the middle of its own review (as was the case in Suffolk) should not seek to enact change in the short term but rather share any learning within the wider County Governance Project process.

8.2 **County Communications Plan**

Sandi Procter gave an update on the implementation of the County Communications Plan confirming that 21 of the 34 actions had been completed with a further 10 in progress and the remaining three in hand for next year. She thanked Richard Palmer, who was retiring from Council at the end of the year, for instigating the now invaluable County Resources Guide. She encouraged Councillors, Counties, DAOs and their management teams to use the County Communications Hub as a means of keeping in touch. The Hub was evolving constantly and early next year will include a new County Services Communication section.

Abbie Lench explained that the new County Services Communication section will incorporate key documents/actions and, each time an action is added to it, an automated notification will be sent by e-mail to all Councillors, Heads of Region, Tennis Scotland and Tennis Wales with a link to the new action. Further details on automated notifications will follow and feedback on this section of the Hub going forward will be welcome.

8.3 **Venue Registration**

Abbie Lench gave an update on Venue Registration covering its objectives; the current renewal statistics; learnings; and next steps. She said that the Venue Registration deadline is promoted as 16 December 2020 in this week's venues newsletter but, in recognition of the impact of a second lockdown and furlough, the deadline will be extended to 31 December 2020 and on 14 December 2020 those venues yet to complete will be advised of the deadline extension.

8.4 **End of Year Summary**

Roy Staniland provided a summary of what had been achieved within each of the seven work streams and thanked the work stream leads for their hard work throughout this challenging year. He also thanked Olly Scadgell, Vicky Williams and the Board for their support. He announced the eight work streams for 2021 and asked anyone interested in being involved to contact him or the relevant work stream lead.

9. **Council Updates**

9.1 **Membership**

Caroline Lepetit provided an update on Membership covering the review/update of Membership to support the LTA vision of tennis opened up; the new Adult and Junior Membership structures; the key improvements to the scheme (including benefits and options); and the relaunch of LTA Membership as *Advantage* in January 2021.

9.2 **Board Nominated Councillor Recruitment**

Sandi Procter said that approximately 140 applications had been received for the Board Nominated Councillor positions. The applications were diverse in terms of skills, knowledge, inclusivity and location, and represented a near equal gender mix. Vicky Williams and People team Colleagues had used a scoring matrix to reduce the number to 30 from which the Recruitment Panel (comprising Sandi Procter, Vicky Williams, Rachel Baillache, Barry Horne, James Keothavong and Chris Mansour) had shortlisted to 16, each of whom will be interviewed the following week. The panel's recommendations will be put to Scott Lloyd and David Rawlinson and then to the Board for it to make its nominations to Council for consideration and approval by Council. She added that all seven Board Nominated Councillor vacancies may not be filled at this stage.

She thanked those who had promoted the role locally and asked Councillors to consider whether there is a volunteer role within the County/Organisation which might be appropriate for those candidates known to Councillors who were unsuccessful in the Board Nominated Councillor recruitment process to ensure they are not lost to tennis.

10. **Appointments for 2021**

10.1 **Councillors for 2021**

The list of Councillors nominated for 2021 included in the Council papers was noted.

10.2 **LTA Boards and Other Committees for 2021**

The paper outlining membership of the LTA Board, its committees and subsidiary company boards in 2021 included in the Council papers was noted.

10.3 **Appointments for 2021**

A list of the Joint Committee representatives and representatives on other Boards and Committees in 2021 was provided in the Council papers. The representatives on the Committee of Management and the Joint Finance Committee were approved and the other appointments were noted.

11. **Any Other Business**

11.1 **Meritorious Service Awards 2020**

David Rawlinson reminded Councillors that the deadline for submitting Meritorious Service Award nominations is 15 December 2020.

11.2 **Actions Arising from the Meeting**

David Rawlinson read out a list of actions which had arisen during the meeting and confirmed that a summary of the actions and key takeaway points will be circulated to Council shortly, the contents of which may be shared with respective management committees.

12. Dates of Meetings in 2021

The following dates are confirmed for Council meetings next year:

Wednesday 3 March

Thursday 27 May (preceded by the AGM)

Wednesday 13 October

Wednesday 15 December

There being no further business, David Rawlinson thanked everyone for attending, wished all attendees the compliments of the season and closed the meeting at 12.25 pm.