

# LAWN TENNIS ASSOCIATION LIMITED

Company number 07459469  
(the “Company”)

**Minutes of a meeting of the BOARD OF DIRECTORS of the Company (the “Board”) held on Thursday 2 May 2024 at 8.30am at the National Tennis Centre, 100 Priory Lane, Roehampton, London SW15 5JQ and by Teams**

**Present** Bridie Amos, Rachel Baillache, Sara Bennison (items 1 to 4, by Teams), Sanjay Bhandari, Roy Colabawalla, Richard Cutler, Lord Davies of Abersoch, Anil Jhingan, Nigel Jordan, Scott Lloyd, Sandi Procter, Simon Steele and Sir David Tanner

**In attendance** Paul Bennett (item 6.1), Jon Hughes (item 6.1), Georgina Land-Wilkins (minutes), Chris Pollard (item 6.2), Vicky Williams (item 6.1) and Pamela Woodman (Company Secretary)

## 1. Welcome and Declarations of Interest

Lord Davies welcomed everyone to the meeting.

In accordance with section 177 of the Companies Act 2006, each director present confirmed that they had no direct or indirect interest in any of the business to be transacted at the meeting. Otherwise, the declarations of interest were as previously recorded, and directors were reminded to continue to declare any interest which may arise during the meeting at the appropriate time.

## 2. Minutes

The minutes of the meetings of the Board held on 5 March 2024 and 23 April 2024 were approved as a correct record.

## 3. Actions and Matters Arising

All matters arising were noted as either completed or carried forward in line with the timings indicated in the Board pack.

## 4. CEO Executive Summary

A comprehensive summary had been included in the Board pack, which was taken as read, and Scott Lloyd provided various supplementary updates in the meeting:

**Coaching.** Scott Lloyd referred to the coach workforce appendix which had been circulated with the Board pack and noted that good progress was being made, with more coaches than ever before and who were more engaged than ever before. Scott Lloyd confirmed that the coach hub was now live and that the LTA had been awarded gold status from the ITF for recognition of its coach education systems.

**Performance.** Scott Lloyd informed the Board that Johanna Konta had recently joined the Performance Advisory Group and was keen to be involved in the Yorkshire regional performance development centre.

Scott Lloyd noted that both he and Michael Bourne would be presenting to AELTC members regarding the LTA’s performance pathway on 15 May 2024.

**Championships.** Scott Lloyd confirmed that the LTA balloting process had gone well.

**Safeguarding.** It was noted that the regular safeguarding update item had been covered during the Board call on 23 April 2024.

[Sara Bennison left the meeting]

## **5. Finance Matters**

**5.1** The Board had received a report from Simon Steele in the Board pack covering finance, legal and LTA Tennis Foundation (“LTA TF”), which was taken as read.

### **5.1.1 Management Accounts**

These were noted.

### **5.1.2 Reserves Deployment**

Simon Steele updated the Board on the recent Audit Committee meeting where it was discussed how best to manage the investments held by LTA TF and the Company, and cashflow requirements in the medium to long term. He noted that the intention was to retender for the appointment of fund managers later this year, with the intention to reduce/rationalise the number of them.

## **5.2 Risk Register**

The Board were reminded that the risk register was considered by the Audit Committee at each of its meetings and informed that a “deep dive” session would take place during May 2024. It was agreed that this session should look at the overall risk management process, including the approach to identifying risk and assessing it, to ensure that appropriate controls were in place, taking a few live examples as case studies.

## **6. Key Business Areas**

### **6.1 Parks Investment Update**

*[Paul Bennett joined the meeting]*

The report included in the Board pack was taken as read and Paul Bennett highlighted that the monies from DCMS had now all been spent, with the reconciliation of funds underway. He noted that DCMS had engaged Deloitte to undertake a review of the parks projects (as well as of the projects undertaken by The Football Foundation, which acted as the public authority for the parks procurement process) and that the LTA’s parks team was also carrying out case studies on some of the projects where participation had notably increased.

Paul Bennett noted that 2,000 courts had already been completed and were in use, with an expectation that there would ultimately be 3,000 courts positively impacted by the project through DCMS funding and LTA TF funding.

The Board congratulated the parks team on their work.

*[Paul Bennett left the meeting]*

## **7. Reports for noting**

### **7.1 Business Update**

The paper included in the Board pack was noted.

### **7.2 Inclusion Update**

The paper included in the Board pack was noted.

### **7.3 Development Tennis Advisory Group (“DTAG”) Update**

The paper included in the Board pack was noted.

Nigel Jordan highlighted that work was ongoing to understand the current status of compliance with the County and Island Association Governance Framework, given that a number of associations had been assessed early in the three-year cycle. He also noted that equality, diversity and inclusion training would be very helpful for county and island associations. Sandi Procter noted that the current DTAG was operating the best that she had ever seen it and congratulated Nigel Jordan on that, noting that the collaboration and productivity was working well.

### **7.4 International Report**

The paper included in the Board pack was taken as read.

It was noted that the dates and format of the Billie Jean King Cup had changed and now overlap with Davis Cup dates to create a joint event.

Sandi Procter informed the Board that her first board meeting of Tennis Europe would take place at Roland Garros during the French Open and that she had been appointed as a vice-president and to the juniors committee.

### **7.5 Draft Agenda for May Council Meeting**

The draft agenda included in the Board pack was noted.

Sandi Procter provided a short update on the proposed evolution of regional forums which would be presented at the Council meeting.

### **7.6 Health & Safety Report**

The report included in the Board pack was noted.

## **8. Verbal Updates from Board Standing Committees**

### **8.1 Remuneration Committee**

The policy for expenses had been updated and would be circulated to Board members after the meeting.

**8.2 Audit Committee**

Rachel Baillache had nothing further to add to that which was discussed earlier in the meeting around the year end accounts and the risk workshop.

**8.3 Nomination Committee**

Lord Davies requested that each Board member confirm to him individually by email whether or not they wished to be considered to continue on the Board after 2024.

**9. Minutes for Noting**

The minutes of the Council meeting on 13 December 2023, the LTA TF meeting on 31 January 2024, ChampCo's professional tennis committee on 7 March 2024 and the joint finance committee meeting on 21 March 2024 (in draft) were noted. It was also noted that the minutes of the committee of management meeting held on 16 April 2024 had not yet been received.

**10. Corporate Governance items**

The Board authorised the Company Secretary to call the annual general meeting of the Company to be held on 23 May 2024 and to issue the requisite notice.

**11. Any Other Business**

There was no other business.

**12. Closed session**

Georgina Land-Wilkins, Simon Steele and Pamela Woodman left the meeting and Lord Davies held a closed session of the Board.

There being no further business the meeting closed.

Signed..... Date.....