

Members Committee Meeting

Minutes of the meeting held via Video Conference on 17 December 2020

1. Present: Asif Din (from item 8 onwards), Marina Dorward, Courtney Rowlands, Andrew Burn, Paul Warren, Iftkhar Ahmed, John Winspear, Jeremy Payne (from item 10 onwards), Mike Williams (Chair)
2. In attendance- Mark McCafferty, Stuart Cain, Paul Farbrace, Alex Perkins, Georgia Bekyra.
3. From the Chair, Mike Williams opened the meeting by reflecting on 2020 and the impact of COVID-19 and hoped that 2021 would see a return of Members to Edgbaston. In that context he suggested that there were four priorities the Committee should consider in 2021; Succession Planning, given that there would be four vacancies on the Committee at the Club's 2022 AGM, further work to reflect the Club's History and Heritage, Member Benefits and the Members' Survey – all of which were key responsibilities of the Committee.
4. Georgia Bekyra, the recently appointed Ticketing and Membership Manager, was welcomed to her first meeting. Georgia had most recently been employed by UK Athletics and previously by Panathinaikos FC in Greece.
5. Apologies: Asif Din, who had indicated who would not be able to join until 5.15pm, and Jeremy Payne, who could not join until 6pm.
6. The minutes of the meeting held on 1st October 2020 were approved as a correct record. Matters arising:
 - a. Heritage Issues: Stuart Cain reported that he wanted to review the role and work of the former Heritage Group and Marina Dorward, Courtney Rowlands and Paul Warren expressed an interest in participating in the group. Mike Williams had offered to represent the Club Board on the group.
 - b. Whistleblowing and Grievance Policies: These were currently being reviewed by the Club's recently appointed Safeguarding Officer and a national charity would be engaged to receive any whistleblowing referrals in the first instance.
 - c. 2021 Fixture County Championship Fixture List: This had been publicly released earlier in the day. Warwickshire would start with a home fixture against Derbyshire on 8 April and the first phase of games would conclude with an away fixture at New Road. The fixture lists for the Vitality Blast and Royal London One-Day Cup games were expected towards the end of January 2021.

7. Feedback from the Board Meeting:

- a. Mike Williams reported that the Board meeting held on the 26th November, which had approved the 2019/20 Accounts and Annual Report. Notwithstanding the impact of COVID-19, revenues in 2020 were always expected to be down on 2019 when the Club hosted an Ashes Test and five matches in the ICC men's Cricket World Cup. Nevertheless, the Club had a healthy cash balance and the External Auditors had issued a clean audit opinion.
- b. He noted that 2021 would be financially challenging without a Test match and the expected ongoing impact of Covid-19.
- c. Gap funding had now been secured from the ECB to allow the Plaza works to begin in conjunction with the PATRIZIA Development, with work starting in the New Year. The contractors, Winvik, had attended a recent Residents' Liaison Group and its approach was very well received by local residents.
- d. Stuart Cain had reflected on his first three months in office. He had inherited a talented and committed workforce and he believed the way forward was what he described as 'rapid evolution and not revolution'.
- e. Mark McCafferty referred to recent discussions with Birmingham City Council regarding the repayment of the council loan and reported that a position satisfactory to both parties had been reached.

8. Feedback from the Board Committees:

- a. Nominations Committee: The Committee had endorsed the reappointment of Naz Khan as a Non-Executive Board Director, and the election of Mike Wright to the one vacancy of directly elected Board Member. No other nominations had been received. With the agreement of the Members' Committee it had been decided not to seek nominations to fill the one vacancy on that committee at the present time, but for that to be considered as part of the succession planning process for 2022. The Nominations Committee had also continued to review progress on Governance issues and the application of the County Governance Framework and had been briefed on the appointment process for the First Team Coach.
- b. Remuneration Committee: Andrew Burn reported on business considered at the most recent Nominations Committee, which included the levels of salary sacrifice that had been agreed with the staff for those were furloughed and that no staff bonus would be paid for 2020.
- c. Cricket Audit Committee: Paul Farbrace provided a cricket update.
 - i. He reported on the current situation with the Central Sparks squad and the crossover with the Warwickshire Women's Teams and their fixture lists for 2021.
 - ii. As previously reported, the boys and girls age groups had been able to continue throughout the summer and very positive feedback from parents has been received. Trials for the 2021 squads were underway and winter training would commence in the New Year.
 - iii. The First Team Squad had returned to training and all were fit and well. Henry Brookes had had a minor operation to deal with a shoulder

- problem. Danny Briggs was playing in the Big Bash in Australia. Dan Mousley and Ed Pollock had signed contract extensions.
- iv. In response to questions, Paul talked about the signing of overseas players, where the outcome would be determined by international schedules and the views of the new men's First Team Coach, although the priority would be to sign a top order batsman for the County Championship. Manraj Johal had signed a rookie contract and Vikai Kelley would be Second XI wicket-keeper, capable of playing for the First Team if required.
 - v. John Winspear updated on the recent Cricket Audit meeting which had been mainly devoted to the process and selection panel for the appointment of the First Team Coach. More than 20 high quality applications had been received.
9. Results of Skills Audit & Members' Committee Succession Planning: Using relevant slides for the presentation given to a meeting of the Club Board by Seamus Millen, Mike Williams presented the results of the Skills Audit as they relate to the Members' Committee. Based on the self-assessment by current Committee Members, there was a good correlation between the skills and experience required and the current Members, both collectively and individually. Some of those skills and experience would, however, be lost when three Members of the Committee were required to stand down at the 2022 Club AGM and the skills audit exercise would provide helpful background to the succession planning work required during 2021. It was agreed that this should be considered in more detail by a dedicated time limited working group and Members were asked to indicate an interest in joining the working group by the end of December, Marina Dorward doing so at the meeting.
10. Feedback from Audit and Risk Committee: Jeremy Payne, who had joined the meeting during item 10, reported on the business considered by two recent meetings, which had included recommendation of the Annual Report and Accounts for approval by the Board, ongoing work to develop the Club's Safeguarding Policy and Procedures and the Risk Register. He was particularly impressed with the way risk management was being developed and improved.
11. Members Committee Dashboard: Alex Perkins provided details of Membership numbers. The underlying number of Members had continued to increase in 2020 before the impact of COVID-19 struck, particularly in the numbers buying the three-year Membership where there was an increase of more than 50% compared to previous years. Out of a total of 3,650 members, 2,538 had chosen to donate their 2020 membership subscriptions, providing a total donation to the Club of £256,787. On behalf of the Club, Mark McCafferty expressed appreciation and thanks for what he described as an incredibly generous gesture. As of 14 December 1,510 Members, including 574 three-year memberships in year two, had renewed.
12. Date of next meeting is the 8th April 2021.