

# Board Meeting News

## May 2007



### Swimming New Zealand Board Meeting 27<sup>th</sup> May 2007 Wellington

#### BOARD ONLY TIME

Normally each Board meeting begins with 45 minutes of 'Board Only Time' where the board can discuss any feedback, issues and concerns about the organisation's performance without a formal meeting structure. Items such as the CEO's performance are covered without the presence of management. This is a valuable opportunity for the Board and considered best practise governance.

On this occasion as the Board discussed the process for the 'Board Performance Evaluation'. This is a rigorous annual evaluation. This online tool was developed and endorsed by SPARC and includes Directors assessing themselves, assessing other Directors and also asks the CEO and Senior SNZ Managers to assess the performance of the Board. The SNZ Governance Committee reviews the findings/recommendations and puts in place steps to rectify areas of Individual Director and Board development along with positively reinforcing areas of best practise.

#### STRATEGY

##### 1. Business Plan

The Board spent considerable time reviewing the 2007 08 Business Plan against the Strategic Plan and approved it subject to some minor amendments. The board also reviewed the 2007 08 Organisational Indicators and updated these in accordance with our progress to date.

The board confirmed that the high level KPI's within the business plan would form the basis of the CEO KPI's in his performance review. This is consistent with the previous years process.

##### 2. Budget 07 08

A very clear strategy from the board has been to invest heavily in programme development and organisational capability over the past few years. The board subsequently have approved budgeted deficits both in this financial year and in 2005/06. The Boards Audit, Risk and Finance Committee have indicated now that the majority of programmes have been built it is time to rebuild our accumulated reserves. This will take time but as an organisation this is the next priority.

The 2007 08 budget was approved by the board subject to Audit, Risk and Finance further work with the CEO to clarify some areas within Education and High Performance.

##### 3. Constitution

The board discussed the proposed changes to the SNZ Constitution. The key change required is pertains to doping. Due to changes in the legislation (coming into effect on the 1<sup>st</sup> July 07) and the World Anti Doping Code all National Sports Organisations are required to update their constitutions to ensure alignment. SNZ will be conducting a SGM via postal ballot for this change in early June to meet this deadline. This postal ballot SGM was also announced at the Regional Forum on Saturday 26<sup>th</sup> May.

The board reviewed some other proposed changes to the constitution. These are essentially cosmetic tidy ups and will be tabled in the papers in accordance with our constitution for the SNZ AGM. The SNZ AGM is on the 16<sup>th</sup> September 2007.

##### 4. Members Forum 26<sup>th</sup> May 2007

The board completed a thorough debrief of the Members Forum. 15 out of the 16 Regions attended along with representatives from the NZ Swim Coaches and Teachers Association.

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The focus of the workshop was on ensuring the whole leadership of our organisation stands and works together. The two key agenda items were;

1. Sharing Best Practise
2. Open and transparent discussion of members issues

The board was absolutely delighted with the response from each and every participant to openly share best practices for the benefit of all. The board acknowledged we won't always get it right but they and management are committed to continual change and improvement.

The Board discussed all the feedback and issues captured and committed to addressing them as best they can. The Board reaffirmed service to our members is paramount.

The Board also acknowledged SNZ is an organisation with a lot of heart but precious little time and money so anything we can save by working together brings us closer to outcomes that reflect our vision of 'leading sport in 2008'.

### GENERAL BUSINESS

#### 5. Minutes

The board approved the minutes of previous meetings and sub committees and reviewed the status of all actions.

#### 6. Update Conflict of Interests Register

There were some minor updates to the register of Directors conflicts of interest.

#### 7. Risk Management

The risk management framework was tabled for information.

#### 8. Reports

Staff management reports including financials were received by the board.

### NEXT BOARD MEETING (21<sup>st</sup> July 2007 - Wellington)

- Stakeholder Invitation (TBC)
- AGM Requirements
- CEO Performance Review 06/07
- Board Performance Review
- Annual Report Draft

Kind regards

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