

London Volleyball Association Meeting - Wednesday 20th May 2020 - 20.10

Present: Gary, Fab, Charlie, Cormac, Alex, Elsa, Val, Bartek, Antonio, Allan, Joanne, Denzil, John

Apologies: Andrew, Cisel, Lorenzo

Welcome to non-exec members: Antonio, Allan, John, Joanne and joining a bit later, Denzil

1) MATTERS ARISING

Approval of last minutes – no actions outstanding from last meeting

No objections to record this meeting for the purpose of producing accurate meetings – to be deleted afterwards.

2) DECLARATION OF CONFLICT OF INTEREST

Any conflicts on anything we are going to discuss? Organisational or financial? Relationship with members of the exec or clubs?

Bartek Luszcz is CEO of IBB Polonia who provides the coach for ProVolley Academy, one item on the agenda.

No conflict from any of the following: Alex Pavkov (Blockbusters), Allan Mungroo (President of London Lionheart), Val Grisenkov (Bexley VC), Cormac Byrne (Wapping Wildcats), Elsa Meserlian (Wapping Wildcats) and groups coached have no conflict with ProVolley Academy, Charlie Orton, Joanne Carne-Howell (Waltham Forest), John Goalen (Richmond - husband of LVA Secretary), Fabienne Goalen (Richmond). No one else declared a conflict of interest.

3) FLAMING SIX APPEAL

GB: When we discussed terminating the league, the difference in how promotion/relegation between Women Div2 and Women Div 1 and the other divisions works didn't come up. Had the process been followed, as minuted in the first meeting, the Div Admins would have brought that to our attention and we would have time to put something in place. Do we need to go through a formal hearing? Can we agree on what should happen now?

ChO: not sure we need a formal hearing, but they have asked for a response based on the documents they produced, if we think that is enough?

Recap from GB: when we decided not to have playoffs, with only one team going up or down, we had not looked into the current league rules where two women's teams go from Div 2 to Div 1. We had made no distinction between rules for women and men. GB has admitted not being aware of that (as well as AP) and we discussed having a consistent end of season across the board with one team promoted, one team relegated in all divisions, thinking there would be playoffs for all divisions.

GB: If possible, can we promote two teams from W Div2, first and second, and have one extra team then in Div1?

ChO states the league rules say four are promoted into Div 1 and four are relegated to Div 2. GB would find that difficult if we relegate two from each; he is worried about the contradiction with the decision already publicised if two teams in each Div 1 were relegated. AP clarifies four go up to Div 1 and two go down.

ChO: the exec should not have got involved – the London League is run by the league sub-committee. CB does not agree – the executive is the only body that can close down the league, because of Covid-19. To GB's knowledge, the League sub-committee have not met once this year; decisions have been made by the League Secretary (LS), who represents this sub-committee, without this one being consulted; the LS actually contributed to that decision, was aware of the discussions with the minutes sent out. Anything could have been decided at that moment with the LS as part of the executive.

EM initially agreed with ChO that we could follow the league rules, but as has been seen in the last couple of years, some teams in Div 1 naturally fold as the season begins (ChO : Imperial College Women may have difficulty fielding a team in Div 1) so this is possible. This is good news as we may end up with the right number of teams in Div 1.

AC (from the League sub-committee): easy either way – EM has suggested a good plan as we don't know what happens next season.

All agreed that Flaming Six have a valid appeal.

ACTION GB: Will write a reply – Flaming Six will be promoted but we can't confirm everything until the beginning of the season, when we get new entries for teams.

4) POTENTIAL DATA BREACH

GB recap: a group wanted to call an SGM and contact all the coaches in London; this group emailed FG who didn't have the information. ChO got info from VolleyZone, which he had access to, and passed this onto a third party, Georgi Stavrev (GS) from BG Lions. GS then went on to send out information to all coaches in London. GB believes there has been a breach (including use of his own email for this purpose)

ChO said that under GDPR, GB should have been offered to sign up for that option by Volleyball England.

FG agreed that a box should be presented to people, to be ticked to give consent for information to be shared for a set purpose. We cannot assume anything unless that consent is given. As a teacher with some experience with GDPR, she should not have said it was fine for ChO to distribute data to a third party but she would not share that data myself.

Ch said that VE should have that box to tick to say if we wanted our information to be shared with external parties. The question is are the coaches external or internal parties?

EM did confirm that no personal information can be shared with a third party without that person's consent, so this is wrong. VE should have deleted all these emails and re-asked everyone if they are ok for VE to have that info. Then they should put that info in a database where only people who have consent, who will not re-share it, have access to it. People might then have a case to sue VE if they wanted to on these grounds. AP completely agrees but we need to have an officer (Lorenzo?) to deal with these issues.

GB has had a conversation with the ICO (Information Commissioner's Office) and they say there is a definite breach. VE are also aware of this breach and have taken some actions – they have restricted all access to the regional associations, who will subsequently receive some training; VE will probably only allow access in future based on what regions need, with consent – for example, if EM needs information about Junior coaches, VG about coaches, etc. Main concern: are we at risk as an association? Are we exposed if ChO retrieved this information on behalf of the LVA?

ChO does not remember what email (President or Referee) he used to reply to Georgi's request. EM says then the liability would be on ChO personally or the LVA – either of them not good scenarios. Thinking forward, we need a DPO to manage this, worth sending a reminder to everyone about protection of data.

CB – simple rule – don't share database with anyone outside '*without written consent of the line manager or DPO*' (FG quoting from the Data Protection Policy – yet to be reviewed by all). CB assumes we have prior consent to use all databases we hold?

As referee coordinator, ChO assumes he has the right to send referee details to clubs with appointed referees. That data, now, is not available if VE aren't asking the referees to give permission. ChO would not be able to do his job as referee coordinator unless VE sort it out.

A referee coordinator should not have access to coaches information and provide it to a third party; but ChO refers to the LVA constitution, stating we should be able to work with all members, so all clubs, coaches and referees. ChO doesn't think he did anything wrong. CB: luckily, we are rewriting the constitution so we can sort it out.

FG mentioned that this issue is not about us using the information based on our members as set out in the constitution but passing it on to a third party. One issue we had at Richmond VC: a junior girl, 17 years old, newly qualified L1 coach, received an email from an unknown man and hadn't signed up for this.

EM says it wasn't a correct use of data in this instance; that data should not have been shared in that bulk with a third party. She would not revoke ChO access to databases but we need to make sure this doesn't happen again and put the right processes in place.

GB: As ChO doesn't think he is at fault and in light of what everyone has said, this shows we need a Data Protection Policy (when approved) and we need to appoint a Data Protection Officer (DPO). AP agrees and adds that someone should look at our scattered information, deal with it and sort it. Access and passwords are an item on the agenda relevant to this.

ACTION ALL: we need to review the Data Protection Policy to be able to implement it and agree to have a DPO.

5) PROPOSED NEW POLICIES

You would all have seen the new policies and the process in writing them, amending, updating, reviewing – thanks to JG and CB. We would have incorporated your comments or added them for review. We need the rubber stamp of the exec to say good to go, to revisit or take to the members to vote on.

JG: **Equality and Ethics policy**: origin: 2-page documents from VE – rebadged with LVA. Sent out to 3 or 4 people who have signed them off with small amendments (typos). No other comments from others: does that mean they have accepted them or haven't read them? No one had anything to add/change to them so GB asked if these two documents could go forward to AGM. All agreed so these docs can go on the new website for members to read.

- approved

JCH: **Safeguarding policy**: - obviously needed to safeguard participants and us as well; to protect participants and offer guidelines if a concern is raised; there is nothing wrong in saying we refer back to VE but it's important to have our own policy and we need to encourage clubs to have theirs as well. Everyone is at risk potentially and it brings in the codes of conduct as, should any issue arise, that's what you refer back to. People would know how to deal with a situation.

EM: It's a requirement for junior clubs or any club wanting to start a junior programme and we have been giving them advice for the past few years. We have been giving them samples of what good codes of conduct from more advanced clubs look like so that they can have their own.

JCH: as an organisation, it's important for the LVA to have their own as well. All clubs should have one, but it is not a requirement (apart from junior clubs). CB added that this safeguarding policy is also written to safeguard vulnerable people.

DF added that some juniors compete in adult clubs or against adult clubs – either way, a safeguarding policy needs to be put in place. Clubs can adapt our safeguarding policy as it shouldn't be that different for them, mainly pertaining to minors and juniors.

EM: how is this one proposed different to the one that VE have? DF: It is a simpler version, not national, and the one we have for London is quite appropriate with maybe some tweaks needed (will review later) JG is grateful for the comments done by members to date (naming EM) as they have greatly improved them so all feedback welcome.

DF: Safeguarding has changed a lot, encompassing sub sections; with training available to clubs - videos available from the government, certificates available; can be needed for insurance purposes. EM has outlined all the training done in the past three years in that respect with junior clubs, with required training (Guarding and Protecting children; Time to Listen...) Elsa can look more closely into this policy

JCH: It would be good to have a safeguarding policy for adults as well – 2 separate documents.

ACTION ALL (but mainly EM and DF as have experience): to review the Safeguarding Policy and feedback the comments

Welfare Officer: all ok?

- approved

Data Protection Policy: we're looking to have a DPO as mentioned above. AP said it is hard to find people to volunteer but once these documents are made public and advertised, hopefully more people will come forward.

DF: strongly advised to have a designated DPO to oversee all of that, giving examples of breaches and how to deal with them. DF will review the DP policy as well, to give more clarity, and send his feedback.

ACTION ALL (but mainly DF as have experience): to review the DP Policy and feedback the comments

Grievance Procedure. Ch commented by email that it should not be included as VE consider it part of their Equality and Diversity policy. GB believes ok to stand alone.

Ch said we have too many documents and no one will read them all. We are a voluntary organisation and we need to keep it simple and not try to pretend to be as efficient or inefficient as Sport England.

CB: this procedure needs to be reviewed properly. John confirmed feedback has been incorporated but no comments have come back in the past two weeks. This whole review procedure should be done comprehensively. CB agrees with the structure of this procedure but as an exec, believes we need to go through the minutiae as we might not all agree on it. The policies are pretty much there, but the Grievance Procedure, the League Rules, the Constitution, the roles will need to be looked at by the whole exec.

JG: Yes, the procedures are the important ones and really matter for the LVA. Policies are more straightforward but are needed to get funding, to be Tier 1 compliant with Sport England. If people read them or not is a different matter The procedures define how the LVA operate.

DF: Agrees. Any organisation, regardless of size of organisations, has to comply with national guidelines, laws and regulations. We need to cover/protect ourselves with regulations covering the LVA and players. VG and EM agree as well – needed to move forward and get up to date, to enable us to become a more formal organisation to get funding.

ChO: all keep talking about finding and Tier 1 but there is money in the bank. ChO says we should forget about getting any funding from Sport England. Bartek will know that ChO has even more money than is needed to fund his own projects. Doesn't understand why we worry so much about funding.

GB doesn't agree as we need to develop officers. ChO said we tried in the past and we ran out of money. EM said it's not because this hasn't worked in the past that it won't work in the future.

ACTION ALL: to review the procedures and documents emailed and to send comments/feedback so that they can be incorporated prior to the meetings

6) PRO VOLLEY ACADEMY

EM: Adverts have gone out and Vangelis is leading the coaching. Very positive move for London; it's a VE academy (like Wessex, University of Essex, Loughborough) attracting kids who want to have more full-time training, to potentially get scholarships or take volleyball more seriously. It's starting for boys, with an aspiration to include girls in the future. We should be using this to see how to expand junior vb in London. We have had a strategy these past three years to grow the grassroots, increase the number of juniors playing volleyball. Now that we have this Academy, it's a good role model to push the grass roots even further. EM would like to build a structure around this to attract more children who don't play volleyball/play casual vb.

Cormac: really impressed with the whole scheme. Good platform to get our best players. As volunteer coordinator, how can the LVA help either Bartek or Vangelis?

Elsa: best approach – media campaigns – letting children know that when they turn 16, they can go to that Academy when you turn 16 you can play there; to be used as a trigger with ongoing advertising under the LVA umbrella.

BL: involved so thinks it's a good project – will offer all the support to LVA and local players. It's a full-time education programme aimed at children 16+, like Leaf Academy in Bournemouth, together with serious volleyball training. Kids will be able to play for whatever club they want. They will play in tournaments that won't clash with their respective leagues or national tournaments. Eight have signed up with a total of 15 to be recruited for this upcoming season, with involvement from parents. This is run by a charity called Future Stars, who have run similar projects like this in basketball. They approached IBB Polonia and Vangelis, who had been the head coach of Leaf Academy, took this on. This successful charity sends players onto scholarships, mainly in the USA (for basketball) but we can look at European countries as well for volleyball. It's great for these children to come into this sport and aspire to become superstars and get a good education as well at Northolt College. The education and the training (at least 8 hours of vb) is free. The students will work towards a BTEC level 3 and A levels. BL happy to provide more details for all if wanted (including contacts) - Website <http://provolley.london/>

GB: We should be supporting as it's a great opportunity for youngsters, a good pathway, with a good coach

ACTION EM BL & CB: to see in what ways ProVolley and LVA can help each other to promote vb in London.

As the meeting has overrun, we will carry forward the next items onto the agenda on 28 May 2020.

- 7) WEBSITE LAUNCH
 - 8) TERMINATION OF LEAGUE
 - 9) ACCESS AND PASSWORDS
- AOB

Meeting closed at 21:27