



THE INSTITUTE OF GROUNDMANSHIP

ANNUAL GENERAL MEETING minutes

Exeter/Durham Suite, De Vere Staverton Estate, Daventry on Wednesday
18 September 2019, 12:00pm

ORDINARY BUSINESS: to transact the following ordinary business:

- Opening** by the IOG Chairman, David Teasdale who welcomed everyone and thanked them for attending. He referred to the four key elements that The IOG was about –
Money – *IOG's income & expenditure.*
Governance – *how important this now is following recent government code of conduct changes and how that influences what the IOG does.*
People – *the IOG is lucky to have high quality staff and the Board of Directors are grateful for it.*
Purpose – *where the IOG is going and what we are trying to do.*
- Apologies received** – Alex Vickers, Andy Pierson, Brad Jefferies, Carol Doran, Connor Collins, Derek Walder, Ian Powell, Joe Broadwood, Liam Balmer, Luke Russell, Martin Deans, Martin Ford, Matt Jenkins, Pete Hussey, Peter Grant, Sam Cain, Tim Nicholls, Kimiyo Rickett, Iestyn John, Tom Rowley, Scott Humphries, Simon Johnson
- To approve the minutes of the 2018 Annual General Meeting** (held at Weetwood Hall, Otley Road, Leeds, LS16 5PS, 19 September 2018. 12:00pm)
Proposer: James Wright
Seconder: Fred Hammond
Approved with no objections
- Voting details** - Green and Red cards had been handed out to voting members prior to the start of the meeting. Non-Members and Corporate Members were also welcomed but reminded that they were unable to vote on resolutions.

There were 35 people present with 15 eligible voting members.

- Statement from the auditor**, Ruth Dorans of Sherwoods,

Abbreviated copies of the Accounts are available after the meeting.

Thanks to Alan and the office staff for their assistance and efficiency, which makes my task much easier.



Results for the year – at first sight, the surplus of £26,639, is significantly lower than 2018. The main reason is that 2019 includes a £150k provision for Grounds 4 Sport.

In the financial year to 31st March 2019 overall income increased by £171,426 and specifically SALTEX increased by £68,603, an increase of just over 6%. In the same period SALTEX costs increased by just under 4%.

Membership and learning also showed increased income.

The balance sheet is the ‘snapshot’ view of the assets and liabilities of the IOG as at 31st March.

- Tangible assets – increased due to some additions to the new system in the year.
- Listed investments – shown at market value (in accordance with FRS). Market value continues to be higher than book cost, suggesting the portfolio managers continue to make the right investment choices on behalf of the IOG.
- Debtors – this balance is predominantly amounts invoiced for SALTEX 2019 and is as ever linked with the creditors balance, as these amounts are deferred income (relating as they also do to SALTEX 2019).
- Cash balances, being a mix of current account ‘working capital’ and deposit balances are increased due to a combination of more income, and better performing investments.
- Creditors, in addition to SALTEX payments on account, these also include prepaid membership subs and training paid in advance.
- Worth mentioning – Creditors, in the IOG context tends to refer (to a large extent) to ‘services owed’, measured as the future income to be received, rather than, as the title suggests, credit purchases.
- The IOG continues to be, unusually for an organisation of its size and complexity, very debt averse.

Audit report – I report to you as members, on how the directors you have entrusted, have managed the resources on your behalf. The audit report is unqualified, which you can take to mean, I found nothing to suggest the published results are anything but accurate.

Overall the Board of Directors and you as members, will be sure to have various ‘Key Performance Indicators’ and success measures. In my profession, financial performance is the one indicator we tend to consider. Without good financial performance, other measures are somewhat pointless. The final figure on the



Balance Sheet indicates that the overall 'net worth' of the organisation has increased by £26,639 and now exceeds £1.7m.

Unlike similar sized commercial organisations, the IOG does not distribute its reserves. This net wealth increase combined with the fact that the reserves are highly liquid (cash/cash equivalents) leaves the IOG in a strong position to invest in future projects and initiatives to meet its non-financial objectives, for the long-term benefit of the profession and the members, current and future.

David Robinson asked Ruth – based on the current political situation are all scenarios as bad as each other? Ruth replied to say she was not an “expert” but a no deal Brexit would most likely have a detrimental effect. David Teasdale asked Ruth to explain what she meant by this – Ruth said that VAT, taxes and trade tariffs would put prices up thus creating uncertainty. David Robinson further asked is there was anything we could put in place at this point in time? Ruth responded and said in her opinion not really.

Alan Clarke added that some SALTEX exhibitors had been using Brexit as a reason for backing out from this year’s event, although he felt some were using that as an excuse and he was not 100% sure that was the real reason. Geoff Webb added that agricultural companies seem to be having more problems, we always get dropouts for SALTEX, perhaps there are more this year.

6. RESOLUTION 1

To formally approve the Statement of Accounts and the Balance Sheet of the Institute for the year ending 31 March 2019.

Proposer: Fred Hammond

Seconder: Les Gibbs

Unanimously approved.

7. RESOLUTION 2

Resolution 2 to formally approve the auditors for the ensuing year;

Proposer: Ian Wall

Seconder: Rod Heyhoe

Unanimously approved.



8. Update from the CEO and the new Chair with confirmation of changes to the Board of Directors

CEO UPDATE

We have recently completed a senior management team restructure. Also, with the outcome of our current ongoing work defining the business plan for the IOG, other staff roles will be re-aligned as required to ensure successful delivery of the new business plan when agreed and signed off by the Board. Roles and responsibilities of the Senior Management Team have been focused on delivering to an agreed new business plan and strategy.

Luke Perry is a new member of the team as we have introduced the role of SALTEX & IOG Events Director. Luke has joined the team and brings with him a strong C.V. of working in the exhibition sector. Luke will drive the strategy and development for SALTEX and other associated IOG Events. Amongst Luke's responsibilities will be: client /contractor relationship development and management, SALTEX communications strategy and media development, SALTEX sales & marketing strategy, press & PR, SALTEX promotion, SALTEX contractors management.

Alan Clarke - Director of Finance & Administration - Alan has taken on the secretariat of the organisation as well as the financial and office administration aspect of our business. Alans key areas of responsibility include : office operations, support and management (insurance, facilities and contracts and risks management, health & safety), accounts & finance management, IT system management including Oomi integration & management, data protection & information security, support and attendance at events, human resource policies & procedures, corporate governance & company's statutory responsibilities, investment management, contracts management, IOG Business Plan.

Tim Gray - Director of Membership & Brand Development (B2C / B2B) - Tim's key responsibilities include: membership strategy, services and development, communications strategy and media development, IOG CRM system, IOG sales & marketing strategy, customer care, press & PR, contributing to the IOG Grounds 4 Sport Campaign, IOG business plan, client relationship development and management, IOG products promotion, printing and production of IOG membership information and promotional material.



Jason Booth - Director of Technical & Learning Services – Jason’s role has expanded to incorporate IOG Learning alongside his existing responsibilities. Jason’s key areas of responsibility will be to lead the technical aspects of Technical & Learning Services, the development and implementation of the Grounds and Natural Turf Improvement Programme, management of the GANTIP network and associated NGB Stakeholders, develop training for pitch grading with the IOG Learning Team, key conduit for reporting on progress to IOG Board and funding partners, play an active role within the working group for the G4S Campaign, actively contribute to the development of IOG business planning, strategy and objectives, enhance knowledge & understanding of principles of sports turf management, develop opportunities to expand sport participation through the Grounds4Sport and GANTIP programmes and increase IOG membership, services and activities, promote the general awareness of the IOG and its valuable work and the IOG as the “go to” organisation in terms of advocacy and comment on ground management issues.

Given the timing of the restructure combined with the holiday period we have set about the task of developing our business plan to bring forward to the Strategy & Finance Group. The Senior Management Team have, with the help of members of the management team, met already on several occasions and we have a series of further meetings programmed in to finalise this area of work with a view to having an agreed new business plan to go live in April 2020 to coincide with our new financial year. We are, in reality, working on evolution rather than revolution. Our view is we now have strong foundations, good programmes in place but with some adjustment and focus the ability to build and strengthen going forwards.

Capacity has been a concern and the executive are addressing this as part of the phase 2 restructure process and looking at other roles required in line with decisions made within the business plan process. Restructure creates uncertainty but we do fully appreciate what our complement of staff do, the Business Plan is going to invest in key staff roles going forwards, Geoff invited a round of applause for the efforts of all staff over the past year.

Grounds4Sport - this was mentioned at last year’s AGM and we have moved forward, appointing Stand Agency to lead the campaign. They have already conducted research on our behalf, with 400 interviews completed. Stand Agency are about “behavioural change” not just PR, Peter Lee is the Chair of the G4S sub-group. Stand are homing in on our image and brand with particular attention on diversity.



Independent Industry Research - Carol Doran sent her apologies for not being able to attend today, we will be going public with this research shortly. The title will be “Sports Vital Profession” and Government is already showing interest in this sector.

Young Board - Geoff paid tribute to Anthony Facey, who will be stepping down as the interim Chair of the IOG’s Young Board, adding we have been very lucky to have you. John Wright has been appointed Chair and a new strategy will be finalised soon.

Geoff paid tribute to Eddie Seward MBE, confirming that the IOG had made a donation of £1,000 to Macmillan Cancer Support, the fund nominated by his family in his memory.

Moving on to the handing over of the Chair’s baton from David Teasdale to David Carpenter, Geoff highlighted David Teasdale’s decade of achievement as our longest serving Chairman. Adding that he had always allowed the Executive Team to work seamlessly with the Board. It’s fair to say progress with David’s leadership, combined with his keen sense of humour, ability to challenge, to dare and to drive the organisation forward, David has left a fine legacy for us to admire and enjoy, often in challenging and difficult circumstances.

Geoff commented that the incoming Chair, David Carpenter, was an understated individual whom he had met when working at the Lawn Tennis Association, many years ago. Adding that he was convinced that he is an excellent candidate for the IOG going forwards. I am sure you will join me in wishing David every success as our new Chairman and equally wishing David Teasdale every happiness and with it our grateful thanks for his decade of achievement as the Chair of the IOG.

The new Chairman, David Carpenter, was then introduced and confirmed the following changes to the Board of Directors, adding that Fred Hammond and Les Gibbs had given outstanding service, but they had now reached the end of their maximum term. David also explained that, for personal reasons, Pete Hussey stepped down during the year.

Standing down

Fred Hammond – Education Sector

Les Gibbs – Education Sector



The Chairman confirmed the following had been unopposed Nominations for the Board of Directors

James Wright - reappointed for Education Sector

Gregory Smith – new appointment for Education Sector

Newly appointed

Dr Peter Grant - new Independent Director

Andy Spetch - new Independent Director

David explained that Peter Grant had been unable to attend today due to the fact that his wife was recovering from a serious accident. Peter is Director of the Charity MSc programme at Cass Business School, City University of London and is one of the UK's leading practitioners in public and charitable funding.

David then invited each of the appointed Directors to address the meeting:

Andy Spetch is a Corporate Supporter of the IOG with British Sugar, where he has worked for 32 years. He has a background in farming and loves rugby, taking on the role of groundsman at Bury St Edmunds. As a result, he has grown into the IOG ideology and has attended SALTEX many times. Andy said he wants to help the IOG move forwards.

James Wright said he was excited about the future of the industry and could see changes coming. There is a need to broaden our approach and noted that diversity was an important element of that.

Greg Smith thanked the IOG for the opportunity to join the Board and make a contribution. Ever since he left school, on a YTS, he has been interested in the IOG. He has carried that through his time at Notts County Football Club and in his current role at Nottingham University. Greg wants to give back and help develop the industry and get more young people involved.

9. Changes to Memorandum and Articles of Association

David Carpenter then introduced the final Resolution of the meeting noting that, at last year's AGM, it had been decided to fully review the Memorandum and Articles of Association and bring them up to date. As can be seen the 2019 version has undergone significant changes and is a smaller document, it has had both a legal and a Board review.



RESOLUTION 3

To formally approve the redrafted Memorandum and Articles of Association replacing the existing version.

Proposer: James Wright

Seconder: Len Smith

Unanimously approved.

10. Any Other Business

None

11. David Carpenter closing remarks

We have a good Board of Directors, Strategy & Finance Group, CEO, Executive and Staff Teams. I want to set the bar higher, raising the profile and standing of our industry alongside other essential disciplines such as coaching and sports development. We are probably 10-15 years behind so it is going to be a long haul.

I was very concerned to see the results of the Industry Research recently completed by Carol Doran, there is a clear “ageing workforce issue” that must be addressed.

During my tenure as Chair I look forward to there being “full acceptance” of the Pitch Grading Framework. Despite the overall success of GaNTIP the time lapse in securing agreement for phase 2 by the stakeholders had caused the IOG to step in and keep the programme alive as funding was discussed, this goodwill gesture by the IOG should not be lost on the stakeholders and lessons learnt should be avoided in future negotiations for any future phases of GaNTIP.

Education and Learning are critical going forwards, we must overcome the barriers identified in the research. I very much would like to see “cost effective” volunteer training.

I want to see both SALTEX and the Awards thrive, ideally at the NEC.

Finally, I would like to close by saying a final goodbye to David Teasdale, who leaves as a result of the new Sports Governance Code recently introduced by Government, and to thank him for the outstanding job he has done for our industry under his tenure as Chairman.



IOG National Quiz

Announced that this year's runner up, to receive the CB WHITELEY MEMORIAL CHALLENGE CUP, is the Leicester Branch - Julien Morris collected on their behalf.

The winners, to receive the FOUNDER'S CHALLENGE CUP as originally donated by W H BOWLES, congratulated and applauded are Yorkshire Branch - collected by James Wright.

There being no further business the **Chair announced the AGM was now closed.**

By Order of the Board of Directors

Geoff Webb, CEO, The Institute of Groundsmanship, 28 Stratford Office Village, Walker Avenue, Wolverton Mill East, Milton Keynes, MK12 5TW