

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

HELD ON TUESDAY, 29 SEPTEMBER 2015

AT 10.00 AM

GEORGE KERR SUITE, BRITISH JUDO CENTRE OF EXCELLENCE

University of Wolverhampton, Walsall Campus, Walsall. WSI 3BD

PRESENT: Ronnie Saez, Chair and Chair, JudoScotland
Malgorzata Grzyb
Sara Hayes
Dave Clark
Loretta Cusack-Doyle
Andrew Haffner
Eddie Awford, Chair, England Area Clubs
Fred Prosser, Chair, Welsh Judo Association

IN ATTENDANCE: Andrew Scoular, Chief Executive
Colin McIver, Technical Director
Maria Turnbull-Kemp, Finance and Operations Director
Mark Beecher, Delivery Director
Sally Hurman, Executive Assistant

APOLOGIES: Mark Palios
Peter Blewett
Bill Taggart, Chair, Northern Ireland Judo Federation
Nigel Donohue, Performance Director

15/83 WELCOME

The Chair welcomed all to the meeting.

15/84 DECLARATIONS OF INTEREST

There were no declarations of interest.

15/85 MATTERS TO BE TAKEN UNDER ANY OTHER BUSINESS

There were no matters to be taken under any other business.

15/86 RISK REGISTER

The Risk Register had been circulated. The following matters were highlighted:

- **Sport England:** Funding notification was received yesterday. The matter would be covered later on the agenda.
- **European Open:** The Review is awaited. The matter would be covered later on the agenda.
- **Performance:** The Association is on track in terms of the review of Performance staffing.
- **Data Protection:** To be covered in the Chief Executive's Report. Mention was made of the ongoing safeguarding case which it was noted was historical. The case would be heard in the Crown Court. The Association had received some criticism with regard to record keeping as when the case was being investigated there was very little

documentation available. It was noted that the case first arose in the United States in the 1990s, although documentation suggested that the case had been dealt with by the Association. The Chief Executive undertook to provide a statement to Board members as to what could be said by Board Members if asked about the case. **ACTION: AS**

15/87 EUROPEAN CHAMPIONSHIPS REVIEW

The Executive, including the Chief Executive and Sally Hurman, left the meeting in order that Board could discuss this matter fully and openly.

The Executive re-joined the meeting.

15/88 MINUTES OF THE MEETING HELD ON 18 AUGUST 2015

Amendments to the draft minutes had been submitted by Loretta Cusack-Doyle which were acknowledge and would be incorporated for these minutes. However, it was noted that amendments would normally be made only to the substance of the discussion and the reporting of that discussion.

The minutes of the meeting held on 18 August were approved subject to the following amendments

15/88.1 15/78.1: VI Programme: To include the social inclusion element and the annual national Special Needs competition at Stoke Mandeville.

15/88.2 To incorporate Loretta Cusack-Doyle's comments, particularly regarding the UK Sport comment on structure.

Proposed: Andrew Haffner

Seconded: Eddie Awford

15/88.3 Board Precis: It was **AGREED** that the précis of the minutes should be submitted to Sara Hayes for amendment/approval before being uploaded to the web.

15/90 BOARD ACTIONS

The Action List was updated as necessary. The following matter was highlighted:

15/91 SPORT ENGLAND FUNDING

Executive staff left the meeting in view of sensitivities with the management structure and the effect of the reduced funding staff.

The Chief Executive gave the background to Board in that the Association accepted a reduced amount of funding from the previous cycle from which reduced from £10.2M to £6.41M; because this had been such a big impact the funding was front loaded over a period of time by £300K each year. The Association also received a letter from Sport England to say that all things being equal, if targets were achieved, they would meet to discuss funding for the subsequent two years. The Chief Executive advised Board that yesterday morning he had received verbal notification that the Association had been awarded an additional £400K towards the whole programme which was significantly less than anticipated. The Association is still required to meet the original 2013-17 targets.

A meeting will be arranged with Sport England with regard to late notification of the funding decision to investigate if there is any support to cover for the late decision.

That aside, cost savings are required across the whole Judo programme. This means that overall the Association is £700k short of the in the next 18 months. The Chief Executive and the Finance Director had worked over the last 24 hours to produce a worst case scenario of

the finances and how best to manage the situation. Over the last few months the Chief Executive had been working on a number of scenarios based on various levels of funding from SE and therefore we are able to produce this proposed restructure. As it had always been highlighted that if the additional funding was not forthcoming then we would need to make take appropriate action.

The presentation highlighted in some detail the next 18 months budget. However the Chief Executive would endeavour to ensure that wherever he could he would ease the impact on the number of redundancies.

The Chief Executive highlighted the areas where additional income to the association as well as general savings could be made as well as some additional areas where we could either increase or save costs.

Board members were asked to keep the matter strictly confidential; staff would be informed of the new structure on 6 October 2015.

The Executive staff re-joined the meeting.

15/92 CHAIRMAN'S UPDATE

- **Yorkshire/Humberside Championships:** The Chair regretted that he was unable to attend.
- **EJU and IJF Congress:** The Chair had attended the EJU and IJF Congress meetings with the Chief Executive and the World Championships with the President in Astana. He commented on the process for appointment to the Executive which was subject to a yes/no vote from individual nations; not a democratic process but IJF/EJU practice. He emphasised the need for GB international executive representation so as to try to have some influence on decisions at international level. Going forward, this should be a target for the BJA Board.
- **World Championships:** A very good event. The relationships with international partners appear to be repaired and any lasting animosity was not apparent.
- **Sainsbury's School Games:** Had been a fantastic event which the Chair had attended for the first time. The organisation was excellent and the players had a brilliant experience. Keith Merrick is analysing feedback regarding the quality of the refereeing team as it was considered not strong enough and concern had been expressed regarding some dangerous practice that had occurred. Andrew Haffner complimented Dermot Heslop for his excellent commentary; it was informative to all whether high grade or new to the sport.
- **UK Sport:** The Chair had attended a significant meeting with UK Sport's full team including the Chair and Chief Executive. The meeting was positive and the relationship is strong.
- **Junior European Championships:** GB had suffered three significant injuries. Ten players were placed in the top 8 with Gold, Silver and Bronze medals. Results bode well for the future. Congratulations were extended to the personal coaches and Centre of Excellence coaching team. It was noted that the Dutch Judo Federation was very interested in moving towards a centralised system.

15/93 CHIEF EXECUTIVE'S UPDATE

- **EJU Events:** The EJU is looking for hosts for various events, however, it was noted that the cost are becoming more expensive. The Chairman suggested that costs were obtained for hosting the Veterans' European Championships, Kata Championships and/or Cadet Championships as an alternative to other competitions. **ACTION: AS**

- **EJU Congress 2016:** The Chief Executive outlined the costs of hosting the 2016 EJU congress which would amount to circa £90K. It was **AGREED** at this time, it would be in the best interest of the Association not to host this event. The Chief Executive undertook to politely decline in view of the current economic climate and the impact of reduced funding on the Association at the moment.
- **Sport Strategy Consultation:** The Government had circulated a Sports Strategy Consultation Document across all Government Departments. The Chief Executive had circulated the draft response of the NGB CEO Forum and his own comments in response. It is clear that this Consultation is not just DCMS strategy, it is a Government strategy for all sports and, if agreed, all Government Departments are duty bound to commit to it. The Consultation predominantly addresses the possibility of a more structured approach to doing sport in the community and the need to encourage more young people to take part. Board members were invited to forward comments to the Chief Executive as soon as possible. **ACTION: ALL/AS**
- **Office Relocation:** UK Sport had made provision for £100K funding before the end of the financial year towards the relocation from Loughborough to Walsall. Unfortunately, Professor Ian Oaks had been on sick leave for some time following an accident and therefore progress had temporarily halted. Concern was expressed with regard to the staff who will not move to Walsall and the impact on customer service this will have in terms of the loss of knowledge and expertise. The Chief Executive agreed that the majority of staff would not relocate and the impact would be significant, however, arrangements will be made to phase the relocation and allow for staff training.
- **Directors' Election Process:** Dave Clark queried whether the confirmation of the election of the three Directors (for three vacant positions) is compliant with the Association's Memorandum and Articles. The Chief Executive undertook to contact Brabners for advice.

15/93.1 Data Protection

The draft Data Retention Policy specifically relating to Child Protection records had been circulated. Advice from Simon McKay had been incorporated and recommended that the Association retain child protection data for 35. Board **APPROVED** the Data Retention Policy for Child Protection records and requested sight of the overall Data Protection Policy which would address the retention policy for all other records. The Data Protection presentation made to staff by Harriet Barham had been circulated to Board members who were advised to read to ensure they are fully aware of DP requirements. **ACTION: AS**

Maria Turnbull-Kemp undertook to forward the link to changes to the data protection legislation to Sara Hayes. **ACTION: MTK**

15/94 STRATEGIC PANEL: PERFORMANCE PATHWAY

Nigel Donohue had given apologies for the meeting but had circulated his presentation.

Board noted Nigel Donohue's request that any player in an Olympic qualifying position be exempt from competing in the 2016 British Championships in December 2016 in order to focus on preparations for qualifying for Rio 2016. The Team will be taking part in the Asian tour (Korea Grand Prix and Tokyo Grand Slam) at the end of November/early December 2016 and will arrive back in the UK on 10 December 2015 giving only three days recovery time for the British Championships, placing athletes at greater risk of injury.

Board discussed the request in some detail and whilst appreciating the risk of injury considered that the British Championships could be part of the training cycle, Board members agreed that there was a chance of injury at any time. The audience should not be denied the opportunity to see elite players in competition. However, the request from the Performance Director asking for dispensation was based on expertise and analysis and should be seriously

considered. Board **APPROVED** the request for exemption of players in a direct Olympic qualifying position from competing in the 2016 British Championships. However, in future, the Championships should be built into athletes' training programmes as part of the process.
ACTION: AS/ND

15/94.1 **PMG**

Dave Clark confirmed that there had been no PMG meeting. He reminded Board that consideration was required as to the role of PMG in Performance in the future.

15/95 **STRATEGIC PANEL: ORGANISATION AND CULTURE**

15/95.1 **Finance Report**

The finance report had been circulated. The following matters were highlighted:

At the time the report was written, financially, the Association was on track. Now that the outcome of the Sport England decisions was known, a full reforecast will be produced. It was noted that Destination@BritishJudo was doing well producing a small surplus

15/95.2 **Events Report**

The events report had been circulated. The following matters were highlighted:

- **European Open, Glasgow:** As of this morning, 161 have confirmed participation; the maximum is 175 athletes for three mats. The venue caters for 2,500 spectators to date, 944 have confirmed and paid. The budget for the event is £40K deficit and it is hoped that revenue on ticket sales will mitigate costs. It was noted that JudoScotland will hold their AGM at the same time. Board were pleased to note that French athletes have entered, together with athletes from Italy, Spain, Mexico and the USA.
- **Awards Dinner:** Invitations to Board members will be circulated shortly. It is hoped that at least 300 people will attend this year's event. Corporate ties were handed to gentlemen Board members to wear on the evening.
- **European Open 2016:** EJU have accepted Portugal's request to merge the men's/women's event next year. There will be no European Open event in 2017
- **Development Event:** The Chairman undertook to pursue with JudoScotland the possibility of having a development event in Scotland

Sara Hayes and Loretta Cusack-Doyle left the meeting.

15/95.3 **Operations Report**

The operations report had been circulated. The following matters were highlighted:

PCI: The Association is fully compliant in advance of what required and protected. Staff training is currently being rolled out to ensure staff understand requirements for compliance.

15/95.3.1 **Revenue Policies:** Draft updated revenue policies had been circulated following approval by FRG. Board **APPROVED** the policies for implementation.

15/96 **STRATEGIC PANEL: ENHANCING DELIVERY**

The Enhancing Delivery report had been circulated. The following matters were highlighted:

- The academic year has started and is a busy period for membership retention and new memberships through university freshers' fairs.
- More detail had been included in the membership data to include age groups, areas and differences from 1 April.
- It was noted that there were now 80 VI players for regional events. It is hoped that this number will increase in the future.

15/96.1 Sport Collective

Malgorzata Grzyb tabled a paper regarding Sport Collective the sponsorship company engaged to seek sponsorship for the Association. Their key focus is to try to secure a key sponsorship partner; several companies are currently being pursued. In addition, the Association is liaising with Vauxhall, Toyota and Nissan with regard to a sponsorship partner arrangement prior to Rio 2016. A spring water provider had provided sponsorship in kind. A positive meeting with CIMAC had taken place with potential for merchandising their products. Several contacts are being pursued but, as is the case in the current economic climate, the process is a long one.

15/97 STRATEGIC PANEL: TECHNICAL STANDARDS

The following matters were highlighted:

- **Promotions to 7th Dan:** It was noted that EJU approved promotion to 7th Dan on 10 September 2015 to Dr Mike Callan and Ray Stevens.
- **International Refereeing:** It was noted that two GB referees had qualified at IJF B level, the first in ten years: Archi Shrimpton and Lisa Harrison. The Chairman undertook to write to congratulate both on their achievement. **ACTION: RS**
- **Australian Judo Association:** It was noted that Mike Callan had been appointed as Performance Director for the Australian Judo Association. The Chairman undertook to write to congratulate Dr Callan on his appointment. **ACTION: RS**
- **BJA Level 4 Coaching:** The first cohort of students finish their studies in January 2016. Board will recall the decision to approve the Level 4 two years ago.

15/97.1 Promotion to 6th Dan

Board **APPROVED** unanimously the promotion of Steve Cross to 6th Dan.

15/97.2 Competition Pathway Review

The Competition Pathway Review paper had been circulated and included U8s.

Under 8s: Andrew Haffner and Keith Merrick had met with Terri Elliott and Preena Patel in order to discuss fully and clarify club development level tournaments, refereeing requirements and the need for a structured approach in order to provide a 'festival' type event. The regulations around insurance will be made very clear.

Board **APPROVED** the recommendations and Colin McIver undertook to ensure that there was clear distinction between the levels appropriate to the age and experience of the player.

15/98 ANY OTHER BUSINESS

15/98.1 IJF Judge Status Kata

Eddie Awford informed Board that Sean Nuttall had qualified in Nage no Kata and Kodokan Goshin Jutsu. The Chairman undertook to write to congratulate him on his achievement. **ACTION: RS**

15/99

DATE OF NEXT MEETING

It was **AGREED** that the meeting scheduled for 21 October 2015 is cancelled.

It was **AGREED** that the next meeting would take place on 29 October 2015 if the report on the European Championships Review had been received.

Post meeting note: The meeting scheduled for 29 October 2015 was cancelled and it was agreed that a full Board meeting takes place:

Date: Friday, 6 November 2015

Time: 4.00 pm

Venue: East Midlands Conference Centre, University of Nottingham

There being no further business, the meeting closed at 2.50 pm.