

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD ON TUESDAY, 31 MAY 2016
AT 10.00 AM
CENTRE OF EXCELLANCE
WALSALL**

PRESENT: Ronnie Saez, Chair and Chair, JudoScotland
Malgorzata Grzyb
Sara Hayes
Alan Rickard
Peter Blewett
Andrew Haffner
Eddie Awford, Chair, England Area Commission
Loretta Cusack-Doyle (arrived at 11.45am)
Bill Taggart, Chair, Northern Ireland Judo Federation
Ryan Wilkinson
Andrea Davis, Vice Chair, Welsh Judo Association
Brian Davies (Joined the meeting from 19.3 on the agenda and left after the in camera session)

IN ATTENDANCE: Andrew Scoular, Chief Executive
Colin McIver, Sport Director
Maria Turnbull-Kemp, Finance and Operations Director
Nigel Donohue, Performance Director (18.11.2)

APOLOGIES: Fred Prosser, Chair, Welsh Judo Association

20/0 WELCOME
The Chair welcomed all to the meeting and in particular the new independent Board member Ryan Wilkinson. The Chair explained that due to the late arrival of Loretta Cusack-Doyle the timings of agenda items would be changed to ensure that LCD would be in attendance for the governance element of the meeting.

20/1 APOLOGIES
Fred Prosser, was not in attendance but did send a representative Andrea Davis, Vice Chair, Welsh Judo.

20/2 STRATEGIC PANEL: ORGANISATION

20/2.1 Finance Report

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

- Legal fees were significantly over budget and that it was expected that additional costs are still being incurred.

- MTK highlighted that due to the underspend by the existing Chair and the Commissions the overspend incurred by the Board due to additional meetings and travel expenses had been more or less offset.
- The finance report was accepted by the Board and no further questions were raised.

20/2.2 Events Report

The events report had been circulated prior to the meeting and no questions were raised.

20/2.3 Operations Report

The operations report had been circulated prior to the meeting.

- It was requested by RS that he would like to see the overall comparison of membership figures within the report on an annual basis, month by month. AS explained that this was already part of the Sport's Director Report but it was agreed that this would be now be included from the next report.

ACTION: MTK will include an overall membership figure within the Operations report.

- SH asked whether the corporate KPIs would be included within the Operations report. AS explained that all the organisation's KPIs would be maintained centrally as part of the VMOST Strategy.

20/3 PERFORMANCE:

ND presented an update of activity that had taken place since the last Board meeting. A copy of the presentation will be sent out for Board information.

- The presentation highlighted by ND was that British Judo Trust had provided support to one of the athletes. The Chair and Board formally thanked Brian Davies, Chair of British Judo Trust for all the support the Trust had provided.

20/4 STRATEGIC PANEL: COMMERCIAL AND FUNDING

The Commercial and Funding Report had been circulated prior to the meeting:

- AS highlighted that discussions are taking place with Physique to finalise the in-kind agreements.
- APlan Insurance had now been launched, the payment terms were clarified as follows:
 - £5 was payable for any enquiry – paid to the British Judo Trust
 - £30 was payable if a policy was taken out to the BJA
 - £10 was payable if a policy was renewed paid to the BJA.

20/5 STRATEGIC PANEL: DELIVERY AND TECHNICAL

20/5.1 Golden Score for Minors:

AH spoke to the paper on the implementation 'Golden Score for Minors' previously circulated. Not everyone was in favour of the options presented but the general consensus was that option 2 was most workable solution and it was agreed that we would go with this option for a trial period:

“At Level Three (or Two and Three) events, in categories involving technical restrictions, golden score will be limited to a maximum of two minutes. If scores are level at the end of this time, hiki-wake is given. The players then have a minimum of three minutes’ rest time, after which the contest recommences in golden score. If there is no resolution of the contest (i.e. no score or penalty) after a further three minutes, the process of hiki-wake, three minutes’ minimum rest and re-commencement in golden score is repeated.”

ACTION: AS would be confirming with Perkins Slade to advise them of the changes and ensure that they are in agreement.

20/5.2 Guidelines for Judo Festivals

AH spoke to the paper on the implementation ‘Guideline for Judo Festivals’ previously circulated. He stressed that this was a first draft and the proposals required more work but it was presented to engender discussion by the Board.

ACTION: The guidelines were approved in principle but further clarification was required and the item was to be referred by to the Board for further discussion. **AH/CMcl**

20/5.3 Shime-waza (strangles) - Proposed Rule Change for Cadets

Concerns were raised by AH with regard to the current contest rules which allowed cadet players to continue to compete after they had been rendered unconscious as a result of a shime-waza (strangle). He stated that we had fallen behind the IJF Rules for Cadet Events who did not allow players at this level to continue. There was a discussion around the safety aspects of players under 18 years of age and whether we should extend this rule to all cadet players.

ACTION: It was agreed that we would fall in line with the IJF Contest Rules that stated any player being rendered unconscious as the result of a shime-waza (strangle) in cadet competition would be withdrawn from the event and not be allowed to compete again on the day.

It was suggested that we investigate whether it would be advisable to implement this rule for all players under 18 years of age regardless of the type of event. Medical and legal advice would be sought and the issue brought back to the Board for further discussion. **AH/CMcl**

CMcl would ensure that the information was widely disseminated.

20/5.4 Sport England 12 Month Review & Community Delivery Report

CMcl spoke to the Sport England 12 Month Review and Community Delivery Reports previously circulated and reported on his meeting with Sport England. Following discussion, the reports were approved.

20/5.5 BJA Statistics

An infographic showing current statistics was presented. CMcl raised concerns were raised over the drop in WJA membership. He also raised concerns over the low number of valid coaches and reported that we were researching the causes and would be reporting back to the Board with recommendations when we the research was completed.

ACTION: AD agreed to check the WJA figures to ensure that they were correct. Coach Revalidation to added to the current action list for adding to a future agenda.

20/5.6 Promotions to 6th Dan

Due to a conflict of interest the Chair left the room whilst discussions took place.

The following promotions to 6th Dan were approved:

David Ede
George Moss
Steve Clark
Paul Moss
Ronnie Saez

20/6 CHAIRMAN'S REPORT

20/6.1 EUROPEAN CHAMPIONSHIPS INDEPENDENT REVIEW

The SMT were asked to leave the room whilst discussions took place in respect of the European Championship. A separate confidential note was made by MG

20/6.2 Independent Board Member Election: The Chair informed the Board that Malgorzata Grzyb was up for re-appointment as an Independent Board member and that she was also willing to stand for another term.

The Board **AGREED** that the Malgorzata Grzyb based on her contribution to the Association they were unanimous in her remaining on the Board for a second term as per the M&A.

20/6.3 GOVERNANCE REVIEW

AS highlighted to the Board that there needed to be a review/rewrite of the Memorandum and Articles of Association. RS highlighted to the Board, that following a meeting with Rod Carr, Chair of UK Sport was informed that the Code of Governance which was implemented under Tony Blair, was not optional, and that funding would be removed if we did not adhere to the guidance.

A formal tender process has been adopted in respect of taking this forward. AS shared the proposed tender document with the Board. AS highlighted that the timetable within the document was really tight, but felt that this may stretch beyond 5 November 2016. He stressed it was important to engage with the clubs and have a clear rationale behind the decision.

AGREED that the tender proposal submitted was accepted. A steering panel and a selection panel should be formed. Ryan Wilkinson would represent the Board on the Steering Panel and Sara Hayes will be on the Selection Panel. AS would seek members from the Council and will be attendance on both panels.

BOARD TRAINING

SRA will be providing a two-hour session at the next Board meeting. A questionnaire will be sent out prior to the meeting. The meeting will be schedule for 21 June 2016. We are provided

with a free four-hour session from the SRA, all other time is charged at £250 per day. This will lead to individual training sessions and group sessions for the Board

20/7 DECLARATIONS OF INTEREST

There were no declarations of interest.

20/8 MATTERS TO BE TAKEN UNDER ANY OTHER BUSINESS

- Northern Ireland Officials

20/9 RISK REGISTER

AS informed the Board that the SMT had started work on refining the Risk Register, this work is ongoing with additional columns and headings. The new and raised risks were highlighted by the CEO.

MG raised that due diligence be done on APlan as a matter of good practice.

SH wanted clarification on the understanding of the terminology on the “Action Column”

ACTION: AS to add a description key on the bottom of the Risk Register to provide further clarification.

ACTION: AS to provide background and financial overview on APlan.

20/10 MINUTES OF THE MEETING HELD ON 5 APRIL 2016

The minutes of the meeting held on 5 April were approved

Proposed: Eddie Awford

Seconded: Andrew Haffner

20/11 BOARD ACTIONS

AS updated the Board in respect of the Board actions.

The Chair thanked the SMT for all their help whilst AS was not available.

20/12 CHIEF EXECUTIVE’S REPORT

The Chief Executive’s report had been circulated. The following matters were highlighted:

Sport England Strategy: AS had previously sent out the SE Strategy, he highlighted that they have the same amount of money but have a bigger remit. They want NGBs to be more self-sufficient, however, the priorities are geared more to physical activity and people being active more often and a reduction in NGB core activities. The positive, due to the wider remit and the focus on younger participants (5 years and above), Judo’s engagement in this lower age band will hopefully enable the Association to be better placed to access additional funds for this age group.

UK Sport Submission: AS attached the feedback from UK Sport on the Tokyo strategy and highlighted that the feedback from UK Sport was very much “template” focused and that we were disappointed, as the feedback was very limited.

Strategy: VMOST will now be finalised as we now have the Sport England Strategy and that will be incorporated within the document.

Destination@BritishJudo: AS highlighted that the programme was doing well and a new hub was being developed in the Sheffield area. AS highlighted that we were keen to work with areas/clubs to expand further.

Staffing: AS updated the Board on staff changes.

20/13 ANY OTHER BUSINESS

No other items were raised, Items raised by Bill Taggart, was dealt with by AS prior to the meeting.

20/14 DATE OF NEXT MEETING

Date: Tuesday, 21 June 2016
Time: 10.00
Venue: British Judo Centre of Excellence, Walsall

20/15 Dates of Meetings: 2016

Tuesday, 6th of September 2016
Friday, 14th October 2016 - Glasgow
Tuesday, 6 December 2016

There being no further business, the meeting closed at 4.20 pm