

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD ON TUESDAY, 6 SEPTEMBER 2016
AT 10.00 AM
CENTRE OF EXCELLENCE
WALSALL

PRESENT: Ronnie Saez, Chair and Chair, JudoScotland
Malgorzata Grzyb
Alan Rickard
Andrew Haffner
Loretta Cusack
Ryan Wilkinson
Fred Prosser, Chair, Welsh Judo Association

IN ATTENDANCE: Andrew Scoular, Chief Executive
Colin McIver, Sport Director
Jeremy Beard, Haysmacintyre
Ieva Zulyte, Executive Assistant (note-taker)

APOLOGIES: Bill Taggart, Chair, Northern Ireland Judo Federation
Eddie Awford, Chair, England Area Commission
Sara Hayes
Peter Blewett

22/0 WELCOME

The Chair welcomed all to the meeting and introduced Jeremy Beard from Haysmacintyre, who will be presenting the British Judo Association Accounts and Financial Statements for the year ended 31 March 2016.

22/1 APOLOGIES

Apologies were received from Bill Taggart, Sara Hayes, Peter Blewett and Eddie Awford, due to other commitments.

22/2 DECLARATION OF INTEREST

There were no Declarations of Interest.

22/3 ANY OTHER BUSINESS

It had been brought to the Board's attention that the recent incident concerning email correspondences was an item requiring the Board's attention.

22/4 ACCOUNTS FOR THE YEAR ENDED 2015/16

Jeremy Beard, Haysmacintyre presented the Accounts to the Board and explained the process, which had been followed to produce the financial document and highlighted the matters raised in the report. The Management Letters had been issued for signature by the Chair. The Accounts for the Year Ended 2015/16 had been approved, subject to amendments.

Jeremy Beard left the meeting at 10:35am.

22/5 RISK MANAGEMENT

AS presented the Risk Register, emphasising that it was to be anticipated that following the completion of the Governance Review, there would likely be a number of governance related risks to be included on the Register.

The Risk Register was received.

22/6 MINUTES OF THE MEETING HELD ON 21 JUNE 2016

The minutes of the meeting held on 21 June 2016 were approved.

Proposed: Alan Rickard

Seconded: Fred Prossner

22/7 BOARD ACTIONS

AS updated the Board in respect of the Board actions. It was noted that the date of the Action Checklist required that completed actions be taken off the sheet submitted to the Board.

ACTION: AS

22/8 CHAIRMAN'S REPORT

22/8.1 OLYMPICS GAMES RIO 2016

The Chair reflected on the recent Olympic success in Rio, with Sally Conway taking the Bronze medal and all other players performing to their respective ranking or above. It was highlighted to the Board that the UKS Medal Target has been achieved and a letter from UKS detailing potential re-categorisation had been received. It was considered that a formal 'thank you' letter was to be sent to the Olympic and Paralympic players, coaches, respective Clubs and national coaching personnel.

ACTION: AS

PROMOTIONS COMMISSION

It was noted that the Promotions Commission had suggested the promotion of Sally Conway.

ACTION: AH/CMc

BRITISH CHAMPIONSHIPS

It was noted that involving Olympic and Paralympic players in the presentation of medals at different events was of vital importance, in order to retain the profile of former Olympic Champions.

ACTION: Events Team

GOVERNANCE CONSULTATION MEETINGS

The Chair reflected on the success of the nation-wide governance consultation meetings with over 100 people participating in the process. It was noted that the feedback received during the process of the meetings was mostly positive and the meetings were appreciated by many. The Board considered, whether, such meetings should be rolled out on a regular basis. It was noted, that the Governance Survey results were to be populated to the Board in due course.

DISCUSSION FORUMS

It was noted that the BJA currently does not have an appropriate forum for discussions, which would allow for a timely response to various queries, without unnecessary escalation. The Board discussed, whether, the Association's Facebook page was an appropriate mean to act as a discussion forum.

INTELLECTUAL PROPERTY RIGHTS

A discussion took place in regards to the BJA IP Rights. The effect on the Association had been considered in depth and it was agreed that legal advice was to be sought to protect the Intellectual Property of the Association and avoid any potential damage to the Association's reputation.

ACTION: AS

RESOLUTIONS AT AN AGM

A discussion took place, considering the voting rights at the forthcoming AGM and the means of communications that were to be followed. Following an extensive discussion it was agreed that the resolutions were to be put to a postal vote for all valid resolutions put forward. The Board considered the effects of the resolutions which were proposed, on the UKS funding and the Association as a whole, considering the likelihood of actions UKS/SE may take, highlighting that such action carried a high likelihood of funding being stopped, should the resolutions be passed.

It was noted that a statement was required, in the event of any resolution being rejected, as part of the Board Director's duty to act in the best interest of the Association; ensuring a functioning quorum on the Board.

It was agreed that Legal Advice would be sought on the validity of the resolutions and the potential strategy for the AGM and informing the key funding partners.

ACTION: RS/AS

ELECTIONS

It was highlighted that the AGM and the Election Process was not running parallel this year, due to potential changes to the Memorandum and Articles, which had not yet been known.

UK SCHOOL GAMES

The Chair highlighted the success of this year's School Games and updated the Board on the results achieved. It was recognised by the Board, that Kerry Tansey had performed especially well.

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

Outstanding Roles: The Board were updated on the roles which had not yet been filled and the difficulties the Association faced in the appointment to those roles.

Sport England: AS highlighted to the Board the extensive research Joyce Heron and Colin McIver had undertaken on the patterns of activity and levels of participation, which will be circulated to the Board at a later stage. AS advised on the forthcoming meeting with SE on Friday, 2nd September to identify the initiatives and final document to be circulated at the end of September/October.

UK Sport: It was highlighted that there was high likelihood of being placed at a higher bracket, given the request by UKS to review the medal target, pushing BJA to a multi-medal sport, which would have a positive effect on the future funding. It will not be known how much funding had been secured, until the beginning of November. AS updated that UKS were of the view that the delivery of the strategy is done very well, however, matters such as global randori required to be picked up on, likely requiring a review.

Tokyo 2020 Strategy: AS highlighted that the strategy had been approved and signed off by UKS and the Review had now begun. The Chair added that the implementation element of the strategy was of vital importance, which will be highly dependent on the amount of funding secured.

Job Description Changes: A discussion took place in relation to changes in job descriptions in the structure and path of the particular job roles. It was noted that an extensive HR process was to be undertaken with the help of an external HR consultant to ensure transparency within the Association.

Welfare: AH highlighted the weakness in the Welfare position, which had now become a cause for concern. AS advised that a Head of Safeguarding and Welfare of Manchester City was due to review the sessions to ensure the elements and processes of Welfare are appropriately addressed and followed. It was further highlighted, that a statement within the Tokyo document had been made prioritising not only independent but, also, strong elements of Welfare and Safeguarding.

Player Bonuses: AS updated the Board on the Insurance Policy which had been taken to secure player bonuses for any successful medallists. It was noted that changes had to be made to the policy, however, they had not affected the premium.

Board of Directors Agenda Items: AS highlighted that the main focus during the October month will be on SE and UKS submissions, which will be circulated to the Board in due course. The Board was made aware that the next meeting will take place at the end of September for the discussion of Resolutions.

Working Group Report to be included on the October Meeting Agenda.

ACTION: AS

Date of Next Meeting: Thursday, 29th September 2016

Tuesday, 25th October 2016

AGM:

Saturday, 5th November 2016

22/9.2 Extension for the Acceptance of Resolutions

The Report was received.

It was agreed that the deadline for the submission of Resolutions be extended to the 28th September 2016.

22/9.3 Child Protection Update

The update on Child Protection was received.

It was noted that names of the clubs or districts should not feature on the Reports.

ACTION: AS

22/9.4 Record Books

The Record Book Incident Report was received.

It was emphasised to the Board that colour placement and highlighting had been incorporated to bring to the attention of the members that the record book is not charged for. The Board discussed matters surrounding the Whistleblowing Policy.

It was suggested that an additional statement was to be put out explaining the circumstances.

ACTION: AS/AH

22/10 STRATEGIC PANEL: ORGANISATION

22/10.1 Assurance Process

The Assurance Process was received.

22/10.2 Finance Risk and Governance Report

The Finance, Risk and Governance Report was received.

22/10.3 Events Report

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

- New website now up and running
- Events Calendar corrected to a more user friendly calendar for mobile and tablet users
- School Games saw some fantastic results
- EU Open – over 700 tickets sold with competition coming from a number of countries.
- Neil Adam's 50 Years In Judo Charity Gala on 22nd October, 2016 in Coventry

22/10.4 Operations Report

The operations report had been postponed until FRG have approved. IT element of the Report was received.

22/11 STRATEGIC PANEL: DELIVERY AND TECHNICAL

21/11.1 Membership Numbers

It was raised that in order to secure SE funding the Association was required to become more club orientated to ensure growth, through development of coaches etc. Camps and other events for families needed to be held at the points of low membership. It was acknowledged, that due to a large number of children taking vacation over the summer months, membership is negatively affected, as well as, some choosing to focus on other aspects, such as education, rather than the sport.

Presentation of the survey to be circulated to the Board following the meeting.

ACTION: CMcl

22/11.2 Hosting of National Events

CMcl gave a presentation and the following points were highlighted:

- Complaints had been received by head office following the National Teams. NCTOC (National Competitions & Technical Officials Commission) were asked by the Board to deal with a complaint regarding the running of the event. A national seminar for technical officials and competition organisers is to be held next Sunday (September 18) and the issue of hosting of national events is on the agenda. Board members noted that the computer system used for the National Teams this year was not fit for purpose. Andrew Haffner stated that requirements for future hosted national and ranking events (including Ippon League) include use of a computer system approved by NCTOC. Two such systems are currently approved, the one used for the National Teams was not approved and extremely unlikely to become approved. Neither NCTOC nor head office had been consulted over the use of that computer system and both would have advised strongly against it.

Following the declarations of interest from organising bodies for 2017 events, the Board agreed the following hosts:

- English Pre-Cadet & Cadet Open: Eastern Area
- English Junior & Senior Open: Samurai JC
- British National Teams: South
- British Masters & Minors: Welsh Judo Association
- British Kata: South.
- Alan Rickard had an idea for hosting the National Teams over two days and combining with the British Kata. However, in view of the additional potential expense for teams entering, it was suggested that South should consult with all other Areas and Home Countries before pursuing that idea.

22/11.3 High Grade Promotions

The Board unanimously approved the promotion of J Burns to 6th Dan.

Having agreed that the element of contribution by the individual outweighed the element of time, the Board unanimously approved to award B Davis the 6th Dan Promotion.

22/12 STRATEGIC PANEL: COMMERCIAL UPDATE

It was highlighted that the relationship with Sport Collective was to be terminated, due to unaffordability; notice was being served.

The Board discussed the potential nominees for the Honours System with the Awards Group following up on the Honours.

22/13 ANY OTHER BUSINESS

There was no any other business.

22/14 DATE OF NEXT MEETING

Date: Thursday, 29th September 2016
Time: 10.00
Venue: British Judo Centre of Excellence, Walsall

22/15 Dates of Meetings: 2016

Tuesday, 25th October 2016
Tuesday, 6 December 2016

There being no further business, the meeting was closed at 15:55 pm