

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

HELD ON TUESDAY, 13 FEBRUARY 2018

AT 10.00 AM

BOARD ROOM – BJA CENTRE OF EXCELLENCE

UNIVERSITY OF WOLVERHAMPTON, WALSALL CAMPUS, WOLVERHAMPTON, WSI 3BD

PRESENT:	Ronnie Saez, Chair	(RS)
	Peter Blewett	(PB)
	Andrew Haffner	(AH)
	Alan Rickard	(AR)
	Malgorzata Grzyb	(MG)
	Loretta Cusack-Doyle	(LC)
	Bill Taggart, Chair Northern Ireland Judo Federation	(BT)
	Claire Lish	(CL)
	Graham Campbell	(GC)
IN ATTENDANCE:	Andrew Scoular, Chief Executive	(AS)
	Gary Henderson, Corporate Services Director	(GH)
	Mike Cooper, Financial Controller	(MC)
	Colin McIver, Sport Director	(CMcl)
	Nigel Donohue, Performance Director (part time)	(ND)
	Sharon Hellend (Minute Taker)	(SJH)
APOLOGIES:	Ryan Wilkinson	(RW)
	Fred Prosser, Chair, Welsh Judo Association	(FP)

33/1 WELCOME

The Chair welcomed and thanked everyone for attending the meeting and in particular welcomed back Alan Rickard and also Graham Campbell who was attending his first British Judo Association Board meeting as a representative of JudoScotland.

33/2 APOLOGIES

The Board were advised that apologies had been received from:

- Ryan Wilkinson
- Fred Prosser

33/3 DECLARATION OF ANY INTERESTS/CONFLICTS

There was no declaration of interests with regard to items on the agenda.

However, the Declaration of Related Parties Transactions, circulated prior to the Board meeting was reviewed and the following amendments with regard to 'Other Business Interests including Directorship/Major Shareholdings' were requested:

Bill Taggart should read Northern Ireland Judo **Federation**
 Alan Rickard Director of Croydon Judo Cub
 Chairman of Southern Area

33/4 ANY MATTERS FOR ANY OTHER BUSINESS

There were no other matters for any other business.

33/5 MINUTES FROM PREVIOUS MINUTES**33/5.1 MINUTES OF THE MEETING HELD ON 12 DECEMBER 2017**

The Minutes of the meeting held on 12 December 2017 were accepted as a true and accurate record of the meeting.

Proposed: PB

Seconded: BT

33/6 ACTIONS ARISING FROM PREVIOUS MEETINGS (not included on the agenda)

The Action List circulated prior to the meeting was noted and AS gave an overview of the current positions:

19/13.1 – Relationship between the BJA and BJJ – No response has been received following the letter that the BJA sent but PB advised the Board that a copy of the Minutes from the 12 December 2017 have been requested by Ray Stevens & Ed Semple.

Action: AS

26/7 – Chairmans Update – Conduct & Complaints Policy – we have now had information back from Brabners who have revamped the policy. This has now been sent to the Conduct & Complaints Commission for their review and will be brought back to the Board as and when information has been fed back from the Conduct & Complaints Commission.

30/7 – Sports Governance Code – how future information is to be provided to SportEngland – MC confirmed that the promised template which is to be used to give a breakdown of how we spend grant money including Sport England and UK Sport money is still awaited. He confirmed that he has chased this and has been advised that Haysmacintyre are still awaiting advice from the funders before being able to create such a template.

31/12.1 – World Medallists – Promotions and Life Membership – AS advised the Board that the insurance has been looked into and the providers are happy to continue at the same level as previous for now but want to review their decision in January 2020 - 6 months before the Olympic Games in 2020.

32/7 – Annual Awards Dinner – The 2018 Annual Awards Dinner is scheduled to take place on Saturday 3 November 2018. AS advised the Board that as soon as planning is underway for this event, both RS and LC will be asked to become involved in the preparation work.

32/7 – Commonwealth Judo – AS informed the Board that a meeting had taken place with Marius Vizer in Paris on Sunday 11 February and a further update on this would be provided later in today's meeting.

33/7 RISK REGISTER

The Board Members noted the summarised version that had been circulated prior to the meeting and AS drew attention to the following items which had changed since the last issue:

Item 1 – Performance – The Culture, values and behaviours of coaches, athletes and support staff meet the standards required to ensure continued funding. - AS explained that this item fell

originally under the remit of the Performance Director but following the recent Cultural Health Check, this item would now be looked after by both the CEO and Performance Director.

Item 2 – Performance – Failure to recruit visually impaired athletes onto the visually impaired performance pathway will result in loss of funding for the sport of judo. Potential loss of £289k. This will have an impact on the SSSM support team with the loss of potentially 2 people – AS explained to the Board that he, ND and PB were asked to go to a panel meeting at the offices of UK Sport to explain why only 4 of the 6 places had been taken up. A robust case was put across to UK Sport which was accepted and there was no impact to BJA regarding the loss of £289k out of the VI programme.

Item 3 – Operational – The association relies almost totally on Judo Technologies to support and deliver the IT component for competitions and events. Therefore, if this organisation decides not to continue or stops the service the potential for competitions and events is being adversely affected – AH explained that Judo Technologies is free to air and everyone is able to use it. However, it was agreed that the BJA needs to ensure that a second highly computer-literate person with good competition organisation experience is identified so that they can be developed as a reserve operator together with investigating other opportunities.

AS to circulate updated risk register comment.

Action: AS

33/8 CHAIRMAN'S REPORT

RS apologised to the Board for the late submission of his report which he had held back until after he had attended the Paris Grand Slam event at the weekend as he wanted to include as much detail as possible regarding items he had been involved with. An overview of his report was given and particular mention was made of the following items:

33/8.1 **Cultural Health Check Document** – RS reminded the Board of the meeting that had been called at UKS for him and MG to attend to discuss the Cultural Health Check Document back in December 2017 but due to adverse weather conditions, the meeting had had to be rescheduled to January 2018.

The Board were informed that this meeting has now taken place and UKS have agreed that the Cultural Health Check should be a more focused and prioritised document. RS also informed the Board Members that the discussions with UKS had also covered how the BJA's progress will be monitored.

RS also advised the meeting that during discussions with UKS, it had become apparent that they were keen that the terms of reference and the membership of the PMG be reviewed. The Board were informed that the structure of this commission will be looked at over the next couple of months. Regarding the CHC report although there was never a direct suggestion that funding will be withdrawn however, there were clear indications that failure to improve the culture would have an impact on the funding.

The Board were also informed that mention had been made by UKS that they may carry out visits to NGBs to do a formal evaluation in the form of 'test the temperature' type of visit. If UKS decide to carry out these visits, it is likely to be done in June with a more formal evaluation being carried out in October/November time.

RS reminded the Board that the culture health check document is not just relating to the Performance Department, it relates to the whole organisation and its values and BJA needs to ensure that everyone within the Association knows the values of their roles.

33/8.2 **Meeting with BJC** – RS advised the Board that both he and AS had met with Bernard Richmond from British Judo Council on 6 February. This meeting included discussions regarding the

Destination@BritishJudo initiative due to it having caused some disruption with some of the clubs within their area.

However, having now had discussions with the BJC regarding their concerns, it would appear that the real issue is with clubs that are run by people who do not want to be associated with the BJA. It was agreed, therefore, that the BJC would investigate these issues further and no further action is required by the BJA at this time.

- 33/8.3 **Meeting with Tracey Crouch** – efforts are underway to try to get a meeting with Tracey Crouch and discuss with her the issues surrounding safeguarding.
- 33/8.4 **Council Meeting** – this meeting is scheduled to take place on Saturday 24 February 2017 where RS and AS will report the third quarter progress against the business plan to the Council Members.
- 33/8.5 **Budokwai Centenary Event** – RS wished to congratulate the Budokwai on their Centenary event that he attended on 3 February 2018 and in particular gave thanks to both Peter Blewett and Brian Davies on an excellent event. He also wished them luck in raising the finances to be able to carry out refurbishment works at the Budokwai.
- 33/8.6 **Veterans Event** – planning is well advanced and to date approximately 350 judokas have expressed an interest in taking part.
- 33/8.7 **Paris Grand Slam Event** – RS attended this event and updated the Board with regard to meetings that were held there:
- **Meeting with Jane Bridge** – at this meeting Jane Bridge expressed concern that the contract for the Veteran European Judo Championships 2018 had not yet been signed. RS had explained that the contract would be the topic of discussion at today's Board meeting where hopefully it could be agreed and signed off. Jane Bridge was happy with this explanation.
 - **Meeting with Marius Vizer** - RS and AS had what they felt to be a disappointing meeting with Marius Vizer on Sunday 11 February 2018 where it became apparent that his views of judo fell in to only 3 areas, marketing, events and medals and if there is no sponsorship then the President should contribute from his own pocket.

RS advised the Board that he was very surprised at this remark as it has always been BJA's strategy that judo should be developed and to encourage more people to participate.

- 33/8.8 **Potential Grand Prix Event** – RS advised the Board that if enough money can be raised and Destination@BritishJudo continues to grow, it is hoped that the BJA can hold a Grand Prix event and bring in a sponsor. However, although the BJA would seek a contribution towards this event from the IJF it is highly unlikely that any funding would be available for the event.

Discussion took place with regard to the costs associated with running a Grand Prix event and it was estimated that these would be in the region of an annual cost of £250,000. The contract would be for a 4-year term. The Board acknowledged that this was a lot of money and accepted that this event may not be able to be run due to the costs.

There were no further questions raised regarding the Chairman's report.

33/8.9 BOARD EVALUATION UPDATE

RS advised the Board that he hopes to undertake evaluations either on a face-to-face or over the telephone basis for Members of the Board within the next 2 months with the exception of CL which has already been carried out. The Board were advised that the format will be an informal conversation based around the 'needs' and 'wants' as a Director.

The Board were informed that MG should carry out the evaluation for RS.

Action: RS/MG

RS agreed that he would forward a copy of the Board evaluation form that is used at Judo Scotland so the Board Members can see what is expected of them in their evaluation.

Action: RS

33/8.10 SKILLS MATRIX – QUESTIONNAIRE

The Board were thanked for their time completing the Self-Assessment Board Matrix that they had completed and submitted in January 2018 and they noted the anonymous summary sheet of results sheet that had been compiled and circulated prior to the meeting.

The Board were informed that this exercise will be repeated every year plus externally facilitated every 4th year to ensure that the right types of skills are always available on the Board.

Their attention was drawn to the lack of skills in the legal and IT areas and were informed that these will be an essential area when looking to recruit for the vacancy of the Independent Non-Executive Director.

The Board were also informed that the Skills Matrix Document would continue to form the basis of identifying any training requirements that needed to be done including a repeat of the 'Role of Director' training which would not only include the newly appointed Independent Non-Exec Director but also other Board Members who had not been able to attend the previous training in this area.

33/9 CHIEF EXECUTIVE'S UPDATE

The report submitted by the Chief Executive prior to the meeting was noted and particular mention was made of the following:

33/9.1 **Sport & Recreation Alliance Conference – 30-31 January 2018** – Following the conference a small working group of CEO's met to discuss UKS's requirement for NGB's to have appropriate processes in place for dealing with the following 4 areas:

- Disciplinary *
- Capability *
- Whistleblowing *
- Unacceptable behaviour

The Board were advised that 3 of the above are already in place at the BJA (marked *) but AS advised these will be looked at in greater detail and look to carry out any training if necessary to ensure that these policies are adhered to.

33/9.2 **Increasing Independence in Disciplinary, Selection & Grievance Processes** - AS advised the Board that 15 CEO's at the seminar felt that the template provided by UKS was unworkable and advised that the document had been submitted to Brabners for their legal review and comment.

A meeting of the CEO group is scheduled to take place on 22 February to discuss this in more detail and AS requested a meeting with CL prior to this meeting to get some HR advice on this. Some discussion took place and the Board felt that HR should be an internal element and not external as it could be seen as giving away all our employer responsibilities. They did, however, acknowledge that UKS could force NGB's to operate in this way and if this were the case, we would need to ensure that they indemnify us.

33/9.3 **UK Sport** – The Board noted that our current advisor at UKS, Zoe Willenbrook would be leaving the business at the end of February and to date no replacement has been advised.

The Board Members also noted the changes to the UKS performance KPI's following the UKS Panel outcome, namely:

- Split of the male and female KPI's
- The Culture Health Check Improvement Plan is now incorporated and will be reviewed in September against improvement.

33/9.4 **Commonwealth Judo Contract** – The Board were advised that this 4-year contract has been reviewed by both our legal advisors, Brabners, and the Audit & Risk Commission. However, as the event may take place in India on 10/11 November 2019, the Audit & Risk Commission were not keen to confirm the date at this point in time.

The recommendation from the Audit & Risk Commission to the Board was to attempt to negotiate with the Commonwealth Judo Federation to leave the date blank at this time until the BJA are in a position to confirm the whole event.

As there was no guarantees that the event would go ahead in India, the Board agreed that it would be in the interests of the BJA to keep the options of a date open and plan for a 2020 event but if the event did not happen in India then providing a venue could be secured, the event could take place in 2019.

However, regardless of the date of the event the Board agreed that the best time for us to hold the event would be early in the year rather than later due to the events timetable.

It was agreed that AS would contact the Commonwealth Judo Federation to advise that the BJA need to be flexible on dates.

Action: AS

AS advised the Board that he has been invited to an IJF meeting on Safeguarding to look at the Association's Safeguarding Policies and he has agreed to do this. AS has agreed to forward a copy of the BJA's Safelandings document and other policies to IJF.

Action: AS

33/9.6 **Staff Survey** – The document showing the departmental results following a 73% response rate was noted. These results are currently being interrogated and more information will be made available at the April 2018 Board meeting. AS advised that once further results are known, an action plan would be created.

Action: AS

The Board were informed that this exercise will be repeated on an annual basis as required by the Governance Code

33/9.7 **All Staff Briefing** - The Board were advised that a Staff briefing had taken place on 23 January 2018. A further staff briefing will be held in April/May 2018.

The Board were updated with regard to the resignation received from Kerry Tansey who will leave the business on 31 March 2018. However, she has agreed to continue to do contractual work.

33/9.8 **Culture Working Group** – The Board Members noted the recommendation by the Audit & Risk Commission to form a small working group to ensure that the right elements are delivered against the cultural health check and discussion took place with regard to who should be involved in this working group. MG expressed an interest in being involved with the group. It was also felt that a Terms of Reference document be drawn up to detail where the groups responsibilities are. The Board felt that the aim of the group should concentrate on action rather than monitoring.

Although the ultimate responsibility remains with Board, members were in agreement that the balance of the group needs to be right and agreed that both Board Members and Staff be involved so that a scoping exercise can be carried out

After discussion, the Board agreed that AS/GH/MG and CL should be the group of people to take this forward. It was requested that this group meet as soon as possible.

Action: AS/GH/MG/CL

33/9.9 **Life Membership – Alan Lingham** – The recommendation to grant life membership to Alan Lingham was approved by the Board.

33/9.10 **Conduct & Complaints Report** – this was noted.

33/9.11 **Safeguarding Department report** – this was noted.

33/9.12 **Other** - AS advised the Board that he had received an email from The Rt Hon Sir Eric Pickles inviting the British Judo Association to be part of the 2018 Parliamentary Review into Digital, Culture, Media and Sport document. AS advised that he would look into this.
Postnote – Due to the costs associated with this project, the BJA have declined to be involved with this at this time.

33/9.13 **Office Move** - AS reminded the Board of the situation regarding the Loughborough office and the request from Leicestershire Council to renew the under a three-year lease with an eighteen month break clause. AS also advised the Board that notification had now been received that the telephone lines at Loughborough were also now going to be changed.

The Board Members' attention was drawn to the report that had been emailed to them on Friday 9 February from AS detailing the opportunities and Risk Assessment of a potential office move. AS advised that with the issues surrounding the new lease that Leicestershire Council want the BJA to sign, he felt that now is a perfect opportunity to relocate the Loughborough office to the Walsall area.

AS advised the Board that he felt that it would be far more beneficial to relocate the Loughborough offices now whilst the Association is in a strong financial position rather than 2 years out of the Commonwealth Games where we would need to train new staff ready to support the games. AS updated the Board to the 2 x serviced office options that have been sourced close to the Centre of Excellence.

Out of the 2 proposals, the office located on the Birmingham Road was the favoured one by the Exec Team as it is a new build development and can be tailored to meet our requirements.

AS advised the Board that it would be highly likely that the majority of staff at the Loughborough offices would prefer not to relocate which would result in redundancy packages having to be offered. However, it was felt that the redundancy costs would not be too high as there were no long serving employees or anyone over the age of 40.

Also with the new CRM system being introduced, a move now would mean that the entire workforce would be trained on the system all at the same time and in one location.

AS advised that he has met with the University/Birmingham City Council and UK Sport and has been informed that the Commonwealth Games are going to be spread across the Midlands with the village being based in Great Barr and it is anticipated that some of the Commonwealth Games may take place within the University Campus in a venue that the BJA will be able to benefit from in the future.

Further discussion took place and the question was asked about what the cost of the rent is going to be once the offices are relocated back onto the Walsall Campus. AS advised that although he has

enquired as to what this will be, no definitive costs have been given to date regarding what the rates are going to be.

This was a concern to some of the Board Members especially if the funding is reduced and they requested that a letter be obtained from the University detailing the term of the rental agreement and what the costs are likely to be once the offices are located back onto the University Campus.

The Board were all in agreement that the relocation and amalgamation of Walsall and Loughborough offices takes place as soon as possible. It was agreed that once the Loughborough staff have been informed, a communication would be sent out to Membership to let them know of the situation.

Action: AS

33/9.14 3RD QUARTERLY REVIEW

The 3rd Quarterly Review circulated prior to the meeting was noted and the Board were advised that this document is scheduled to be presented to the Council on 24 February 2018.

33/9.15 BUSINESS PLAN – 2ND DRAFT – 2018-19

The Draft Business Plan for 2018-19 circulated prior to the Board meeting was noted and although the Budget is quite tight, the Board were assured that it would be reviewed by the Audit & Risk Commission once it had been finalised.

The Board requested a detailed summary of the changes that had been made be circulated to them.

Action: AS

It was agreed that AS and CL would meet to discuss remunerations as soon as possible.

Action: AS/CL

33/10 GOVERNANCE ACTION PLAN

The Board Members noted the document that had been circulated prior to the Board meeting detailing what needs to be done in the next 12 months and AS drew particular attention to:

- Diversity and Equality Training needs to be done circa May 2018
- Nominations Panel to meet to start the process of recruiting for an INED. AS advised the Board Members that UKS are keen to help in the recruitment of this role. AS to speak to the Council so that a Council Member can be confirmed to the Panel.
- Remunerations Group to look at salaries for 2018-19.
- Focus to be given to Policies this year.
- A lot of work needs to be done around the Council and the areas. AS informed the Board Members that he has met with Jonathan Hall to ask if he would consider doing some work on this and UKS have agreed to fund some of this work. To ensure that the Association remains code compliant within this section of work, they agreed that Jonathan Hall be involved in this work.

Action: AS

AS advised the Board that although a lot of the items on the 12 month list quote 'review in 2020' this relates to items which are normally reviewed every 4 years and form the basis of a Memorandum & Articles Review for the Association.

AS advised the Board that although a meeting had been had with Zoe Willenbrook to go through the 12 month schedule, she was leaving UKS at the end of February 2018 and to date a replacement has not been found.

12.30 p.m – 1.30 p.m Lunch Break

33/11 **AUDIT & RISK**

In RW's absence, MG gave the Board Members an overview of the Audit & Risk Committee's activities since the December 2017 Board meeting.

The Committee met in January to review the risk register, the management accounts, the policy register and to approve contracts. The Board were informed that with the exception of the European Veterans contract, all other contracts had been approved for signing.

The Audit & Risk Committee specifically wanted to bring the Board's attention to the European Veterans contract and seek Board approval, as the agreement was not favourable to the BJA and non-negotiable. Given the issues that arose in 2015 in relation to the European Championships, the committee felt that the Board should be aware of the risks before deciding whether to proceed.

The Board were informed that the contract had been reviewed and commented on by our legal advisors, Brabers, who had highlighted the areas of greatest risk, and these were listed in the paper circulated within the Board pack. This paper also set out how these risks could be mitigated, and what the BJA's obligations are under the terms of the agreement.

Whilst acknowledging that the contract is far from ideal and that there was no scope for negotiating it with the EJU, it was pointed out that this was not uncommon with large rightsholding governing bodies. It was therefore the view of the Audit & Risk Committee that having understood the risks and liabilities, and put in place measures to mitigate them, and having sought clarity in relation to what the BJA's obligations are and how these will be delivered, the recommendation from the Audit & Risk Committee is that the contract be signed.

It was unanimously agreed by the Board to sign the contract with the EJU.

33/12 **FINANCIAL UPDATE**

The Board noted the Accounts up to the end of December 2017 which had been circulated prior to the meeting and MC gave a brief overview of the £500,000 bank balance that the Association currently has. However, MC asked Board Members to be mindful that although this was a very healthy bank balance for the Association, some of this is due to upfront funding from UKS and SE.

MC also advised the Board that although at first glance the Debtors figure appears high, this figure will be reconciled down to £40,000.

The Consolidated Summary was reviewed and whilst MC had slight concerns with regards to the spend on Technical Gradings, the Board were informed that discussions have been had with CMcl and it has been decided that the budget for this in 2018/19 should be increased to deal with the overspend. The Board Members were advised that the Apprenticeship programme is not included in the figures.

The Board Members' attention was drawn to the accounts relating to Competitions and Events which had now been split to show information for each of these areas separately. They were advised that Budgets are currently being drawn up and MC is due to meet with GH and Rob Hartley, Head of Events, to make sure that the suggested budgets are sustainable.

Action: MCIGH

Attention then drew to the Merchandising side of the business which MC explained to the Board had some discrepancy whereby the amount of stock in the warehouse did not tally up with the accountancy figures. MC advised that he has met with Nick Boyes, who manages the Warehouse, to try to resolve the situation before the Warehouse closes down at the end of the financial year.

Although the Board Members were not unduly concerned with regard to the financial status of the Association, a query was raised with regard to the sale of the kits where there appeared to have been a lot of activity but very little profitability.

MC advised the Board that this issue is being looked at as part of the whole issue of the warehouse closure and in future no stock will be held by the BJA. The Board were informed that the contract with CIMAC has been renegotiated whereby for any sales over £60,000 the BJA will get 10% as opposed to the previous 5% for sales over £120,000. Sales of kit will also be direct via the Leisure Provider and due to the new CRM system, sales will be able to be monitored so that the BJA have a true picture of any sales which, due to inadequate systems, has not happened in the past.

The Board were also informed that discussion has taken place with CMcl to revise the budget for Destination@BritishJudo which will now be £74,000 as opposed to a previous budget of £85,000. This reduction in budget is due to the fact that the BJA are ahead of schedule with the setting up of hubs.

The Board requested that the 'Year to Date' and 'Budget' figures relating to the British Championships under the Competition & Events Accounts be looked at again as they appeared to be the same. MC advised that the reason was due to them being netted off via BJA contributions.

Action: MC

There were no other concerns or issues raised and the financial report was accepted.

33/13 CORPORATE SERVICES REPORT

GDPR - GH updated the Board with regard to the GDPR Act which comes into effect on 25 May 2018 and drew the Board Members attention to the Action plan update. Copies of the GDPR training programme were distributed. The Board had previously agreed that they would need to undertake training in this area. The Board requested that the document be circulated electronically to allow them to carry out the required training.

Action: GH

GH also drew the Board Members attention to the independent report that had been carried out by RADCaT Ltd which has highlighted the need to recruit a Data Controller Officer to manage this area of the business. GH advised the Board that it is anticipated that Nikesh Vaghela, Head of IT, be given this role to run alongside his IT role. There were no objections to this proposal.

33/13.1 CRM UPDATE / PRESENTATION

GH made a presentation updating the Board regarding the work that is being done in association with 4Global who develop bespoke systems for NGB's and were advised that Sport England have invested money in the BJA for this system.

The benefits that the new system which give the BJA will include:

- No future upgrade fee as the system is on licence.
- More effective engagement with its members.
- Opportunities to develop commercial streams
- Greater business intelligence
- Digitise our systems (eg membership cards, log books and printed collateral) and effect business efficiencies.

GH advised that although some more work is needed to ensure that there is some structure to the

system and consideration needs to be given as to how the system is phased in, it is envisaged that roadshows will be carried out around the country and also advertised at competition events to promote the system and its benefits.

The Board asked that a copy of the CRM presentation be sent out to them electronically.

GH was requested to review the tabled information circulated to the Board prior to the meeting as some of the information appeared to be not up-to-date.

33/13.2 EJU CONTRACT FOR VETERAN EUROPEAN JUDO CHAMPIONSHIPS 2018

See item 33/11.

33/14 SPORT DIRECTORATE UPDATE

33/14.1 CLUB REGISTRATION

The proposal to change the criteria and procedures for Club Registration (previously circulated) was approved for implementation this year. The matter of voting rights was removed from the proposal and would be included in the implementation of the Code of Governance. CMcl to work with membership on the implementation.

Action: CMcl

33/14.2 BJA AREA ROLES AND RESPONSIBILITIES

This item was briefly discussed earlier in the meeting when it was agreed that Jonathon Hall would include this in his work on the implementation of the Code of Governance. PB and CMcl would raise the matter at the next JudoEngland meeting.

Action: PB/CMcl

33/14.3 MEMBERSHIP & GRADING STATISTICS

Current membership and grading statistics (previously circulated) were briefly discussed.

Membership and gradings were roughly in line with 9-month predictions and it was expected that we would end the year close to our Sport England targets.

33/14.4 HIGH GRADE PROMOTIONS

Promotions to 6th Dan were approved for the following members:

- Ricky Sloane
- Mark Montgomery
- Kim Tilley

33/14.5 EUROPEAN ID CHAMPIONSHIP PROPOSAL

The proposal to host the European ID (Intellectual Disability) Championship (previously circulated) was approved with the following provisos:

- I. Written permission to host the event was received from European Judo Union.

2. Income from the participation fees was based on the entries being restricted to Europe and if necessary adjusted accordingly

AS to write to the EJU seeking permission to stage the event, CMcl to check participation fees were correctly budgeted.

Action: AS/CMcl

33/15 PERFORMANCE UPDATE

ND gave the Board Members an update regarding the Performance Department and it's activities since the December 2017 Board meeting and made particular mention of:

- 33/15.1 **Grand Slam Event – Paris – 10-11 February 2018** – this had been an excellent event with British Judo having the best set of results for 20 years, winning 1 x gold, 2 x bronze medals and taking a 5th and 7th place.

ND felt that the quality and level of the performance from the athletes at this event had been outstanding and was probably due to the training changes that had been made to the Performance Programme whereby a real focus is made 4 weeks before each event.

A training camp is now underway in Paris with a number of athletes being involved. ND also mentioned that the athletes are also benefiting from funding being given via the British Judo Trust.

The Board Members were also informed that the Visually Impaired German Open competition held in Germany recently also achieved some excellent results with 2 gold, 2 silver and 1 bronze medals being won. The Board learned that Jono Drane had also been involved as part of the Coaching Team for this event and it is hoped that he can continue to be involved for future events.

- 33/15.2 **Ole Bischof** – visited the centre a few weeks ago and spent time with both the Performance Coaching Team and the athletes all of whom found his visit very beneficial.

- 33/15.3 **Haruka Tachimoto from Japan** - will be in the Centre 26 February to 29 March 2018. Whilst she is here, Performance Staff and athletes will spend time with her to draw on her knowledge and experiences of the sport. During her time here, Haruka will receive help with her English and it is hoped that in turn, this will help to establish a good relationship with the Japanese.

- 33/15.4 **Cultural Health Check Improvement Plan** – this has to be submitted by 31 March and needs to show what improvements have been made since September 2017. BJA have been advised that UKS will review the plan and feedback to us. ND advised the Board that he does not foresee any issues with the progress that is currently being made.

- 33/15.5 **Junior athletes on the WCPP** – ND advised the Board that he was concerned at the reduction of junior athletes that were currently on the programme. Efforts are now underway to promote more junior members onto the WCPP.

The Chair offered congratulations on behalf of all of the Board to the Performance Department and athletes for their hard work and dedication.

33/15.6 PERFORMANCE CULTURE HEALTH CHECK ACTION PLAN

This document has to be submitted by 31 March and needs to show what improvements have been made since September 2017. BJA have been advised that UKS will review the plan and feedback to us. ND advised the Board that he does not foresee any issues with the progress that is currently being made.

33/16 ANY OTHER BUSINESS

There was no other business.

33/17 DATE OF NEXT MEETING

The next meeting will be held on at **10.00 a.m on Tuesday 10 April 2018** at the **BJA Centre of Excellence, University of Wolverhampton – Walsall Campus, Wolverhampton, West Midlands, WSI 3BD.**

Future meeting dates are:

Tuesday 29 May 2018

Tuesday 14 August 2018

Tuesday 23 October 2018

November 2018 – AGM & Awards Dinner – date TBC

Tuesday 11 December 2018

With there being no further business, the meeting closed at 3.20 p.m