

**FINAL**  
**BRITISH JUDO ASSOCIATION (BJA)**  
**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**  
**HELD ON 30 JUNE AT 10:00AM VIA ZOOM**

<b>PRESENT:</b>	Ronnie Saez, Chair	(RS)
	Peter Blewett	(PB)
	Loretta Cusack-Doyle	(LC-D)
	Malgorzata Grzyb	(MG)
	Ryan Wilkinson	(RW)
	Neil Fletcher	(NF)
	Claire Lish	(CL)
	Bill Taggart	(BT)
	Alex Slade	(ASI)
	Graham Campbell	(GC)
<b>IN ATTENDANCE:</b>	Andrew Scoular, Chief Executive	(AS)
	Colin McIver, Sport Director	(CMcl)
	Sajid Hussain, Head of Finance & Operations	(SH)
	Nigel Donohue, Performance Director (in part)	(ND)
	Keith Eldridge, Safeguarding Manager (in part)	(KM)
	Marina Dain, Deputy Safeguarding Manager (in part)	(MD)
	Justine Lynch, Executive Assistant	(JL)
<b>APOLOGIES:</b>	Fred Prosser	(FP)
	Andrew Haffner	(AH)

<b>No</b>	<b>ITEM</b>	<b>ACTION</b>
<b>47.1</b>	<b>WELCOME</b>	
	The Chair welcomed and thanked everyone for attending the meeting remotely.	
<b>47.2</b>	<b>APOLOGIES</b>	
	RS informed that it had not been possible to contact FP and would assume he would not be in attendance. RS had been contacted by both RW and AH who were having technical issues but would join the meeting as soon as possible. RW joined the meeting at 10:09 but AH did not join the meeting, so apologies have been noted.	
<b>47.3</b>	<b>DECLARATION OF ANY INTERESTS/CONFLICTS</b>	
	Members were reminded of the need to declare their interest in any items requiring a decision and to remove themselves from such decision making. No conflicts with the agenda items were anticipated.	
<b>47.4</b>	<b>ANY MATTERS FOR ANY OTHER BUSINESS</b>	
	No matters for Any Other Business were raised.	

<b>47.5</b>	<b>MINUTES FROM PREVIOUS MEETINGS HELD ON 28 APRIL 2020</b>	
	<p>The Minutes from the previous meeting on 28 April 2020 were approved as an accurate record of the meeting.</p> <p>Proposed by BT</p> <p>Seconded by PB</p>	
<b>47.6</b>	<b>ACTIONS ARISING FROM PREVIOUS MEETINGS (NOT INCLUDED ON THE AGENDA)</b>	
	<p><b>42.6 Actions Arising from Previous Meetings – Dan Grade Register</b> CMCI updated that despite contacting Judo Wales several times, they had not provided their Dan Grade Register information and that it had become more difficult to get the information as their offices are closed and staff are on Furlough Leave. However, regular updates are being received from the other Home Countries.</p> <p><b>43.6 Actions Arising From Previous Meetings – Midlands Area AGM</b> As MD had already joined the meeting, AS sought an update from MD who is the Midlands Area Vice Chair. MD updated that the Midlands Area had not yet held their Annual General Meeting but she would contact Roger Houston, Area Chair, for an update.</p> <p><b>Action: AS to update the Board once an update from MD has been received.</b></p> <p><b>43.9 Sport England Funding</b> AS updated that confirmation had now been received from Sport England (SE) that funds could be reallocated across the Association. Also, we would be applying for other support funding.</p> <p><b>45.16 Any Other Business – Bye-Laws</b> AS advised that good progress has been made on updating the Bye-Laws. They would need to be approved at a Nominations Committee Meeting prior to submission to the Board members for approval. RS commented that the amendments should also fulfil the expectations of our funding bodies in relation to Equality and Diversity. RS then suggested the timeline should be amended for approval with a Nominations Committee Meeting in September and the Bye-Laws submitted for approval at the Board Meeting on 27 October 2020.</p> <p><b>Action: Organise Nominations Committee Meeting for September</b></p>	<p><b>AS</b></p> <p><b>AS/JL</b></p>
<b>47.7.1</b>	<b>SAFELANDINGS</b>	
<b>47.7.2</b>	<b>NSPCC REVIEW 2020 AND LIMECULTURE RECOMMENDATIONS</b>	
	<p>RS welcomed both KE and MD to the meeting.</p> <p><b>Safelandings</b> KE opened by advising that the majority of the updates to our Safelandings Policy were as a result of the Lime Culture recommendations and due to the number, KE had drafted a new policy based on these. KE highlighted the key areas that had been updated;</p> <p><b>Club Coach:</b> This is a new section and covers when clubs should be investigating a complaint themselves and when cases should be referred to the BJA Safeguarding Department.</p> <p><b>Data Retention:</b> This is an additional appendix that KE has liaised with Matt Keeffe from RADCAT to write this.</p>	

**Appeals Process:** This has been amended to clarify that this should be treated as a risk assessment process not a disciplinary. It is for the BJA Case Management Group (CMG) to assess if an individual poses a risk and make a recommendation to PB, the Board Safeguarding Lead to then decide on what happens next. KE added that there are only 3 grounds for appeal and these will also be added in.

## Lime Culture

KE updated that most of the recommendations from the Lime Culture review have been actioned and several more would be completed assuming the Board approved them at this meeting. KE continued that there are still 5 outstanding recommendations which are being worked on but a couple have had to be placed on hold due to Covid-19.

RS then raised Section 2b in the Safelandings Policy with regard to appeals, stating that he has found appeal hearings difficult sometimes and concurs with the Policy that it should be a 3 member Appeals Panel. RS continued that he believed there should be a full Appeals Process whereby the accuser should be allowed to appear before the Appeals Panel. RS felt that historically this would have assisted him in obtaining more information before making a decision. KE responded that this would be possible if there was also a member of the CMG present as they would be aware of previous comments. Also, the Panel would not receive a full transcription from the initial hearing, just a brief. KE continued that we do not usually have access to the victim, just a copy of their statement provided to the police or LADO so verdicts could potentially slant in the favour of the appellant at the cost of the victim.

ASI commented that the basic principles of justice need to be kept in mind with no slant in favour of either person and agreed that there should be someone from the original CMG hearing in attendance to address any matters where the story potentially changes at the Appeal. ASI added that a personal appearance is necessary and should be a right extended to the appellant. ASI then questioned what the process is for obtaining evidence from the person who has raised a complaint. KE responded that initially he gathers as much information as he can from either a Social Services report, police statement including whether the accused has been charged and/or arrested and information from LADO. KE continued that the level of information he can obtain varies as does whether or not he is allowed to contact the victim. KE then contacts the BJA member to obtain a written account of what led to the allegation and/or arrest with follow up questions when necessary. Following this, KE collates all the information and conducts a meeting with them to review their story and the police account. The report produced following this meeting is then forwarded to PB to look at whether or not the accused presents a risk on balance to vulnerable adults or children, not to decide whether they are guilty or not. At this point, PB wished to reinforced that this has been described as a quasi project but it isn't, it is a risk assessment that can be very difficult to get correct and to ensure it

	<p>is not seen as judicial. PB added it is important moving forward to understand culture and risk management as in some cases the appellant has refused to engage reinforcing that they do not see anything wrong with what they have done. ASI commented that it is very important for the appellant to be given the opportunity to engage, even if it just for a small part of the process, but if they refuse that in itself is very informative. KE commented that one potential issue is that once they are allowed a personal meeting they may wish to bring along a legal representative. ASI responded that they should have the opportunity to bring a friend or representative but the terms should be outlined to them that this is not a court or a legal process and that the person they bring with them is there for support only. KE commented that from previous experience, he has learnt that when a legal representative is present, they are keen to show they are earning their fee and often challenge the process. ASI agreed that a legal representative can confuse proceedings but it just needs to be made very clear at the beginning the role they are there to play. RS agreed with ASI's comments.</p> <p><b>Action: ASI and KE to draft guidance to cover the above discussion and present back to the Board.</b></p> <p>AS thanked KE and asked the Board if they were happy to sign off the revised documents subject to the above guidance being drafted.</p> <p>PB commented that one area needs to be looked at from now on is how the information is captured and recorded, where it is stored, how it gets distributed, how long it is kept for and how/when it should be shared with external agencies.</p> <p><b>Decision: Board agreed documents could be signed off.</b></p> <p>AS advised that he had spoken with Jayne Molyneux, Head of Safeguarding at SE, and she had commented that she was very impressed with how quickly we have actioned the recommendations. They had also discussed how SE could support BJA with communicating these updates as part of the digital support they are going to provide.</p>	ASI/KE
<b>47.8</b>	<b>CHAIRMAN'S REPORT</b>	
	<p>RS commenced by advising that he had been involved in UK Sport (UKS) and Sport &amp; Recreation Alliance (S&amp;RA) Chairs Forums over the past couple of months and that one of the main discussion points arising is the financial effects on NGBs from Covid-19. RS added that it is evident that all the NGBs are facing similar problems albeit on different scales. Some are operating on very thin reserves and anticipating financial difficulties in the latter part of this year. Also, there are concerns about what happens if the lockdown continues into October and the Government Job Retention Scheme ends then too. There have also been discussions around return to play and membership renewals. RS continued that as membership and gradings provide a large percentage</p>	

	<p>of our income, we do need a good restart programme and it is essential to maintain good communication with our members.</p> <p>RS continued that another key area of discussion is Equality and Diversity both in UKS and for the NGBs. The S&amp;RA representative released a statement stating that there needs to high standards around how Equality and Diversity operates within sport adding that we are seen as leaders in this field, rather than followers. There is also concern being expressed over any Government intervention and direction from Sporting Equals in relation to Board quotas ie: we would be required to have a 20% BAME element on our Board. Also, our current female Board member target is 30% and this currently sits at 25%. RS added that fulfilling these expectations from our funding partners and stakeholders could prove difficult given that 7 of our Board member posts are elected, leaving only 5 to be appointed.</p> <p>MG commented that this is a sport wide issue, adding that there should be pressure placed on the funding bodies and S&amp;RA to encourage more people to put themselves forward who are female or from the BAME community. RS agreed with MG and advised that UKS, SE and Sporting Equals are conducting a summit to discuss this. However, the pressure is coming from the Government and the Sport Minister. RS continued that the Chairs have been expressing how difficult a task this will be and requested a route map to assist with this and part of the route map would be on how to encourage interest from the BAME community who are already part of Judo. RS added that he believes we are going to be asked to implement this on a very tight timescale. AS commented that UKS and SE have engaged a recruitment company, Perrett Laver, and have set targets with them to try to attract wider diversity applicants. AS added that he has met with them and they do have a pool of applicants but we would be charged if we use them.</p> <p>ASI queried what the advice and guidance is sent to NGBs with regard to electing Board Members. RS responded that the Home Nations, except for England, are separate entities and although there is no BAME representation on these Boards either, the main focus will be on BJA as the NGB and the only organisation that is required to comply with the UKS Code for Sport Governance. AS added that there is a minimum criteria for Board members circulated to Home Nations. With regard to Elected Directors we can set a standard minimum criteria. ASI commented that it needs to be made clear what the expectations are and what we are trying to achieve. RS responded that all the Home Nations will be expected to do everything in their power to obtain good BAME representation and that this Board reflects the correct gender split. RS added that the main issue is how to get the message to our members and encourage them to apply.</p> <p>CL commented that there are perceptions in the BAME community that they will not be considered for roles such as those on a Senior</p>	
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	<p>Leadership Team or Board so it needs to be made clear that these roles are accessible and that there will be a fair recruitment process. NF suggested creating mentoring groups/sub group within the BJA whereby Board Members identify potential candidates, adding that the DCMS would have to provide some criteria to assist with this. CL commented that there is also a need to champion people who are already contributing. RS responded that striking the balance between having a high achieving Board and meeting female, BAME and disability targets has always been difficult to achieve. RS concluded by saying that he had raised this as it now needs to be higher on the radar for the Board.</p> <p>RS continued onto a related matter where there had been comments on Judo Underground accusing the BJA of being racist. Adding that we therefore need to be extremely vocal to our members that the BJA Board is very much behind equality in our sport, especially BAME. RS advised that this was covered in more detail in AS's update and a steering group was to be established chaired by Claire Lish. The Board agreed this was the correct course of action.</p> <p>With there being no other points for RS to raise, the Board took a short break. 11:15 Break 11:25 Meeting Reconvenes</p>	
<b>47.9</b>	<b>RISK REGISTER</b>	
	<p><b>Risk No.1:</b> AS advised that there are now only 5 Lime Culture recommendations to implement so this is almost complete.</p> <p><b>Risk No.5:</b> AS updated the Board that we have now received confirmation from SE that year 5 funding will be the same as year 4. Whilst this is positive in that we are guaranteed funding, AS had hoped for 25% of the full funding cycle not based on year 4 as we had phased our funding down over the cycle. AS and SH are currently working on the budgets for next year.</p> <p><b>Risk No.8:</b> AS updated that it is now very unlikely we will receive the £70k funding however we are not looking at other opportunities for funding from SE's "Renewal Fund" which will be launched shortly along with an "Inequalities Fund" and 65% of our Destination Judo (DJ) membership fall into that sector. AS has been working alongside CMcl and JH to obtain our IMDD figures. AS added that there is now more regular communication with our DJ members.</p> <p><b>Risk No.15:</b> AS updated that this risk has been increased to cover clubs as well as athletes. It is essential that we ensure the athletes adhere to all the guidelines outside the Centre as well as when they are there. It is equally as important for our club members to comply with the Government guidance also. ASI queried if there had been any pushback against signing the Opt In/Compliance Agreement. AS responded that Performance are carrying out the interviews with the athletes this week and ND could provide more detail on this when he joins the meeting to</p>	



	<p>provide his update. AS added that he was aware some have decided to opt out mainly due to family members shielding or being vulnerable.</p> <p>NF queried if BLM should be added to the Risk Register and the impact of Covid-19 on BAME and whether this has been looked at in Performance. AS responded that the Chief Medical Officer and Dave Hart from EiS have led on this on the Performance side. MG commented that it should be included on the Risk Register but needs to be clearly articulated as it is such a broad subject matter. Adding we need to be able to show we are mitigating the risk and what actions are being taken. AS agreed and stated it will be included in the Governance Code for Sport. RW raised a previous comment RS had made about this being included in the wider Equality and Disability Steering Group, not just a BLM risk. AS responded that once this Steering Group is established, they will identify exactly what the risk(s) are and what we are going to put in place to mitigate. RS added that this is also a reputational risk and he is keen to publish information publicly as soon as possible to show that we are taking this seriously and leading the way on equality issues. AS responded that it is possible to make a positive statement advising that we are starting this steering group. RS then suggested emailing coaches and members directly to advise them that we are setting up this steering group and encouraging applications from them but added dependent on the numbers, this could disappoint a lot of people. CL agreed that it may disappoint some people but it would demonstrate a clear and transparent process that allows everyone to have a voice, adding that a high number of applicants would be good press. ASI agreed, adding that if people are disappointed it is a positive message. CL responded that unsuccessful applicants could still be engaged with as part of focus groups and survey participants. RW added that this was a positive message showing a call to action on our part and that this subject is being taken serious. MG raised managing the fallout from those who have not been selected and that it would be important to ensure there is a channel for those not selected to still voice their opinions. CL and AS agreed adding it would be good to have a bank of people to call on and AS suggested it would be a good opportunity for us to train and develop potential Board members.</p> <p><b>Action: Communication to be sent to members with regard to joining the Equality and Diversity Steering Group.</b></p>	AS/CL
<b>47.10</b>	<b>CHIEF EXECUTIVE UPDATE</b>	
	<p>AS said he would he take his update as read but did have a couple of items to highlight.</p> <p>AS advised that there had been a lot of work carried out by both Performance and Sport Departments with regard to Return To Training and Return To Judo. Joyce Heron (JH) and CMCI had conducted a very successful webinar the previous weekend with the maximum number of participants (100) and another one was planned for the following week.</p>	

	<p>AS then moved on to a club in the North West Area that had not adhered to the Government guidance due to a misunderstanding. They had used their dojo for non-judo activity and had not understood that there was not to be any activity carried out inside. The club have been contacted, now fully understand the guidance and assured AS that they will not do this again. A joint statement from BJA and the Area will be published on our website. The Board agreed they were happy with this process and no further action is required.</p> <p>NF commented that with different guidance for the Home Countries and other places such as Jersey, Guernsey and the Isle of Man, it can become confusing. NF believed that the Isle of Man is back to full training.</p> <p><b>Action: AS to check guidance for Isle of Man</b></p> <p>AS then raised the communication from SE with regard to the comments on Judo Underground. MG enquired if AS understood what point SE was trying to make with his email and whether it is that there are BJA members who are administrators of Judo Underground, that there are 600+ comments and whether there is a need to speak to any individuals. ASI responded that we should adhere to our own internal rules around if you are an official within BJA or judo environment and you make any disparitive comment. The issue is around policing external sites is complicated as there will be more than one and could become a bigger issue if behave differently towards one site than another. ASI added that it will depend on what is stated in the membership policies and guidelines. MG commented that the process for reporting inappropriate behaviour needs to be made clear and also clarify that any sites that are not ours cannot be monitored. RW agreed that unless it is stated in our membership guidelines saying certain behaviour is expected and we need to know our position in case it could be argued that we need to take action against specific members. AS responded that there is a section in the Bye-Laws referring to anyone bringing the BJA into disrepute would be subject to disciplinary action. ASI commented that we should not be policing other sites as you would then need to police the entire internet and should act on advice.</p> <p>AS then quoted section 2.7 of the Bye-Laws. ASI responded that this does not put any positive obligation on us to police. RW added that SE should be made aware of this and inform them that provisions are in place and we are taking action when it is appropriate as we are not able to actively police the site but encourage members to speak to us if appropriate to do so. CL commented that she had seen the comments and in her opinion a lot of them are uneducated but not necessarily racist. RS agreed but added that there are some bordering on racism. AS advised that he had sent a short acknowledgement email but nothing more.</p>	<p><b>AS</b></p>
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	<p>AS moved onto the Club Grant Scheme advising that there had been a further meeting of the Area Chairs and he had requested that they inform him by Friday 26 June if their Area would be supporting the Scheme. As of now only London had confirmed their support but the North West and Southern Areas were discussing it but AS was positive they would be in favour. Also AS believed the Northern Home Counties would be in support. The remaining Areas are still reviewing the documentation.</p> <p>With regard to our Covid-19 Microsite, AS advised that S&amp;RA had been in contact as they wished to share it as a model of good practice.</p> <p>AS then raised IBSA, informing that they had been in contact. IBSA intend to run 2 Grand Prix events next year in the run up to the 2021 Paralympics and that BJA have been asked if we would like to host one of them in Nottingham (the other one will be in Baku). AS added that these will be the only 2 events where the Paralympians can gain classification and ranking points. Also, UKS are very keen for us to host the event and SH is currently working on the submission. We have suggested in principle that we would like to host it and we would expect to make the same profit of approximately £25k that we had anticipated we would make had the one gone ahead this April. RS enquired if we could take out insurance or limit our risk bearing in mind that there could be local Covid-19 outbreaks and lockdowns to potentially put the event in peril. MG commented that this should be a big consideration as we currently do not have any visibility of how events are going to take place, the risk of cancellation is high and insurance will be difficult to come by. RW responded that the previous event was cancelled and he did not believe we would be able to obtain insurance cover. Based on the last event being cancelled, it was the venue that cancelled and therefore only some of the venue costs that were not recoverable. AS advised that during discussions with UKS they have provisionally agreed to provide additional support for the event. RW commented that he did not see any reason why we should not agree to this provisionally.</p> <p>A Board Intranet site has been developed and how this would look was shared with the Board. It would be a password protected secure site and all Board meeting papers would be there along with other important information.</p> <p><b>Decision: Agreed to trial the Intranet Site and to be fully developed in time for August Board Meeting</b></p> <p>With regard to the BDO Report, AS advised that he had now received acknowledgement from Gurpreet Dulay that he was looking at our feedback but he was still expecting it to take a few weeks to receive a full reply. AS added that himself and RS are planning to meet with SE to discuss the entire process, however this would not be until it could be a face to face meeting again.</p>	<p><b>AS/JL</b></p>
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	<p>AS raised there would be a requirement for an Anti-Doping Board Lead in the next 12-15 months and he just sought agreement in principle at this meeting that one of the Board Members could take on this role.</p> <p><b>Decision: Agreed in principle.</b></p> <p>AS then raised Events starting with the Annual Awards Dinner that usually takes place in November, AS suggested this be postponed as there had not been any activity. Instead, hold a bigger post Olympics 2021 event. CL enquired if a virtual event had been considered, even a mini event to recognise what some individual clubs have done or at Christmas. AS responded that it was more because neither the clubs or the elite athletes had been doing very much. RS added that we could perhaps considering hosting something around Christmas time.</p> <p>AS moved onto the AGM advising that it is hoped we will be able to run a real AGM alongside a virtual event, with the Centre being considered as the venue. Board agreed this was a good approach.</p> <p>One other event is the British Championships due to take place in December but we have until the end of August to cancel this event at no cost so AS would bring this to the Board Meeting in August to make a decision.</p> <p>AS then raised the reviews confirming that all the recommendations have been combined into one Actions Log and himself and RS would be meeting to complete the detail. As previously advised, the majority of the Lime Culture recommendations are complete. MG enquired if they were looking at the areas where there is overlap in the recommendations. AS confirmed this would be covered in his meeting with RS. MG then raised communicating what action we are taking following the reviews with our membership. AS responded that this would be done once we have received feedback from the BDO report and all the actions and responses have been completed.</p> <p>AS informed that he had added a summary of cases to the Safeguarding Report that shows there have been 9 cases closed since the last meeting and there are 12 pending but the majority of the ones pending are waiting for on information from the police or another external body.</p> <p>MG raised International Sports Consulting and enquired if they were commencing work for us again in August and whether we should organise a meeting with them to ascertain how they are going to start up again and the approach they are taking to maximise the months we have left on the contract with them.</p> <p><b>Action: AS/JL to organise a meeting between ISC and the Commercial &amp; Marketing Working Group in July.</b></p>	
47.11	AUDIT & RISK	AS/JL

	<p>RW advised that there had been an Audit &amp; Risk Meeting on 23 June where the main discussion had been on the updates to the Risk Register and adding BLM. The financial reports would be covered under SH's Financial Update.</p>	
<b>47.12</b>	<b>FINANCIAL UPDATE</b>	
	<p>SH updated that as of the end of May there was a consolidated surplus of £230k against a budget of £221k this was due to receiving income from memberships that had not been budgeted for.</p> <p>With regard to UKS and SE funding, we have received approval to reallocate this across the Association. There is £279k from UKS and £100k from SE which includes funding for Performance and England Talent. SH continued that the biggest risk for next year is £240k deferred income and he is currently working on the assessing the value of this risk. SH added that he had hoped to be able to offset this with SE rollover funding but this will not be possible. DJ is currently showing a loss of £30k against a budget of £32k. SH continued that we are in a healthy position cash wise, £250k better than expected currently. Most of the refunds have been sent for the IBSA Grand Prix, SH is awaiting the bank details for the remaining ones. Our cash has also benefited from the scaled down day to day running costs during lockdown.</p> <p>SH then moved onto budgets for this year, advising that he is meeting with all the budget holders to review their Q1 numbers and re-forecast for the remainder of the year. NF enquired if SH had done a risk analysis based on the reduction in funding for staff on Furlough Leave. SH responded that this will depend on which staff we bring back from Furlough Leave and for how many days but he would have this prepared for the Audit &amp; Risk Committee Meeting in August. SH continued that he did not see this as a major risk as it is still at 80% of salaries until August but just that we will now have to pay all the National Insurance and pension contributions. RW asked if there had been any instances of staff working whilst on Furlough Leave and if we had removed access to emails. SH responded that we not had anyone working but we have not removed access to emails. SH further commented that we have a robust audit trail with regard to this and we are only claiming approximately £20k so quite small compared to what other organisations will be claiming. AS added that we are still inviting anyone on Furlough Leave to attend the all staff updates.</p> <p>Next, SH raised the draft accounts. The audit has been completed and the auditors have highlighted 7 observations which will be discussed at the next Board Meeting in more detail. The surplus for the year remains at £91,500 which is a successful year for the BJA. This was partly due to the success of the Commonwealth Judo Championships. We did also have to reverse out £70k. The reserves are currently at £200k which will assist in the months ahead. Again, the auditors will go into finer detail on this at the next meeting.</p>	

	<p>SH then referred the Board to page 15 of his report on Membership Income highlighting that this looks £72k better but this is mainly due to the rebates being reported differently. NF wished it to be noted that SH should be commended for the work that he has carried out.</p> <p>RS thanked SH. As the meeting was running a little over time and ND had another meeting scheduled for 12:30pm, the Performance Update was next to be followed by Sport.</p>	
<b>47.14</b>	<b>PERFORMANCE UPDATE</b>	
	<p>ND opened by advising at the moment the Performance Department's main focus is on Return To Training. Following the receipt of guidance from the Government on elite sports on Stage 1 and 2. Stage 1 allows outdoor training but ND said they had decided not to bring the fighters back at this stage and would instead wait for Stage 2.</p> <p>ND then shared his screen with the Board. ND reported that Karen Roberts and Dave Hart had done a tremendous amount of work to get the risk assessment completed which included liaising with the university, UKS and EiS. There are 38 video calls organised with the athletes this week to discuss the opt in process, the default status is opt out. The athletes need to fully understand the risk and assess what risk they pose to themselves or the wider group. The Performance Department staff have also had the same opt in process but most of them will still be working from home.</p> <p>ND continued that week commencing Monday 6 July there will be a 3 day outdoor training programme organised into small groups. All staff will be in PPE and the athletes will be fully screened before entering the Centre and once inside there is a strict one way system in place. Before the athletes can enter the Centre they need to have a full 14 days clear on their personal declaration data. Following these 3 days there will be an assessment of the environment to review if we are ready to progress to Stage 2 on Monday 20 July, with all the athletes and Performance Team taking annual leave on the week in between to reconnect with friends and family. Week commencing Monday 20 July, there will be separate male and female groups of 9/10 who will not be in the Centre at the same time and the Dojo will be cleaned in between the sessions. Training is being phased in to minimise injuries and hoping the athletes will be competition ready in 10 weeks' time. By week 4 it is hoped that the training load on the mat can be increased with the latter weeks being competition specific training.</p> <p>ND added that their main priority is to be professional and safe ensuring that everyone is compliant. If they became aware of a fighter or member of staff not complying they would be removed from the environment. Also, if there are any symptoms they would be prepared to close the Centre again.</p>	

	<p>RS queried where he thought BJA were in comparison to other international competitors, ahead or behind. ND responded there is a mix with South America being behind but some of Europe is ahead. With regard to Lubjana Piovesana who is in Austria, she is staying there until we feel it is safe to bring her back and Austria are taking the same approach as us. NF commented that there had been a report of a positive test at a training camp in Portugal. ND responded that he had not been informed of that. Adding following a call that included UKS and the Chief Medical Officer, where it had been said that with a momentary clash of heads there is 100% chance of transmission and advised the best course of action is screening the athletes.</p> <p>PB commented that all the documentation is very thorough and as reassuring as it can be. PB then enquired if ND had taken a view on bringing food into the Centre. ND responded that no food is allowed in. Except for the Dojo, toilets and gym the Centre is closed so there is no access to the kitchen, office or medical room. They have been advised that they can bring in their own water and liquid foods such as protein shakes. The GK Suite has been set aside to use if Anti-Doping turn up.</p> <p>RS raised the EJU calendar and that they are proposing to run competitions in September and RS wondered if we would have fighters ready to compete by then. ND responded that they would be more competition ready in weeks 8, 9 and 10 which is the end of September/early October. ND continued that with the fighters coming onto the programme at different times, they will be ready at different times because of this but also depending on what type of fighter they are. ND said he thought the September competitions would be too early for BJA. Also, the IJF have not published their calendar as yet and it is not fair to continue the programme until people can travel but once this calendar is published there will be pressure to get the fighters ready to compete.</p> <p>RS thanked ND and wished him and the team good luck over the next few weeks.</p>	
<b>47.13</b>	<b>SPORT DIRECTORATE UPDATE</b>	
	<p>CMcl and JH shared their Return To Judo presentation. PB enquired if the these plans had been signed off by our insurance company which JH confirmed they had and they had also commented that the documents were of a high standard. MG agreed with the standard of the documents and asked what feedback had been received. JH responded that the clubs have indicated they are confident they can reopen but some of them are worried they will not be able to meet the regulations; can't afford to open; not sure how they will be able to re-enter schools and how they encourage/facilitate their members returning.</p>	

	<p>GC enquired if an indemnity form was required before each session for insurance purposes and if there was any thought on how to tackle new members. JH said that at the moment we are not encouraging the clubs to pursue new members but to get their current members back to judo first. They will have online access to an indemnity form but if clubs are not able to do this online, they will have a register with the declaration next to it. GC commented that if a coach has to check online prior to every session this would generate a lot of extra work. CL commented that in the First Aid section there is not much detail on CPR and should there be some advice added to place a towel over their face and concentration on compression as this is a bigger risk than a blood injury. JH thanked CL for this feedback and would investigate the procedure around this.</p> <p>RS then thanked JH for producing such a comprehensive document adding that it had received a positive reaction on social media. Also, he congratulated JH on the popularity of the webinar and the fact that 2 were needed to capture everyone interested was a positive.</p> <p>CMcl then raised an Honorary Life Membership application from Fitzroy Davis (FD) adding that the details were included in his report that was circulated prior to the meeting. CMcl commented that FD does have a very impressive track record and that he was surprised FD had not already received this following his successes with Craig Fallon. Also, the application has already been approved by the Midlands Area. PB confirmed he supported this with no reservation and GC agreed.</p> <p><b>Decision: Fitzroy Davis to be awarded an Honorary Life Membership.</b></p> <p>CMcl continued that the majority of the work the work the Sport Department are carrying out at the moment is Covid-19 related creating strategic plans and the Return To Judo which JH has led on. CMcl added that both JH and BP have done some outstanding work in pulling all of this together including infographics. BP is now looking at procuring these resources at the best price to share with the clubs so that they do not have to pay.</p> <p>CMcl advised he has been working with Judo England to obtain funding to be used for start up costs such as venue hire for the first few months and cleaning equipment etc. AS added that we have based our guidelines on England Government guidelines but they have been shared with the Home Countries so that they can modify them for their own use and the documents will be shared with the affiliates once it has been confirmed that we can return to judo. AS also commented that if any one breaches the guidelines, BJA member or not, it will still come back to judo.</p> <p>With regard to membership, CMcl updated that the previous year had been a successful one, finishing ahead of target and recovering well from the year before when we moved office. If we had not had to go</p>	<p><b>CMcl</b></p>
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	<p>into lockdown mid March, CMCI predicts that there would have been another 1000 members by the end of the Financial Year. CMCI continued that at the moment, all of DJ is in lockdown with the staff on Furlough Leave and he is aware that it will be a unique challenge to rebuild if there are only 10 people allowed on the mat at any one time as opposed to 25/30 they would have had previously. Also, with the issue of obtaining access to schools, they are going to be looking into using social media for recruitment.</p> <p>The SE End of Year Review has taken place and CMCI said they had given positive feedback on the work we have done around Covid-19 and our preparation for moving forward. CMCI continued that the meeting was not difficult and they did not question our figures much as we had hit the revised targets and they have confirmed another year's funding AS commented that during the meeting digital focus and the sector renewal process were also raised for which there are funds available and SE have said they will keep up us to date with the development of those. Adding the meeting was more of a check in and measure of what we are doing rather than a development meeting and that SE are now operating as more of a monitoring organisation.</p> <p>Also, SH is in regular contact with SE and provides them with financial updates as well as quarterly meetings with Lucas Carlisle. Generally, we are in a positive position with SE and work is continuing on the various opportunities with them. CMCI continued that there is also a Tracking Inequalities Fund and SH and Bilal Anwar are analysing our data on IMDD to submit to SE. SE are not giving us participation targets for next year they are now looking more at how we meet the social objectives and how BJA have contributed to active lives etc.</p> <p>The England Talent Programme also met their SE targets. RS queried if the change in SE's priorities would affect how we spend our money. CMCI responded that we have to report back to them detailing how we intend to spend the rollover funding along with the strategic plan but the guidance was very vague. AS added that NGBs would be getting a core fund to run their organisations and the developing fund was in fragments and we will have to bid for specific areas, eg: Talent, Performance etc.</p> <p>MG raised the membership data and specifically the gender breakdown, commenting that this had been fairly stable over the past 2 years. MG believes there is now a great opportunity to encourage females into sport and questioned if it was possible to see the direction of travel for gender split and identify a way to increase the female participation. CMCI responded that 8 years ago there was a women and girl's campaign when the Sport Department organised a large amount of activities targeted at females but it did not generate much of a difference in the participation figures and then SE stopped the funding for it, replacing it with This Girl Can. Also, it had proved very difficult to</p>	
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	<p>recruit volunteers to assist with organising events and/or joining the Commission. CMcl continued that he had recently retrieved this piece of work and had tasked Joanne Baggs and BP with looking at this with the intention of commencing a new campaign but this was pre lockdown. This will become a priority again post lockdown. AS commented that the male/female split is better for DJ. NF added that there is a campaign in his area, Leeds Girls Can, that had been gaining momentum but stopped due to Covid-19 however it will be revived as it was working really well. CMcl concluded that planning is taking place for next year and there will be an increased spend on marketing including making more use of digital campaigns and social media, also using our Olympic athletes to promote Judo for everyone not just females.</p>	
<b>47.15</b>	<b>ANY OTHER BUSINESS</b>	
	<p>RS thanked CMcl and JH for their update and thanked the Board members for attending. With there being no other business, the meeting closed at 13:47.</p>	