

## STRICTLY CONFIDENTIAL

### DRAFT

#### BRITISH JUDO ASSOCIATION (BJA)

#### MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

HELD ON TUESDAY 21<sup>ST</sup> OCTOBER @ 11:00

SQUIRE PATTON BOGGS (UK) LTD, LONDON WALL, LONDON, EC2M 5TQ

<b>PRESENT:</b>	Gerry Gualtieri, Chair	(GG)
	Neil Fletcher	(NF)
	Garth Illingworth	(GI)
	Delia Wright	(DW)
	Russell Brown	(RB)
	Shaun Davies	(SD)
	Ben Quilter	(BQ)
	Jodie Cox	(JC)
	Paul Ajala	(PA)
<b>APOLOGIES:</b>	Alex Slade	(AS)
	Paul Ajala	(PA)
<b>IN ATTENDANCE:</b>	Andrew Scoular, Chief Executive	(AS)
	Lucy Cleary, Executive Officer	(LC)
	Andrew Bowly, Head of Inclusion Safeguarding and Wellbeing	(AB)
	Maddie Thompson, Club Support Officer	(MT)

No	ITEM	ACTION
<b>78.12</b>	<b>WELCOME &amp; APOLOGIES</b>	
	Meeting started – 10:10am	
	GG welcomed everyone to the meeting and gave apologies on behalf of Alex Slade, who is on holiday.	
	Paul Ajala (apologises sent during the meeting)	
	GG advised that there have been two resignations:	
	Diana Hunter who had previously notified the board.	
	Rebecca McCreath has stepped down from her position due to personal and professional reasons.	
<b>78.13</b>	<b>DECLARATION OF ANY INTERESTS/CONFLICTS</b>	
	No matters raised	
<b>78.14</b>	<b>ANY MATTERS FOR ANY OTHER BUSINESS</b>	
	NF – Asked for adaptive judo to be on	
	ASL – Asked for an update on the BJA England trust and the England review progress.	

	AS – Welcomed Jodie as a replacement for Mark Preston.	
<b>78.15</b>	<b>MINUTES FROM PREVIOUS MEETINGS HELD ON TUESDAY 3<sup>rd</sup> SEPTEMBER 2025</b>	
	<p>AS raised one amendment – Diana Hunter was not present at the previous meeting.</p> <p>With the above amendment made, the minutes of the meeting held on Tuesday 03<sup>rd</sup> September 2025 were accepted as an accurate record of the meeting.</p> <p><b>Proposer: NF</b> <b>Seconder: RB</b></p>	
<b>78.16</b>	<b>ACTIONS ARISING FROM PREVIOUS MEETINGS (NOT INCLUDED ON THE AGENDA)</b>	
	<p>AS reviewed the board actions and decisions, with key highlights reported below:</p> <ul style="list-style-type: none"> <li>• Updated on Nest system which is now complete and can be closed.</li> <li>• AJA (Amateur Judo Association) – Karen Roberts is currently working with them to provide support with their resources. This is ongoing but is being managed.</li> </ul>	
<b>78.17</b>	<b>RISK REGISTER</b>	
03	<p>AS provided an update, noting two increases on the register relating to GDPR and cyber security. The board felt these areas should potentially be considered a higher risk</p> <p><b>ACTION – SD to review</b></p>	<b>SD</b>
C2	<p>Updated high safety guarding matters.</p> <p>Conducting Review Hosting Scheduled for end of November for the Directions Meeting and Disciplinary.</p>	
04	<p>Succession planning for staff – AS highlighted Tim Ellis’s resignation and confirmed that work is ongoing to reorganise activities and structure.</p> <p><u>Information received during the meeting</u></p>	

	<p>The Chairman reported that he had received an email from Paul Ajala, explaining his absence from the meeting, and confirming his intention to step down from the Board and not seek re-election.</p> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>• <b>GG to follow this up with Paul Ajala</b></li> </ul>	<b>GG</b>
<b>78.18</b>	<b>YP ADVISORY PANEL</b>	
	<p>At 11:20 am, Andy and Maddie joined the meeting via Teams, along with young leader's participants Camryn and Ollie.</p> <p>Maddie proposed implementing additional support for current athletes — particularly around:</p> <ul style="list-style-type: none"> <li>• Building confidence and reducing nerves during competition.</li> <li>• Offering guidance and emotional support.</li> <li>• Supporting existing staff and coaches.</li> </ul> <p>She noted that an action plan (included in the board pack) was developed during the September meeting, with the next step being to present the proposal to the Events Commission and Coaching Committee. The goal is to achieve this initiative by 2026.</p> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>• <b>The Board fully supports YAP's proposal and encourages them to take it to the relevant committees.</b></li> <li>• <b>This will also help reduce pressure on current coaches.</b></li> </ul> <p>GG commended the idea, noting it will ensure someone is available to support the children, which is essential given the number of events occurring simultaneously.</p> <p>Competition Feedback (Camryn)</p> <p>Camryn shared recent competition experiences, highlighting concerns over:</p> <ul style="list-style-type: none"> <li>• Medal allocation in light or heavy categories.</li> <li>• An incident where a competitor did not receive a medal despite competing — potentially discouraging participation.</li> </ul>	<b>YP</b>

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	<p>To link with the Welsh Judo Board and utilise UK data to support YP in gathering 10,000 signatures for presentation to Parliament. –</p> <p>Andy confirmed that, through the My Voice initiative, they have received over 400 referrals and are collecting data patterns to identify repeat offenders, allowing them to address the situation proactively.</p> <p>AS – Thanks Maddie and the young leaders for their contributions. Teams call concluded.</p>	
<b>78.19</b>	<b>SAFEGUARDING RECOMMENDATIONS</b>	
<b>78.20</b>	<b>CHAIRS UPDATE</b>	
	<p>Meeting Resumed: 12:25 pm</p> <p>Report taken as read</p> <p>GG advised that the board had not anticipated appointing a second new member.</p> <p>CVs Reviewed: Niki Wang and Wai Cheung, both have complementary skills and experience:</p> <p>Niki Wang: Longstanding involvement in judo, very positive about its impact on herself and her family, impressive executive career (CIO), enthusiastic about fundraising, brings energy and strong personality to the board.</p> <p>Wai Cheung: Experienced government consultant, strong risk management background, knowledge of karate adds diversity to the board.</p> <ul style="list-style-type: none"> <li>• Both candidates were top two choices.</li> <li>• GG thanked Alex and Delia for their support with the interview process.</li> </ul> <p><b>Decision</b></p> <p><b>The board formally ratified Nicki Wang and Wai Cheung as BJA board members and agreed for them to attend the next board meeting.</b></p> <p><b>Action:</b></p> <p><b>AS to send formal induction letters, notice of upcoming dates, and relevant forms to Nicki and Wai.</b></p>	<b>AS</b>

[illegible]

<b>78.21</b>	<b>INTERNATIONAL REPORTS</b>	
	<p>Report was taken as read and highlights the below points</p> <p>NF highlighted an issue identified online, where a GB representative living in Gibraltar who had previously been banned by the Southern Spain Federation.</p> <p>Ronnie is currently investigating this matter and NF are working alongside Ronnie on education and uniform compliance.</p> <p>Meeting planned to explore if the European services can support BJA events. Steven Watson (Navy) is interested in co-hosting.</p>	
<b>78.22</b>	<b>CHIEF EXECUTIVE UPDATE</b>	
	<p>Report taken as read with the key highlights:</p> <p><u>Combat Centre</u></p> <ul style="list-style-type: none"> <li>AS reported a positive meeting with the Combat Centre last week. The centre is supportive but currently has no funding, they have agreed both council and university to pause and review the wider West Midlands strategy. BC Football Club's sports park concept is being considered, highly unlikely to progress in Walsall at this stage.</li> </ul> <p><u>UK Sport</u></p> <ul style="list-style-type: none"> <li>The University is in the middle of a master plan for Walsall campus development. Plans include purchasing athlete accommodation as there are increasing number of students by 2,000 due to adding more courses. BJA has an 8 year lease and is fully involved in the planning.</li> <li>Six-month UK Sport review was very positive, impressed with BJA's VI programme. They have encouraged us to submit an additional funding request, however they will increase medal targets from 1-2 to 2-3. Meeting on the 14th November.</li> </ul> <p><u>International Relations</u></p> <ul style="list-style-type: none"> <li>IPC has allowed Russia back in, ongoing discussion about implications.</li> <li>Head of IBSA Judo has stepped down and declined combined roles.</li> </ul>	

<p>No questions from the board.</p>	<p>AS</p>
<p><u>Finance update</u></p>	
<ul style="list-style-type: none"> <li>• Current overall is that BJA are above budget but total income versus budget is slightly down due to employment of UKSI staff.</li> <li>• Membership income is slightly behind expectations however last month showed improvement, this is expected to recover.</li> <li>• Saj Hussain and AS are doing an internal reforecasting, just need to pick up on additional costs. However a budget for legal matters has to be taken into account</li> <li>• Patron money will be launching soon, which can go into the trust. However currently looking into replacing the trust account and seeking financial advice for the best way forward with this.</li> <li>• <b>AS to investigate different trust organisations and how they operate</b></li> <li>• GC raised an issue that Alex Slade has previously highlighted on the need for clear structure and processes for the trust, especially as external patrons are being invited, which may need additional people on the trust, with one candidate being interested in the role.</li> </ul>	<p>AS</p>
<ul style="list-style-type: none"> <li>• UJC event finalised 1st march Manchester. <b>AS to circulate the report, including details for teams and virtual participation.</b> Additional date being obtained for a 2nd event which will include both team and individual competitions.</li> <li>• All staff day went well, proSD vided a more detailed look at the overall strategy work which has been ongoing since November 24, aiming to consider club, regional and national perspectives. Three core elements were agreed upon by all attendees without objection.</li> <li>• UK Sport has signed up with the Sport Secure online platform to monitor athletes' social media and remove abusive comments. This Platform will be available across all sports.</li> </ul>	<p>AS</p>
<p><b>ACTION.</b></p>	
<ul style="list-style-type: none"> <li>• <b>The board agreed to sign up to Sport Secure</b></li> <li>• <b>AS to complete BJA's registration for the platform</b></li> </ul>	
<p><u>Strategy KPIS</u></p>	
<p>In depth discussion was had around the KPI and strategy plan.</p>	
<p>End goal is to have 6 sets of KPIs:</p>	
<ol style="list-style-type: none"> <li>1. British KPIs</li> <li>2. England KPIs</li> <li>3. Northern Ireland KPIs</li> <li>4. Scotland KPIs</li> </ol>	



	<p>5. Wales KPIs</p> <p>Tactical elements are shared where relevant, with each nation completing their own KPI.</p> <p>The Board discussed that, given the recent changes in performance, it would be beneficial for Kate Howey to attend the next Board meeting on 15th December. She can provide an update, including information on new athletes and a review of outcomes.</p> <p><b>ACTION</b></p> <ul style="list-style-type: none"> <li>• <b>AS to draft a combined strategy, integrating visions, missions, objectives, and tactical KPIs.</b></li> <li>• <b>AS to sit with other home nations CEO's to review the draft.</b></li> </ul> <p><b>OTHER ACTIONS FROM THE CEO's REPORT</b></p> <ul style="list-style-type: none"> <li>• <b>Ben to circulate "year in success measures" update – bens coms report</b></li> <li>• <b>AS to circulate the social media report in the board information – bens coms report</b></li> </ul>	<p>AS</p> <p>AS</p> <p>BP</p> <p>BP</p>
<b>78.23</b>	<b>ANY OTHER BUSINESS</b>	
	<p>GG emphasized that any notice regarding resignations should be given at least 3 months in advance or at the next board meeting, to ensure sufficient time to make arrangements.</p> <p>AS – Thanks Jodie for attending and representing Scotland.</p> <p>GG – Thanked everyone for their attendance and the meeting closed at</p> <p>Meeting closed 14:15pm</p>	