



England Boxing Ltd Board Meeting
Date: Tuesday 11th September 2018
9 Bedford Row, London WC1R 4BU
Time: 10:30 – 15:00

Item 1	<p>Present:</p> <p>1.1 Caspar Hobbs (CH) Chair, Alkit Patel (AP), Mickey Norford (MN), Liz Norris (LN), Gio Brugnoli (GB), Mike Loosemore (ML), Darren Chapple (DC), Gerry Wilmott (GM).</p> <p>Gethin Jenkins - CEO – (GJ)</p> <p>1.2 Apologies: Hilary Lissenden, Tove Okunniwa, Lawrence Selby</p>	<p>I = Info D= Decision A= Action</p>
Item 2	<p>Declaration of Interests:</p> <p>2.1 Gio Brugnoli – AIBA, Mike Loosemore – AIBA, Micky Norford – EUBC.</p>	
Item 3	<p>Minutes of Last meeting:</p> <p>3.1 Minutes were reviewed, considered and approved.</p> <p>3.2 There were no matters arising not covered elsewhere in the minutes.</p>	
Item 4	<p>Chairman’s Report</p> <p>The Chair gave an overview of his report to the Board.</p> <p>4.1 A note of thanks was conveyed to the staff for all the efforts over the past year. It was noted that the organisation was in a much stronger position than 12 months ago.</p> <p>4.2 AIBA Congress and Elections: A discussion took place on the forthcoming AIBA elections and congress due to take place in Moscow on the 2-3 November.</p> <p>It was explained the Presidency position was up for election and that given the considerable upheaval that had taken place in AIBA over recent months the implications would be considerable, not least as the sport currently remained suspended by the IOC.</p> <p>It was agreed that a presentation would be made by the CEO at the next Board meeting detailing the positions and which candidates were up for election as well as the current the issues and implications for the sport.</p> <p>There then followed a debate on the Executive Committee positions.</p> <p>Agreed: That Gio Brugnoli be put forward as England Boxings nomination for the Executive Committee elections.</p> <p>4.3 AIBA / EUBC positions going forward: It was noted that AIBA were increasingly looking to address gender inequality by increasing the numbers of female positions on the Executive (At least one per region) and the various commissions.</p>	GJ

	<p>This, it was felt, was an opportunity to promote more female representatives from England onto these panels. There should also be a long-term view on who we are nominating and to which commissions including the EUBC, as this is the best way to getting representatives onto the various Boards including AIBA.</p> <p>4.3 EB Sub-Committees: A discussion took place on the operation of the sub-committees. It was reported that they weren't functioning as well as they should be. Chairs of the sub-committees were asked to ensure that the committees met on a regular basis. They were also asked to remind the members of the committees that they can only make recommendations and not decisions as that is the responsibility of the Board.</p> <p>It was also reconfirmed that it was for the Board to appoint to sub committees and it was not in the gift of the sub-committee chair.</p> <p>Agreed: The composition of the sub-committees and the terms of reference be reviewed by the sub-committee chairs for further discussion at the next board meeting. This to include ensuring that there was a variety in composition, including representatives outside of boxing and skill sets.</p> <p>4.4 INED Position: It was reported that Phil Beard had resigned from the Board. It was confirmed that PSD had been appointed to lead the recruitment of a replacement following a tender for the role. It was confirmed that the person appointed would look to bring commercial experience to the Board. The recruiter had been funded through Sport England underspend from the last financial year. This underspend would also cover recruitment of the Head of Finance and on-going Membership rules review.</p> <p>Agreed: That an interview panel, which should consist of the Chair, one boxing director and one independent director would be required for the interviews. Nominations and availability should be forwarded to the chair.</p>	<p>Sub-com Chairs</p> <p>SC Chairs</p> <p>CH</p>
<p>Item 5</p>	<p>CEO Report:</p> <p>GJ gave an overview of the report circulated to the Board in advance of the meeting. The following items were discussed;</p> <p>5.1 Membership: It was reported that there had been less issues regarding the use of the Vault this season and that registrations were ahead of the same time last year.</p> <p>Currently there were 766 clubs registered with a further 19 pending. This compared to the 661 at the same time last year. Membership currently stood at 6,939 with 3,712 pending.</p> <p>It was further noted that many clubs had returned from the alliance. It was further noted that in the Western counties circa 20 new or retuning clubs had joined this season.</p> <p>5.2 Stake Holder Engagement: It was reported that a meeting had taken place with Southern Counties executive and the CEO and that further meetings were planned with regions in the coming weeks.</p> <p>5.3 Sport England targets / Insight: It was confirmed England Boxing four year funding targets had been agreed with Sport England. As a result of this, a meeting with Sport England had taken place to discuss the use of insight in order to ascertain the impact boxing had in local communities.</p> <p>It was explained whilst there was plenty of anecdotal stories and reports, there was a lack of specific data. The meeting had been held to establish what we were to test and how we were to go about it. Originally it had been envisaged that a company would be used to undertake this work however as a result of different work undertaken between EB and Sport</p>	<p>GJ</p>

England it was reported that there may well be a member of England Boxing staff who would be suitable to fulfil this role.

5.4 Oaks Consultancy: It was confirmed that the commercial inventory review was on going and at the report drafting stage. This had followed several meetings with stakeholders including with member clubs and regional representatives, as well as staff, directors and others involved in the sport. It was confirmed that Oaks representatives would present to the October Board meeting.

It was highlighted that one of the key recommendations would be the establishment of a charity foundation and that consideration should be given to who the trustees should be.

5.5 Membership Rules and Regulations: It was reported that work was on going with Mishcon De Reya on the review of the membership rules following the updating of the terms and conditions of The Vault and website. This update had ensured we are GDPR compliant and provides greater clarity as to what a boxer, coach and official etc. signs up to when becoming a member of England Boxing.

The draft paper on the membership rules and that for critical incident procedures would be circulated to the board for further review.

5.6 Auditors: Following recommendations agreed at the last Board meeting, it was confirmed that Sedulo had been appointed as Auditors to the company for at least the next three years. It was confirmed that the 17/18 audit had begun. It was also confirmed that Sedulo would help with the management accounts and payroll until the new Head of Finance had been appointed.

5.7 Head of Finance: It was confirmed that the Head of finance position had been advertised via a recruiter and was at the short-listing stage. It was also confirmed that the Communication Manager position was also currently being advertised.

5.8 Office Location: A discussion was held on the set up of the central office and the option regarding alternative locations. It was explained that whilst there was the possibility of temporary solutions, the long-term options remained unclear. It was also explained that the uncertainty was causing issues with recruitment being on hold. Therefore, it was agreed that that the issue should be parked indefinitely and that solutions in Sheffield should be considered.

5.9 Inclusivity: A follow up meeting has taken place with Inclusive Boards to review our on-going commitments to the Governance Code.

5.10 Staffing / Office: It was confirmed that Mick Maguire has been appointed as the Midlands CSO replacing Dan Allen. It was also confirmed that Monique Staunton was leaving the organisation to return to Australia. As a result, Zoe McLean has been appointed on a short-term contract until 31st December. Talent had also recruited a temporary cover until 31st December. It was also confirmed that we were looking at options to fill the agreed compliance administrator role internally.

5.11 One night only boxing: It was confirmed that a paper detailing what currently could be done had been issued to the membership. It was confirmed the only change to our current rules had been in the increase in size of gloves. It was also confirmed that ML was looking at the issues concerning the 40-year-old age limit, but no change had currently been either recommended or agreed. The reaction had been mixed to date. Some Regions had issued a blanket no with, it appeared, little consultation with the membership, whilst others had, if nothing else, welcomed the fact that there was now a debate on the issue. Further discussions would be held during the forthcoming Regional meetings. Further updates would then be provided to the Board to work out a way forward.

GJ

	<p>5.12 National Championships: It was reported that a meeting had taken place with representatives of the police, including some local constabularies where our events had been held and with members on the national events panel. It was reported that improved dialogue was helping with regards to the planning and delivery of these events.</p> <p>It had been recommended and agreed to provide CCTV at all our events where the venue didn't already have it installed.</p> <p>It was reported the fallout from the events at the Schools finals had affected other Box Cups and the implication of this we still being monitored.</p> <p>5.13 Match Maker / Medical Data Base / The Vault: A discussion was held regarding the role out of the match maker programme. It was explained that as well as match maker programmes, social media was also being used to arrange bouts and shows. A further update will be provided at the next board meeting including the numbers who had registered.</p> <p>GDPR: It was confirmed that we had passed and received our cyber essentials certificate.</p> <p>Medical Module: It was confirmed that the contracts had been signed and the two data companies were doing the enabling work to ensure the two systems would work together.</p> <p>It was reiterated that the medical sub-committee needed to provide a comprehensive role out plan to explain how this would be delivered, it should cover the on-going use of the BCR1s and the implications of additional work for doctors etc together with the facilities required to be able to do this. Until this was provided implementation could not go ahead.</p> <p>The Vault: A request was made that a voting mechanism be implemented on The Vault, so the membership could be consulted on various matters. It was agreed a report including costing would be presented at the next Board meeting.</p>	<p>LM</p> <p>LM</p>
<p>Item 6</p>	<p>Finance update:</p> <p>6.1 Management accounts: The end of June accounts were presented to the Board. There were no matters arising from these accounts.</p> <p>6.2 Budget: It was reported that the budget process amongst the managers and subcommittees was still ongoing and where insufficient information had not been provided this would be pursued. Issues around the Talent function were being addressed but more work was need on Competitions and Coaching / technical budgets.</p> <p>6.3 Staffing: A discussion on staffing was held including funding implications. Further information including recommending KPIs for the managers would be provided to the next Audit Sub Committee.</p> <p>6.4 Membership Fees and Costs: Agreed that a small working party would be set up by the CEO, to look at the membership provision including the fee a boxer pays to both England Boxing and the Regions.</p> <p>It was also reported that Regional governance especially regards to AGMs and elections should be looked at due to the number of complaints received from Clubs over the procedures and processes from some of the recent Regional AGMs.</p> <p>6.5 Strategy and Priorities Agreed: That a working group be formed to establish a better understanding of the priorities for the year ahead, the forward look and the overall work load. This it was felt should help the continued piling of requirements onto the staff.</p>	

<p>Item 7</p>	<p>Risk Register:</p> <p>7.1 A presentation was made by DC on the risks to the organisation together with the process for establishing the levels of risks and the associated mitigation.</p> <p>7.2 It was agreed that DC and the CEO would meet to establish a top 10 chart for the various risks to the organisation including force majeure, structural, resilience and ongoing.</p>	
<p>Item 8</p>	<p>Safeguarding:</p> <p>8.1 It was reported that the CEO and Compliance Manager had attended the Sport England / Football Association conference on the lessons learnt from the issues regarding historical child abuse within football.</p>	
<p>Item 9</p>	<p>Recommendation from the Sub Committee Meetings:</p> <p>9.1 Technical and Rules Sub Committee:</p> <ul style="list-style-type: none"> i. Abuse of Officials. It was agreed to write out to all regions reminding them and the Clubs to ensure officials aren't abused and the process for dealing with the abuse. ii. Payment to Officials attending 3 Nations – Not agreed A further debate was held on the issue and the implications. It was agreed that a paper would be produced detailing the costs and implications iii. It was agreed that Officials could be upgraded at the Haringey and Hull Box Cup. This needed to be put in next year's budget. <p>9.2 Championships: A discussion was held on the composition of the subcommittee and it was highlighted the need to have suitable event experience as well as field of play knowledge. Concerns were also raised about what was currently recommended and that the process for nominations had not been followed.</p> <p>Agreed: That the composition would be reviewed and reported back to the next board meeting. Until this process had been completed then the nominations were not confirmed.</p> <p>9.3 HR Legal and Compliance: None 9.4 Medical: None 9.5 Communications: None</p>	<p>LM</p> <p>DM</p> <p>MN</p>
<p>Item 10</p>	<p>Talent Pathway and Competitions Update:</p> <p>10.1 The Board reviewed the Talent Paper.</p> <p>10.2 World Youth Championship: It was noted the recent success at the World Youth Championships which took place in Budapest between 21st – 31st August. A team of 10 boxers who had qualified from the European Championships returned 6 medals (2 gold, 1 silver and 3 bronze). The two female golds (Caroline Dubois and Gemma Richardson) were the first ever for England at a Youth World Championships. The Board extended their congratulations to all involved and asked that the CEO write to the Coaches to congratulate them and the team on their success</p> <p>10.3 Youth Olympics: It was confirmed that following the allocation of additional places, four boxers had been selected for the Youth Olympics taking place in Buenos Aires, Argentina in October. They are Caroline Dubois, Gemma Richardson, Hope Price and Hassan Azim</p>	

<p>10.4 Talent Coach Development: The reported noted, as outlined in the talent strategy, coach development is integral to the success of the programme. It was confirmed that the ten talent pathway coaches have all received additional training and support around areas including nutrition and strength and conditioning.</p> <p>10.5 A talent coach seminar will be held in November / December for the entire pool of talent coaches. This will focus on areas including the talent pathway, structuring of training sessions, safeguarding, nutrition, hydration, self-reflection and feedback.</p> <p>10.6 Following an application to UK Coaching it was confirmed that Lorna Moser and Laura Sargeant have been accepted on the Females into High Performance Course. This is a yearlong course will help develop their coaching practices and expand their horizons with learnings around other sports.</p> <p>10.7 In addition to the above, it was confirmed that Ivan Cobb has been accepted onto the Strive Coach Development programme. The course is aimed at those who will be able to help develop our next talented coaches. A key part of his programme will be to act as a mentor to the six female coaches on the talent coaching system.</p> <p>10.8 Talent programme delivery: An update was provided on this programme. It was reported that one of the critical targets from the talent strategy was to have regular contact with boxers on the talent programme, as opposed to preparation for major events only and ad hoc development camps. The Talent Development Camps (“TDCs”) concept was created in late 2017 following a successful pilot project in July and August 2017 led by Mick Driscoll.</p> <p>Amanda Coulson now leads the management of these TDCs. Each month there is a separate day camp for schools/ juniors’ boxers and youth / elite boxers. To meet the strategic aim of making it easier and cheaper for boxers to attend activities, sessions are held in both southern and northern locations each month. Feedback has been very positive so far and it was confirmed that work is now being undertaken on ensuring a development framework is followed at each camp, ensuring boxers in the north and south are getting similar experiences and development work.</p> <p>10.9 Following another successful pilot project led by Amanda Coulson it was confirmed that, the England Schools Academy has been launched. This sees finalists from all classes (minors, class a, class b) attend a day camp at the GB Boxing gym to learn about the talent pathway and receive coaching from England coaches in an inspiring location. The additional purpose is that it is hoped this will assist with boxer retention of losing finalists who are potentially very talented.</p> <p>10.10 Hydration / Weight Policy: It was noted that work is being undertaken on the creation of a hydration/weight policy and guidelines to ensure boxers are making weight safely for England selections. Input is anticipated from Mr Chapple, Mr Loosemore and Mark Ellison (nutritionist) in the first instance.</p> <p>10.11 Team Managers: A Team Manager seminar was held in July 2018 in order to educate TMs on current safeguarding requirements and clarity of what is expected from the role. A TM report template is also to be produced to ensure all relevant data is collected from major events.</p> <p>10.12 Title Belts: A comprehensive paper on the Title Belts was presented to the Board. It was explained that these Belts were an important offering to the membership and played a role in the organisations strategy for providing competition to the mid-level elite boxers. Due to various reasons its operational delivery had not been up to the standards required and that the rules and process we not clear and indeed who were the holders.</p>	<p>DT</p> <p>DT / LL</p> <p>DT</p>
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	<p>Agreed: That Option 1 in the paper – A pathway from region to areas then national title belts would be presented to the regions for further discussion. It was also explained that some monies from the Sport England grant could be used to help the regions establish these pathways.</p> <p>Once the consultation with the regions had taken place a further report would be present to the board.</p> <p>Agreed: It was requested that Regions provide information on the number of entries each region has into the respective competitions.</p>	DT / LL
Item 11	<p>AOB:</p> <p>11.1 First Aid Exemption: It was reported that a request for exemptions by serving members of the police force be permitted so they didn't need to take a further first aid course. It was explained that there were implications for allowing some exemptions and not others e.g. what about the fire service etc and that this shouldn't be limited to those with lines into the Board. Otherwise it produces inconsistencies within the membership and within regions.</p> <p>Agreed: that the Police Association be written to asking for more detail on the course. It would also be confirmed what the current provision was within England Boxings first aid provisions.</p> <p>11.2 It was noted that Paul Porter has been appointed as Sport Programme manager at AIBA</p> <p>11.3 Branding: A discussion on branding of the organisation took place. It was agreed to recommend changes and that a paper should be brought by the CEO to the next board meeting detailing the processes involved.</p> <p>11.4 Strategy: It was agreed that the Board should hold a strategy day as soon as practically possible.</p> <p>11.5 It was confirmed that limited budget for sub-committee meetings was allocated Budget.</p>	LM GJ LM
Item 12	<p>Future meeting dates:</p> <p>12.1: It was confirmed that the future Board dates for the year had been confirmed as detailed below:</p> <ul style="list-style-type: none"> • 16th October <p>It was noted this meeting would take place in Manchester where the annual audit and Oaks presentations would be made.</p> <ul style="list-style-type: none"> • 4th December <p>12.2 It was agreed a doodle poll would be issued to confirm the dates for next year. 12.3 It was agreed to confirm the date for the AGM in November / December 12.4 It was agreed to look for a suitable date for a Board / Regional secretaries' meeting and dinner.</p>	LM CH / LM LM