



ENGLAND BOXING LTD

Board Meeting

Tuesday 19th March 2024

10.30 –14.00

The Boxing Academy

1 Monteagle Way, Hackney, London E5 8PH

REDACTED Minutes – For publication

1	Welcome attendance and apologies <u>Present:</u> Richard Brooke (RB) - Chair, Paul Asare-Archer (PA), Felicity Barnard (FB), Anna Cain (AC), Sam Foster (SF), Doniert Macfarlane (DM) – in part, Micky Norford (MN) – in part, Nathan Pearce (NP), Lawrence Selby (LS) - in part and James Stebbing (JS). <u>In Attendance:</u> Jerome Pels - CEO (JP), Avoen Perryman (AP) – Head of Operations, Eric Lee (EL) – Head of Finance (Item 5), Michelle Maple (MM) – minutes. <u>Apologies:</u> Mehul Kapadia (MK), Chris Smith (CS) The Chair confirmed that sufficient notice of the meeting had been duly provided and a quorum was present.	I= Info D= Decision A= Action
2	Declarations of interest Directors present confirmed that they had no direct or indirect interest which they were required to disclose, in addition to the disclosures already on record.	I
3	Minutes of last meeting 3.1 The minutes of the Board meeting held on 24th January 2024 It was unanimously agreed to approve the draft minutes from 24 th January 2024 without amendment. The Chair was authorised to sign them as a complete record of the relevant meeting, with a redacted set to be publicised on the England Boxing (EB) website. 3.2 Matters arising All matters arising had been completed or were covered on the agenda.	I
4	Board Introductions	I

	<p>The Board welcomed James Stebbing, Paul Asare-Archer, and Nathan Pearce to their first meeting as Non-Executive Directors of the EB Board. Each director provided a brief overview of their background.</p> <p>It was noted that JS would chair the Compliance, Legal and HR Sub-committee, PA would chair the Audit Sub-committee and NP would chair the Competitions Sub-committee going forward.</p>	
<p>5</p>	<p>Finance – CFO Report</p> <p>5.1 Management Accounts</p> <p>The meeting was joined by the Head of Finance, who provided a summary of the full year forecast for the 2023/24 financial year.</p>	<p>I</p>
	<p>5.2 2024-2025 Draft Budget</p> <p>The Head of Finance presented an overview of the draft 2024/25 budget, with had been reviewed by the Audit Sub-committee, with key points highlighted.</p> <p>SF queried whether EB paid a baseline living wage. The Head of Finance confirmed that EB was a Real Living Wage employer, and most staff were on a pay band above this rate, although a couple of employees were around minimum wage level and may require review.</p> <p><u>Decision:</u> The Board approved the draft 2024/25 budget.</p>	

		D
	<p>5.3 External Audit Timelines</p> <p>Decision: The Board approved a recommendation from the Audit Committee to extend the audit tender process from three to five years.</p> <p><i>The Head of Finance left the meeting for the remaining items.</i></p>	D
6	<p>International and IBA Matters</p> <p>6.1 IBA – World Boxing</p> <p>It was noted that the IBA Board met on 3rd March and voted to remove headguards for women boxers in IBA-championship and sanctioned events at elite level, to bring females in line with their male counterparts. The rule would come into force from June 2024.</p> <p>The Board considered this position and agreed that further review was required by the Technical Rules Sub-committee and the Medical Sub-committee. MN suggested that further advice be sought from Professor Mike Loosemore, a lead consultant in sport and exercise medicine, who had undertaken detailed research on this subject. It was also felt that guidance should be sought from DM on this issue.</p>	A
7	<p>Sub-committee Reports and Minutes</p> <p>Reports were received from the following sub-committees:</p> <ul style="list-style-type: none"> • Commercial Sub-committee – 6th February 2024 • Audit Sub-committee – 8th March 2024 <p>It was noted that MN was due to stand down from his role on the Board, with his last meeting to take place on 21st May 2024. Therefore, a new chair would be required for the EDI Sub-committee.</p>	I A
8	<p>CEO Report</p> <p>8.1 CEO Report</p> <p>The CEO report was noted, with key points highlighted as follows:</p>	I

	<ul style="list-style-type: none"> • Michael Glossop had been appointed as Membership and Volunteer Manager and would start work on 8th April. • EB's position of not competing in events with Russian athletes was under review, given the conflict with Ukraine could continue for many years. <p>PA enquired whether the issuing of monetary fines by the Compliance Team was in response to an increase in disciplinary issues. The CEO confirmed that this was a new provision within the Disciplinary Code, and the Compliance Team had recently received an increase in incidents reported.</p>	
	<p>8.2 CRM System Update</p> <p>The Head of Operations update the Board on the launch of EB's new CRM system 'The Locker' with Sport80.</p> <p>The first draft of the system was complete, which would be followed by data testing to establish any issues. The system was due to go live on 1st June, with the final phase scheduled for June next year.</p> <p>MN queried whether boxers would still be able to use their BCR1s, and whether any upgrades to The Locker could be made in a cost-efficient way. The Head of Operations confirmed that a communication would be issued to advise that any medicals that took place prior to 1st June 2024 could still be utilised, but from 1st July no BCR1s would be acceptable.</p>	I
9	<p>Governance</p> <p>9.1 Board Recruitment</p> <p>The CEO reported that the Board now comprised 12 people, although MN would step down in May, and LS's tenure would conclude shortly afterwards. During the recruitment process for the new directors, two strong candidates had been identified. However, the Articles of Association required MN to be replaced by another Boxing Director.</p> <p>One of the candidates interviewed expressed interest in being involved as a member of a Sub-committee: Ola Obaro was appointed to the Audit Sub-committee.</p> <p>JS agreed to review the wording in the Articles to provide some clarity on the requirement for a Boxing Director.</p>	A
	<p>9.2 Board Skills Matrix</p> <p>The updated skills matrix was reviewed and noted.</p>	I
	<p>9.3 Board Effectiveness Review</p> <p>SF reported that six respondents took part in the Board Effectiveness Review. This would be undertaken again in September 2024 to incorporate new Board directors.</p>	I

	<p>It was noted that the Code for Sports Governance required an independent review to be undertaken every four years via an external company. As such, an external review would be scheduled in due course.</p> <p><i>The meeting was joined at 12.40 by DM. MN left the meeting for the remaining items.</i></p>	
	<p>9.4 Preliminary Assessment - Revised Code for Sports Governance</p> <p>Updates were provided to Sport England for the Revised Code for Sports Governance in January 2024. A gap analysis was then provided by Sport England on 5th March which highlighted two outstanding items, including the external Board review and annual discussion on the People Plan, which would take place at the AGM. Once these two items had been resolved, EB would be fully compliant.</p>	I
	<p>9.5 Annual Governance Report</p> <p>The Board reviewed and noted the annual governance report.</p>	I
	<p>9.6 Sport England & UK Sport Diversity Audit</p> <p>It was noted that the Sport England and UK Sport Diversity Audit survey would be circulated on conclusion of the meeting. Board members were asked to complete the survey at the earliest opportunity.</p>	A
10	<p>Safeguarding</p> <p>10.1 2023 Anti-Doping Report</p> <p>The 2023 Annual Anti-Doping report was reviewed, and the Board was pleased to note that there had been no adverse findings.</p>	
	<p>10.2 Letter Minister for Sport, Gambling and Civil Society</p> <p>The Board noted the correspondence from the Rt Hon Stuart Andrew MP, Minister for Sport, Gambling and Civil Society, requesting EB's position on the opportunities for those with HIV to compete in the sport. There was general agreement that the current stance required review, and the CEO agreed to discuss this position outside the meeting with DM.</p>	A
	<p>10.3 Suspended Members Notification</p> <p>It was noted that other sporting federations, including swimming and gymnastics, had issued the names of suspended coaches on their website. From a safeguarding perspective, it was proposed that EB should also adopt this stance.</p> <p>It was agreed that, if someone resigned from their position in the middle of a disciplinary process, the disciplinary process must be allowed to continue.</p>	A

	<p>10.4 Board Safeguarding Training</p> <p>It was noted that safeguarding training would also be extended to Board members. AC also suggested that the Board's responsibilities in respect of safeguarding should be clarified and clearly stated.</p> <p>The CEO stated that the Board induction programme could incorporate the findings of the Charles Thomas report following Edward Bilbey's death, and the 25-point action plan developed by EB to mitigate safeguarding issues.</p>	A
11	<p>Risk Management</p> <p>The Board reviewed and noted the revised Risk Management Matrix and report.</p>	
12	<p>AOB</p> <p>The Board was encouraged to attend the National Finals on 20th April 2024 in Derby.</p> <p>There being no further business, the meeting closed at 13.20.</p>	
11	<p>Date Of Next Meeting</p> <p>Tuesday 21st May – London</p>	