



**ENGLAND BOXING LIMITED
BOARD MEETING
DATE: Wednesday, 6th August 2014
Venue: EIS, Coleridge Road, Sheffield, S9 5DA
Time: 11.00pm**

<p>Item 1</p>	<p>Present</p> <p>Attendees:- C Hobbs (chairman) CH, H. Herbert (HH), D. Chapple (DC), G Brugnoli (GB), N Griffin (NG), L Leo (LL), M Loosemore (ML), D Newth (DN), T Stemp (TS), M Byrne (MB), F. McKelvie - FM M.Abberley (MA) -CEO & Company Secretary D Barnard (DB) – Secretariat & Operations Manager (DB)</p> <p>Apologies - none</p>	<p>I = Information D = Decision A = Action</p>
<p>Item 2</p>	<p>Declaration of Interests</p> <p>LL – SABA CH – BABA GB- BABA ML – AIBA</p>	<p>I</p>
<p>Item 3</p>	<p>Minutes of last meeting and matters arising</p> <ul style="list-style-type: none"> • Minutes from March 2014 ratified – no amendments • Minutes from May & June 2013 – Web version to be shortened/edited with note saying “full version available”, apply to Head Office in writing. 	<p>I</p>
<p>Item 4</p>	<p>Chairman’s Update</p> <p><u>New INEDS</u> CH formally welcomed TS & MB to the Board as the new INED’s, stating that they had skill sets that were currently missing from the Board. He confirmed that EB had nearly achieved its aim of a full complement of INEDS on the Board and that a significant number of interviews had been done and he was now going to circulate the CV of a potential new INED (Claire Furlong) who has the final skills that are missing from the current board, namely Financial & Comms/Marketing.</p> <p>ML declared a conflict of interest based on him knowing the candidate AS declared a conflict of interest based on him knowing the candidate, her having being hired in the past, by the company he is employed at.</p> <p>CH proposed the applicant/ CV with the Board with a view to appointment. LL seconded the proposal. There were no objections from the Directors. AP: CH to approach interviewed candidate with a view to making appointment</p> <p><u>NED Teleconference</u> CH stated that there was a lot of detail to cover today and referred to the NED (Boxing) previous teleconference, confirming that no decisions were taken during the teleconference as it was not a formal meeting but relevant issues had been discussed and that today they</p>	<p>I</p> <p>A</p>

	<p>would be further raised and the governance completed in respect of any decisions to be made.</p> <p><u>Commonwealth Games</u> CH referred to the Commonwealth Games (CWG) and that there had been an outstanding performance from and support for boxing and the team competing. 65% of the team had won a medal, confirming that the processes at grassroots level worked and worked well. CH would write to the boxers & coaches personally</p> <p><u>AIBA Event Bid</u> CH updated the Board on the formal, previously approved, bid for an AIBA International/Olympic Qualifier event in England, commenting that that a very professional bid, with good funding support, had been delivered, supported by Liverpool City Council and UK Sport. Feedback from those present was extremely positive about the excellent content and financial package presented but unfortunately England were not successful.</p> <p>A brief discussion was held regarding the sports ability to improve its relationship with AIBA and giving feedback re our reaction. The following points were made:-</p> <p>LL stated that he had been the only dissenter and felt the Board had been naïve in the expectation that it would win the bid ML disagreed and stated that placing the bid shows that England Boxing (EB) are willing to bid and input financially GB stated that we had had events previously and giving a better profile of us, could not do us any harm DN stated that the presentation could not be seen as a failure, we have evidenced that we are doing the right things</p> <p>CH stated that he had met with UK Sport since the bid and said that it was clear that there has been a change at EB and this bidding event shows we need to foster the relevant relationships.</p> <p>MB asked if there was any transparency in the voting information. CH replied that there was a change on the parameters in the evening before the presentations. A sheet was circulated on which the bids were to be scored but, to his knowledge these had not been used and they were of the understanding that the bids had not been graded as originally expected</p> <p><u>Strategic Review</u> CH stated that at the last meeting some quick wins were agreed and MA would update on those in the next agenda point. He confirmed that there appears to be a good deal of support from Sport England (SE) which includes financial support if the business plans are acceptable to them. There are a large number of plans to be written and then to go into Audit Committee. In terms of process, some Subcommittees (SC's) have met and all SC's will need to meet before the next Board meeting (October) and send in their reports to the Board prior to that, for review and discussion at the meeting.</p> <p>LL mentioned that Mikkel Larsen (Sport & Recreational Alliance) has shown an interest in being on the HR, Legal and Compliance subcommittee. DB stated that she had not had any formal application or informal note from the individual evidencing this but that she would follow it up.</p> <p>AP: DB to follow up with ML re SC</p>	<p>I</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p> <p>A</p>
<p>Item 5&6</p>	<p>Strategic Review Action Plan, Finance and SE Update MA addressed the Board and referred to the March 2014 Board meeting in which the Boxing review report, undertaken by Portas, had been presented and subsequently circulated</p> <p>MA stated that one of the governance challenges in previous years had been that side meetings/discussion had been had outside of quorate meetings and this was one of the areas of governance where improvements were essential. SE's Self Assurance Auditors will audit</p>	<p>I</p>

those processes during their on-site visit in March 2015. Part of the remit will be to look at the Boards actions from the Portas review and make a determination as to whether or not the governance is adequate following the changes made by EB.

MA then presented the Executive Plan to the Board, (see back papers) based on the outcome of the review, including suggested timelines for delivery of the outcomes. The priorities are as below:-

Strategic Priority	Work Plan Priorities
Target and Engage Customer Segments	Young Competitors Women - Age 20 - 40 New Entrants Education - Schools/FE/HE
Improve the Club Environment	Advisory Support Capital Support Framework for Support
Embrace and Educate Volunteers	FOH Volunteer Coach Development Official Development Welfare and Anti Doping Development Members Conference
Change the Events Calendar and Format	Alignment – AIBA and EB Insurance Links to Talent Cash Flow and Year End Medical Carding
Develop Commercial Programme	Develop Membership Proposition Review digital strategy Review Rights and Assets Commercial Manager/Director Partnerships CRM
Structural and Regional Governance Review	Role of Regions

Several discussions took place around the above subjects, for which some would require additional funding/access to funding and/or additional resources.

The following was stated:-

Constitutional Support

- DN stated that the Club Development & Membership SC was working with RT to ensure that the constitutional structure supports clubs to apply for funding grants. Currently no funding available/budgeted

£1m club support from SE grant funding:

- EB could not access the fund last year due to the board & governance issues
- SE need EB to determine how this will be spent
- Meeting on 14th with SE to access the funding
- Should be targeted to help EB achieve the strategic plan
- Determine any costs involved in external body administrating the fund and whether this will come out of the funding or not

Club Support Officers

Funding ends on 31.03.16 and EB must secure funding to continue these roles.

Programmes delivered by CSO's are:-

- **Satellite Clubs** – delivering in areas that are not a clubs “first home” increasing overall participation and acting as feeders for those wanting to move to clubs. EB are targeted for 29 in 4 years, are currently running at 102 already. Current resource and capacity cannot deliver the “need for boxing”. 1 Satellite project nominated as Satellite Club of the Year
- **Premier League for Sport** – Boxing is the fastest growing Sport in this initiative
- **Mobile Arenas** – Capital programme already delivering via CSO management of resources/arenas
- **Social inclusion** – SE award is only a small part of the grant as this area does not realise big numbers for participation. SE is not the banker for this area, but there is a need for some investment in this as mentioned in the All Party Parliamentary Group for Boxing report. Currently 4 projects running. One project nominated for Project of the Year
- **AIBA** – ML is the only EB representative on an AIBA Commission. EB needed to guide/develop people in order to get closer to the International environment. 2 delegates needed to be decided to travel to Congress for voting
- **Welfare/DBS Changes** – A re-wording exercise had taken place with EB and NSPCC on how we look around these issues, as an NGB. It was evident that Directors would need to complete an NSPCC course and we would try to tie in this course with the next (Admin) meeting in October. An Educational programme would be required for athletes and this could also be tied in with the Elite Finals and AGM/Annual Conference
- **Championship Calendar/Boxing Season** – A transition to a Jan – Dec boxing season to be discussed/reviewed (in light of cashflow/AIBA calendar restraints), potentially to transition from Oct 2014 to end of Nov 2015, to deliver an ongoing, approved Championship season from 1st Feb 2016 to 30 Nov 2016 and annually between those dates thereafter. The transition should include the re-alignment of membership fees, annual international style medicals and insurance policies to accommodate those dates.
- **White Collar Boxing (WCB)** – Board reviewed email from Western Counties Secretary on this subject. Board to look at/consider a potential WCB alternative that could come under EB umbrella, such as Corporate Challenge/Charity matches. Training programme and medicals must be included. Two large operators of WCB events had contacted EB re potential strategic partnership, which should be followed up.

MA informed the Board that the above were areas where the details of the delivery were not for the Board to discuss/define but for the relevant Subcommittees to recommend, for subsequent Board approval.

The following individual issues were agreed, with relevant, responsible parties named in each area:-

- Deliver transitional International Medical Process for 2014/2015 Boxer Carding discussed and approved at this Board meeting - **DB/ML/HH**
- Devise competition format to replace Ambition Championships (Box Cup, League) for 2014
GB (via TCRJ SC)

- Review situation and make final decision on Head Guards for Development Championship (Board do not want to breach any AIBA rules) -
GB (via TCRJ SC)
- Make recommendation for delivery of 2014-15 season Female Box Cup, University Box Cup and review of BUCS Champs format -
GB (via TCRJ SC)
- Review and recommend a format for the 2014 – 15 Elite finals/EB conference and AGM. MA to complete formal comparative review and recommendations for venue to October Board. To include options on TV coverage and broadcast.
MA via Board
- GB and ML to attend AIBA congress in November as voting on behalf of EB. CH cannot attend
GB & ML to attend DB & MA to make arrangements for GB flight & Accom
- Review existing contracts on current endorsements of third party products and exit strategies
MA & DB with Development SC and Legal Support
- Liaise with SE to set up meeting with regarding SABA following LL paper. MA explained re School Links Partnerships, DCMS Boxing in Schools policy and involved stakeholders (SE/YST/DCMS). A Director pointed out that Conflicts of Interest re SABA should be disclosed.
MA to liaise with SE
- Conduct formal review of digital strategy. To include website and CRM. Both currently with Sport Focus since 2010
Chair (CH)
- Talent & Performance re-structure underway. 2 EB staff have been made redundant and one transferred via TUPE to GB Boxing. 70 applications received for sessional coaches and Head of Talent to be recruited by GB. Pathway Management Group overseeing. MA requested approval (for GB Boxing) to have limited access to EB database for functional reasons. Access approved,
MA, DC and RG (from GB)
- Conduct asset review on potential commercial properties and audit of opportunities within England Boxing and relationship with GB
MA & TS
- 3 Lion Logo options – selection made & approved by Board during meeting
- **MA & Hannah McLafferty to arrange roll out of log and brand guidelines**
- Review of financial profile and budget profile against strategic review with intention of discussion on re-profiling funding with Sport England. Report back to October Board
MA, DB & Audit Committee
- Board apprised of AIBA's accreditation refusals re CWG regarding past experience/behaviour and EB's own outstanding grassroots cases with previous experience currently sitting with AIBA awaiting clearance. Board agreed for MA to further investigate accreditation decisions with EB's legal adviser/support and for DB to devise and recommend a process at EB level for membership clearance from AIBA for those with previous combat experience wanting to join EB.
MA, DB & legal support
- Board apprised of recent case where some Directors had been emailed regarding a refused membership at Association level. DB updated Board re ex-members solicitor involvement and EB's lawyer's advice. Board requested that DB devise and recommend process for general membership refusals re code of conduct etc
MA, DB and legal support
- White Collar Boxing position. DN offered to look at potential event scenarios as per discussions. Contact should be made with operators of the unlicensed sport in order to find a way forward if possible.
CH, LL and MA to meet with known operators. DN to provide outline for potential WCB strand. DB to write back to Western Counties Secretary and update him on above.

	<ul style="list-style-type: none"> All Party Parliamentary Report on Boxing – MA to circulate. CH confirmed that he is executing issues and recommendations noted at the back of the report. <p>CH</p> <p>MA confirmed that there was a significant amount of money within the grant and that SE would allow EB to re-programme the funds (within SE guidelines and objectives FM asked for all budgets to deliver above to be submitted to Audit Committee within next 4 weeks, for consideration at their next meeting at end of September. Audit Committee will be meeting to agree remaining 6 month budget for the year (Oct 2014 to March 2015) AP: All above to put budget requests into Audit Chair by early September for consideration within Oct 14 – Mar 15 budget</p> <p>LL asked re role of President and CH confirmed he had a meeting scheduled with current President on 28th August. Patronage currently being addressed via Royal Foundation.</p> <p>CH stated that a request had been made to undertake a forensic audit within one of the Associations. No further Board discussion took place on this point at this meeting.</p>	<p>I</p> <p>A</p> <p>I</p>
<p>Item 7</p>	<p>Reports to the Board SC written reports received prior to meeting (see back papers) with the following points added;-</p> <p>Membership and Development No written report provided but verbal update given as follows;-</p> <ul style="list-style-type: none"> Welcome Pack being produced, working with Yorkshire CSO Front of House delivery – improvements need to be made CRM – liaise with relevant subcommittee <p>Recommendation A – SMT to implement a non-competitive club membership type (recreational club), registering directly via NGB CH requested that the Commercial SC write a report to the Board as to what the membership would look like</p> <p>Recommendation B – Urgent need for more officials – potentially use the Young Officials Development Course already available CH requested that the SC provide a written recommendation to the Board so that it can be prioritised AP: SC to provide a report and a recommendation to the Board for the 2 areas highlighted.</p> <p>Medical Written minutes provided – met 08.02.14, next meeting 4th September</p> <p>MA informed the Board re the issue of Wheelchair Boxing and the recent contact to ML from an individual who had designed a wheelchair for this purpose. Board approved EB’s interest in the subject.</p> <p>CH requested ML to write a report for the Board and supply to Board. AP: ML to supply report to DB for circulating to Board ahead of next meeting</p> <p>Performance & Coaching Met in April. Performance and coaching to be split into 2 areas due to workload. Work already agreed in 2012 – needs to be revisited in light of new resource.</p>	<p>I</p> <p>A</p> <p>A</p> <p>I</p>

	<p>Coach pathway on hold until coaching courses agreed.</p> <p>Audit Meeting minutes supplied –actions approved. Next meeting to be arranged for end of Sept and to include review of budget requests from SC’s re strategic plans.</p> <p>Technical Rules, Championships, Referees and Judges Minutes, reports/recommendations previously supplied, approved and acted on. Last Meeting 22nd March, next meeting 20th August.</p> <p>Skills bouts – request that Skills Bouts (3 x 1 minute rounds) be put on in gyms, schools with no alcohol present but Supervisor, Referee, Timekeeper and Paramedics/Dr to be present. Charge £5 and no permit fee</p> <p>CH requested that current guidelines be circulated to Directors for any additions AP: DB to circulate</p> <p>DN asked if EB could sign up to the Code of Conduct on Governance. AP: DB to contact S & RA for details and review requirements for possible cascade down to regions for acceptance at that level.</p> <p>HR, Legal and Compliance Not yet met. DB to liaise with new INED Chair now in place (MB) following Board meeting. 1st meeting to be arranged. Issue with/objection to one candidate to be discussed. AP: MB to arrange 1st SC meeting</p>	<p>I</p> <p>I</p> <p>A</p> <p>A</p> <p>A</p>
Item 8	<p>Risk Register MA notified Board of changes to items made to Risk Register for this quarter (see back papers for register) Changes approved</p> <p>LL stated that he would attend and assist with Risk register model at Head Office during September, ahead of the next Board meeting. AP: LL to provide DB with some dates in September for attendance at Sheffield HO</p>	<p>I</p> <p>A</p>
Item 9	<p>AOB</p> <p>None</p>	

Action Points from Meeting

Item	Details of Actions to be taken	Who by?	When by?
4	Approach interviewed INED candidate with a view to making appointment	CH	30.09.14
4	Follow up possible SC interest with ML at SARA	DB	30.09.14
5 & 6	Deliver transitional International Medical Process for 2014/2015	DB/ML/HH	Update at next meeting
	Devise competition format to replace Ambition Championships for 2014	GB (via TCRJ SC)	31.08.14
	Review and make final decision on Head Guards for Development Champs	GB (via TCRJ SC)	31.08.14
	Make recommendation for delivery of 2014-15 season Female Box Cup, University Box Cup and review of BUCS Champs format	GB/MA/TG	Update at next meeting
	Review and recommend a format for the 2014 – 15 Elite finals/EB conference and AGM. To include options on TV coverage and broadcast.	MA via Board	Update at next meeting
	Arrange flights and accom for GB to attend AIBA congress in November	DB & MA	31.08.14
	Review existing contracts on current endorsements of third party products and exit strategies	DB & MA, Lawyer	Update at next meeting
	Liaise with SE to set up meeting with regarding SABA following LL paper.	MA	Asap at SE convenience
	Conduct formal review of digital strategy. To include website and CRM.	CH	Update at next meeting
	Conduct asset review	MA & TS	Update at next meeting
	Arrange roll out of logo and brand guidelines	MA & HMCL	By 30.09.14
	Review and report back on financial and budget profile against strategic review	MA,DB & FM	Update at next meeting
	Devise & recommend an EB process for membership clearance by AIBA	DB & Lawyer	By 30.09.14
	Devise & recommend EB process for general membership refusals	DB & Lawyer	By 30.09.14
	Provide report to Board on potential White Collar Boxing event scenarios.	DN	By 30.09.14
	Contact and meet operators of WCB.	CH,LL,MA	By 30.09.14
	Write back to Western Counties Secretary and update on above.	DB	31.08.14
	Circulate All Party Parliamentary Report on Boxing	MA	By 30.09.14
	Provide budget requirements to Audit Chair for consideration in half year figures (Oct to Mar)	All SC Chairs	By 07.09.14
7	Provide a report on the content/details of the proposed Non-Competitive Club Membership type and a recommendation to the Board re Officials Development/recruitment.	HH	By 30.09.14
	Supply report on wheelchair boxing for circulating to Board ahead of next meeting	ML	By 30.09.14
	Skills Bouts current guidelines be circulated to Directors for any additions	DB	By 07.09.14
	Contact S & RA for details and review requirements of Code of Governance for possible cascade down to regions for acceptance at that level.	DB	By 30.09.14

	Arrange 1 st meeting of SC	MB	By 30.09.14
8	Attend Sheffield HO to update Risk Model/review register	LL	By 30.09.14

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