



**ENGLAND BOXING LIMITED  
BOARD MEETING  
DATE: Monday, 3<sup>rd</sup> November 2014  
Venue: EIS, Coleridge Road, Sheffield, S9 5DA  
Time: 11.00pm**

<b>Item 1</b>	<p><b>Present</b></p> <p>Attendees:- C Hobbs (chairman) CH, H. Herbert (HH), D. Chapple (DC), G Brugnoli (GB), , L Leo (LL), D Newth (DN), F. McKelvie – FM, N Griffin (NG) (attended for presentation) M.Abberley (MA) -CEO &amp; Company Secretary D Barnard (DB) – Secretariat &amp; Operations Manager (DB) Paul Bickerton (PB) Sport England</p> <p><b>Apologies -</b> M Loosemore (ML), T Stemp (TS), M Byrne (MB), C Ward (CW)</p>
<b>Item 2</b>	<p><b>Declaration of Interests</b> LL – SABA, CH – BABA, GB- BABA,</p>
<b>Item 3</b>	<p><b>Minutes of last meeting, action points and matters arising</b></p> <ul style="list-style-type: none"> <li>• Minutes from August 2014 ratified</li> </ul> <p><b>Action Points &amp; Matter Arising</b></p> <p>All completed with the following identified;-</p> <ul style="list-style-type: none"> <li>• <b>Voluntary Code of Governance</b> - No response from ML @ SARA – ML may have moved on to UK Sport. DB to contact SARA for a new contact</li> <li>• <b>Medical Process</b> – Rolled out 01.10.14. Issues arising subsequent to implementation, relating to additional actions being added into current practices by some associations. NGB did not support additional actions. Additional actions have impacted on some boxers, whose medicals were apparently delayed/postponed, due to cards not being supplied/ready in time.</li> <li>• CH requested that meetings be scheduled to take place with Secretaries, as per agreement with previous Chair, <b>AP: CH to contact DB with potential dates to arrange</b></li> <li>• <b>Ambition event</b> - NAYBG to potentially replace Ambition event</li> <li>• <b>SABA</b> - SE had not met with EB but had provided a statement in lieu of meeting, see agenda point - Item 8</li> <li>• <b>BUCS, Female &amp; Elite Championships</b> – Meeting arranged for 11<sup>th</sup> November to complete outstanding requirements. 3 potential venues for Elites. <b>AP: Meeting Chair to report back to Board following meeting on 11.11.14</b></li> <li>• <b>Attendance at Congress</b>; All flights and accommodation booked for GB. <b>AP: GB to take advice from EB officials close to/knowning AIBA nominations and vote in accordance with recommendations</b></li> <li>• <b>Digital Strategy</b> – See agenda points – Item 6 &amp; 7</li> <li>• <b>Logo and Brand Guidelines</b> – Brand guidelines rec'd, to be approved for circulation with logo types</li> <li>• <b>AIBA eligibility process</b> – EB had devised own process in absence of an official AIBA one. AIBA had now provided a process. DB has written EB end process to deliver AIBA requirements. Needs approval of Board</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Membership refusals</b> – DB formalising process with Lawyer- appeal process being discussed. DB to provide to Board when completed <b>AP: DB to report back to Board when discussions with lawyer/appeal process formalised</b></li> <li>• <b>White Collar Boxing</b> – See agenda points</li> <li>• <b>Non-competitive club membership type</b> – awaiting information from Commercial SC to determine content to be offered.</li> <li>• <b>Officials recruitment</b> – see agenda point 6</li> <li>• <b>Wheelchair Boxing</b> – ML has met with designer and discussions are ongoing, will report back when completed. Brief discussion re disability boxing and GB raised an issue re a simulated event invitation from “Deaf Sport”. <b>AP: ML to report back to board on completion of discussions re wheelchair boxing</b> <b>AP: Deaf Sport initiation to be referred to ML/M Budden by DB.</b> <b>AP: PB to make arrangements for EB to meet with SE Disability team</b></li> <li>• <b>Skills Bouts</b> – See agenda point 8</li> <li>• <b>Risk register</b> –LL delayed attendance in Sheffield whilst undertaking a review of risk and EB assurance processes.</li> </ul>
<b>Item 4</b>	<p><b>Chairman’s Update</b> Reminder of email regarding meeting attendance. Due to increased workload re Strategic review, Board needs to discuss business more regularly and Chair requested that a telcon meeting take place monthly in addition to formal meetings. Tel con would be in same format as Board meetings with agenda points. Chair will provide a list of potential dates for consideration. SC’s to meet as normal. Directors should consider their ability to meet the requirements of the role in relation to their time available to attend the meeting/telcon requirements. Any Director with concerns should contact Chair to discuss.</p> <p><b>Agenda</b> Agenda would be expanded to include notes of decisions/approvals to be made, so that they come to meetings prepared for making those decisions.</p> <p><b>Communication</b> To members/clubs - Not good enough for various reasons – needs addressing Between Board/Directors – additional telcon may address this. Board will realign themselves at the meetings</p> <p><b>Budget</b> – the budget allows the sport to function effectively and deliver the strategic review</p> <p><b>Director resignation</b> – The Chair stated that a director had resigned to him, but has been asked to reconsider. A discussion took place regarding this. CH stated that the Director was a valuable member of the Board and has not yet resigned but that the position may change and if so the Board would be the first to know. A Director stated that the other Directors could have influenced this had they been informed and that they (the Director) would like more transparency.</p> <p><b>Commercial</b> – slightly frustrating in that we have to take a long term approach in the current set-up. There is much to be done to deliver a good commercial strategy. Chair asked FM to review the budget to see if EB could accommodate some costs for additional work to be undertaken in this area, within the budget. CH identified potential role in relation to events</p> <p><b>White Collar Boxing</b> – meeting with WCB operators did not take place. Some varying views received re WCB since last meeting held, identifying that there are various opposing views - LM (PR/Media) has written a paper for consideration by the Directors. GB explained re a reporter to whom he had given some statements and was awaiting publication of an article in respect of WCB. MA stated that WCB needs to be defined and that AIBA’s view should be taken on this, which GB could discuss further whilst at Congress.</p>

GB raised a case currently identified where an official had taken part in a WCB event and that AIBA had removed the official from international duty and requested EB to address the issue. A brief discussion resulted in GB being asked to raise the issue to GV as a complaint to be reviewed under Code of Conduct as actions were potentially bringing the sport into disrepute.

**AP: GB to gather info/viewpoints from members at Congress to shed light on AIBA stance on status of WCB**

**AP: GB to raise official's case with EB Compliance Manager (GV) to review under breach of Code of Conduct**

**AIBA Eligibility cases** – DB has 6 outstanding cases with no response from AIBA as yet, regarding eligibility to join EB due to past combat/WCB experience. Board agreed that non-WCB cases should be notified as approved to AIBA. WCB cases to stay pending until feedback from GB following Congress

**AP: DB to notify AIBA of acceptance of the non-WCB eligibility cases.**

**All Party Parliamentary report** – Chair has not been successful in contacting the relevant MP and asked PB if SE could assist? PB confirmed that there was a Public Affairs team who may be able to assist

**President Role** – Chair updated Board

**Chair Meetings** – Chair has 2 corporate meetings in next 2 weeks;-

One requires an update from CEO (on event with Nottingham Club and another is a commercial interest

Any Director with useful info on either, should contact Chair to discuss

**Executive Session** – Chair informed Board that a short Exec session would take place at the end of each meeting, in the absence of CEO and Operations Manager, who would be invited in at end of meeting to discuss feedback/issues raised.

### **Sport England Update**

PB (SE) gave a short update on SE's perceived progress of EB, which included 3 areas to update - Governance, Challenges & Political Climate

### **Governance**

- Significant progress made and SE has a very different view of the Board and EB since the 2013 EGM.
- INED recruitment completed - good balance on board and a strong board in place, on paper.
- EB is moving towards more professional working practices
- Important to move on Strategic review, which gives a good overview of the sport and a sense of the NGB as a whole.
- Payment process from SE has changed recently from monthly in arrears to quarterly in advance – a significant move on SE's behalf and a good milestone for the NGB.

### **Challenges**

- EB are "late coming to the party" in that other sports were already delivering outcomes and boxing has some catching up to do.
- Some work to do in delivering the strategy and it is critical that execution of the key strategies are delivered (Box, CRM, Club Sustainability etc)
- IT/CRM is critical to EB as it enables it to get closer to its members
- EB's income is heavily reliant on SE, with the associated risks of that, and work needs to be done in looking at other income streams
- Board should think carefully about what they choose to do and stay focussed on specific, successful outcomes in selected areas as opposed to trying to delivery on too many areas and not doing so successfully. Some sports have failed using that strategy.
- SE believes EB is on the right direction and want to help the NGB on that path.

## Political Climate

The Sport England representative discussed sport in the current political climate, making the following points

- Austerity measures likely to continue to General election, funding to sport has to be justified even more than before
- Spend is aimed more at wider agenda and Boxing is in a good position in this, re social cohesions, youth unemployment etc
- Funding Impact - 2017-21 is likely to be more competitive, with more sports bidding for a smaller share and putting more pressure on NGB's re the political agenda going forward.
- Likely to be a tighter squeeze on funding
- EB should market itself, showing alignment to the wider agenda and the sport should shout about that as it has a lot to sell in relation to the role that its clubs play in the community and the demographic that the sport reaches
- EB must execute the agreed projects and outcomes over the next year
- SE is looking at EB's deliverables against the Boxing Review outcome – ie Box, Club Sustainability
- Going forward, a significant number of Boxing's members (68%) are in clubs and the NGB strategy should focus around clubs
- Future funding strategy – where an NGB struggles to affect/impact the sport their money may be removed and used to deliver directly to clubs etc to have the desired impact.
- EB's risk – 68% of members are in clubs, which lowers some risk to the NGB funding, but Talent and Development needs to come back to the NGB, which should be the vehicle which controls the sport. One risk is being heavily funded by SE as that makes the sport vulnerable/susceptible to government changes

The Chair reiterated that SE's view of success is the delivery of outcomes that relate back to the Strategic Review.

## Item 5

### Board Administration

**Scheme of Delegation** – DB explained that this was reviewed every year. This year, any changes were minor (none required for over £10k) but she requested her own limit to be increased. The auditors had highlighted that any limits should include VAT and that this, in conjunction with the increasing costs meant that more invoices were creeping over her current limit and required authorising by the CEO, which affected efficiency when he is out of the office on a regular basis. DB requested that her limit be increased including VAT, which should enable her to authorise the day to day costs/invoices in relation to Core expenditure and related project/EB spend under the approved budgets.

#### **Proposed 2014-15 Scheme Approved**

#### **Conflict of Interest**

All Directors were asked to complete the annual, written declaration regarding their potential Conflict of Interests

#### **Introducer 2014-15 status**

A discussion took place regarding the offer of Introducer status with Bluefin and associated commission. There is currently one year left to run on the 4 year review. The discussion identified that the Board did not want to be restricted to using only Bluefin and therefore declined the Introducer status.

**AP: DB to reject Introducer status and inform supplier.**

#### **Directors Term of Office**

DB informed the Chair that traditionally EB (ABA) had drawn lots to determine the length of service of Directors to ensure that Directors retired by rotation and not all at the end of the 4 year point. INEDs were appointed for a 2 year term (with a 1 year term if requested by the Director) and, given differing recruitment dates there would be a spread of retirements in that group.

DB asked if a decision could be made on how the Board wanted to achieve a staggered rate of

	<p>retirement. It was agreed that at the next meeting a strategy for retirement would be determined, based on length of strategic projects/work being undertaken by the relevant Directors. DN stated that he would be happy to be considered for retirement at a 2 year service point.</p> <p><b>AP: Retirement rota to be determined and agreed at December meeting</b></p> <p><b>Board Evaluation</b>  DB informed the Board that there was a requirement for the Board to review it's performance on an annual basis, although a review had not been done in the last 2 years, given the change of Board/Directors during that period. The current Board was approaching their 1 year in office (22<sup>nd</sup> November) and their annual review should be undertaken in December. PB stated that SE had resources to assist NGB's in completing this requirements and it was agreed that the Board would be pleased to work with SE to deliver the annual review.</p> <p><b>AP: MA to request assistance with annual Board evaluation/review</b></p>
<p><b>Item 6</b></p>	<p><b>Finance</b></p> <p>A presentation was given by FM detailing the outcome of the Audit Committee review and production of the 6 month budget (see back papers for presentation).</p> <p>FM spoke re CRM and potential consultation to determine requirements. Costs were discussed and a suggestion was made with regards to who would deliver the consultation. Funding had been identified to cover this.</p> <p>FM to consider additional request from CH re Commercial work. TS to put a business plan together re Chair's requirements and provide to FM for consideration by SC.</p> <p>MA referred to current strategic plan and amounts available to spend by Chairs of each SC for the delivery of requirements. Discussion took place as to the projects that needed to be undertaken, with the resulting agreement that MA would speak to each SC Chair individually and notify the Audit SC of the individual SC financial requirements. Audit SC would then re-review budget to accommodate additional spending requirements of HR, Legal and Compliance SC</p> <p><b>Presented Recommendations approved</b>  <b>AP: Audit SC to review budget re request from Chair on receipt of business plan from Commercial SC</b>  <b>AP: MA to speak to SC Chairs and feedback to Audit SC any spend impacting on budget, for consideration.</b></p> <p><b>Insurance Review</b>  DB distributed figures for renewal of current policies.  MA explained advice from insurer re D &amp; O policy. Premium will increase for additional liability.</p> <p>DB explained increase in Personal Accident premium, this being due to one claim taking the claim limit over the agreed percentage for the premium paid, triggering a premium review</p> <p>Insurers also advised that EB consider a Cyber policy. EB is currently awaiting a quotation and policy details for the cover and will refer back to Board on receipt, for review/discussion.</p> <p><b>Renewal costs approved</b>  <b>AP: MA to revert back to board on receipt of Cyber policy details/costs</b></p>
<p><b>Item 7</b></p>	<p><b>Strategic Review Action Plan</b></p> <p><b>CRM approach/consultation process</b>  See Item 6 (Finance)</p> <p><b>Subcommittee workplans/agendas</b>  See Item 6 (Finance) re MA speaking to Chair of each SC</p> <p><b>Capacity review of Officials/R &amp; J's</b></p>

	<p>See Item 6 (Finance) – re funding available and item 8 (Reports to the Board)</p> <p><b>Approach to White Collar Boxing</b> See Item 4 – Chairman’s update</p> <p><b>Endorsement of External Products</b> Not discussed – business to be carried forward</p>
Item 8	<p><b>Reports to the Board</b></p> <p><b>Child Protection and Anti-doping work</b> Finance approved in section 6 to carry out work as previously submitted/approved</p> <p><b>Club and Membership Development</b> HH proposed the recommendations shown in the previously circulated documents (see back papers for minutes from meeting showing details of proposals;-</p> <p><b>Video/SKYPE Conferencing</b> <b>AP: HH to work with DB to identify requirements/potential for this</b></p> <p><b>National Curriculum Courses</b> HH noted that this would encourage exposure to and could bring younger volunteers into the sport. <b>Agreement in principle to explore further.</b></p> <p><b>NABGC</b> Approved to accept as member, with view to NABGC working with Championship Committee to design event and fit into Championship Calendar. Financial burden will fall to NABGC to stage event. <b>Approved</b></p> <p><b>Development of Young Officials</b> HH highlighted this proposal to the board <b>Approved in principle to explore between the T &amp; R and Development SC’s</b></p> <p><b>SABA</b> LL asked what the current status was re SABA as EB were to meet with SE and that has not happened.</p> <p>MA stated that SE had provided a statement in lieu of a meeting. The statement had not been circulated prior to the meeting but DB had brought copies for the Directors. The statement indicated that EB needs to work with SABA re delivery in schools around the Government &amp; SE policy of non-contact delivery of boxing and that there were 3 areas to be considered by the Board;-</p> <ul style="list-style-type: none"> <li>• DCMS and SE required boxing delivery in Schools to be non-contact</li> <li>• The Board should consider the view of its members and other suppliers re current endorsed products/delivery of the SABA offering</li> <li>• The Board should consider how SABA products may align or conflict with existing England Boxing offers to the same market place (e.g. Box and Junior Boxing Organisers)</li> </ul> <p>A discussion took place and the following proposal was put to the Board by the Chair;- That the Chair contacts the Chair of SE to confirm that he is to put the affiliation of SABA to the Board and requests SE’s formal response to that suggestion. <b>Proposal accepted &amp; seconded</b> <b>AP: CH to approach SE with proposal</b></p> <p>DC suggested that SABA level 1 and level 2 could be offered to schools.</p> <p><b>Coaching &amp; Performance</b> DC summarised the split in workload as identified in his previous email and referred to the documents</p>

provided ahead of the meeting. He stated that the level 1 course had already been worked on previously and required only "tweaking" to update it. The workplan presented in the documents linked into the Strategy Plan. NG had a presentation to deliver re the modernisation process for coaching.

A discussion took place in which the following was raised:-

- how the standard of delivery in coaching would be policed.
- Enabling coach tutors in each Association and a workforce development
- Financial impact re coaching income

CH stated that the Board should see what is in the presentation and then raise any issues.

NG gave presentation to the Board. He stated at the end of the presentation that the content was intended as a basis for discussion by the Board. CH asked the directors to consider the content of the presentation, for further discussion at the next meeting in December.

FM stated that she would need a summary of estimated/potential costs over the next 3 years from NG, plus a business plan specifically for 2014-15. This would be needed one week before the meeting on 2<sup>nd</sup> Dec (by 25<sup>th</sup> Nov latest). She asked for cost/benefit analysis to be included in any requests to the Audit Subcommittee and that NG includes the financial impact mentioned. MA informed NG that he and RT could assist in this. FM also asked if a template could be drawn up for individuals to send in future Finance/ business plans

**AP: NG to supply business plan for 2014-15 Coaching proposal**

**AP: NG to supply 3 year financial forecast/estimate for coaching programme**

DC requested that the wording be England talent.

**AP: NG to change to EB talent in presentation**

CH stated that he and the Directors should meet with SE again before the end of the year

### **HR, Compliance & Legal**

LL raised two issues and asked about the ongoing status of two cases which, he indicated, the NGB appeared unable to intervene in, due to the disciplinary rules not permitting this.

#### **Case 1**

LL stated that an individual had been in contact with him several times and stated that they were now in contact with the Information Commissioners Office and that EB had refused to provide information to them

DB stated that this case was not a disciplinary case, but a refused membership case which had been reported on at the last meeting and she was unaware and unsure why LL had become involved in the case. The NGB was already dealing with this as the Directors had agreed at the last meeting that the EB lawyer would provide responses on this case and that this was currently being dealt with in line with that decision. DB explained that no one should be corresponding with any individual in relation to this case except via the EB lawyer.

LL stated that the issue appeared to have been ongoing for a significant time, but DB explained that this was not the case, that the membership of the individual concerned had only been refused during July, raised with the Board in August and that EB's lawyer had been providing responses to the individual's solicitor, during the intervening time, as per the agreement at the previous Board meeting. At the current time EB were still awaiting a reply based on the lawyer's last provided response in relation to a request for further information..

MA explained that the person corresponding with LL was not a party to the case and that no authority had been provided for that person to act as agent on the individuals behalf, therefore EB should not be corresponding with that individual on this matter and this had been notified to the person concerned.

**AP: DB requested that LL provide all correspondence to date to DB, for forwarding to EB's lawyer, to enable it to be taken into consideration.**

**Case 2**

LL stated that this was an ongoing, long standing case and was potentially raising a risk for Directors in the fact that it was not yet resolved.

MA explained that this case was also currently being overseen by the EB lawyer and the Compliance Manager, re its timescale. The Association concerned had been asked to hand over the case but had refused and the lawyer was in the process of writing back to them to indicate that, given that response, any subsequent liability would lay with the association and not the NGB, in order to protect EB's position. GV would keep the SC/Board updated on this case.

**Technical Rules, Championship and R & J SC**

GB requested approval of 4 recommendations (see report in back papers):-

**Recommendation 1 – Tape Guidelines - Approved –**

DB to re-circulate the issue about tape adding the additional information about boxers dress.

**Recommendation 2 – Rolling 12 month medicals - Approved -** medicals were currently on a rolling 12 months basis. ML (Medical SC) had also recently spoken to DB on the issue and confirmed that a rolling basis was acceptable.

**Recommendation 3 - Female Championships –** Discussed and to be taken into account at Championship meeting on 11<sup>th</sup> November.

**Recommendation 4 – Skills bouts/Shows – Approved**

**AP: DB to circulate information to Secretaries this week, subject to following changes. Skills Tournament to read Skills Show, change permit/ticket fee to “Permit can be issued free of charge. Maximum ticket fee £5**

**WSB**

MA informed the Board that GB Boxing were investigating a WSB franchise, potentially support with stakeholder funding and were seeking approval from the Home Nations on this issue.

AIBA's view of EB seemed to be that we were not committed to APB/WSB, although in reality we are.

MA asked the Directors if EB would state their support for GB Boxing's position and if so, he would write to them providing the Boards view.

**All supported GB Boxing's position**

**AP: MA to write to GB Boxing informing them of the EB Board's support in the WSB matter.**

**The following business was not conducted, due to lack of time and carried forward to the next meeting:-**

- Ratify outstanding Subcommittee Members
- Subcommittee Terms of Office
- Approve a programme of audits for Regional Associations

**Item 9****Risk Register**

This business was not conducted and will be carried forward to the December meeting



