



**ENGLAND BOXING LIMITED BOARD MEETING**  
**DATE: Tuesday 5<sup>th</sup> December 2017**  
**The RE Hotel Shoreditch, London,**  
**Time: 10:00 – 15.45**

<b>Item 1</b>	<p><b>Present:</b></p> <p>1.1 Caspar Hobbs – Chair – (CH), Gerry Willmott (GW), Hilary Lissenden (HL), Lawrence Selby (LS), Alkit Patel (AP), Gio Brugnoli (GB), Liz Norris (LN),</p> <p>Gethin Jenkins - CEO – (GJ)</p> <p>Lynette Mayo – Secretary</p> <p>Tony Bilbie – Head of Finance</p> <p>1.2 <b>Apologies:</b> Darren Chapple (DC), Mickey Norford (MN), Mike Loosemore (ML), Tove Okunniwa (TO) and Philip Beard (PB)</p>	<p>I = Info  D= Decision  A= Action</p>
<b>Item 2</b>	<p><b>Declaration of Interests:</b></p> <p>2.1 Caspar Hobbs – GB, Lawrence Selby – Chair of disciplinary panel for British Canoeing and British Jujitsu, Gio Brugnoli – G.B., AIBA Executive</p>	
<b>Item 3</b>	<p><b>Minutes of Last meeting:</b></p> <p>3.1 Minutes reviewed, considered and approved.</p> <p>3.2 The following matters were raised that were not covered elsewhere in the agenda.</p> <p>3.3 The Board acknowledged and thanked the Technical and Rules Subcommittee for the considerable amount of time and effort put into the first draft of the England Boxing Rule Book, which is aimed to be published in the first week of January 2018.</p> <p>3.4 It was asked that the new subcommittee recommendation structure and timeline be adhered to wherever possible, to ensure that recommendations and reports were forwarded in the appropriate time for them to be reviewed and considered by the Board and thus aid decision making.</p> <p>3.5 It was agreed that there needs to be a clear distinction of Terms of Reference for the differences between the Technical and Rules and Competitions Subcommittees. GJ, GB and MN to work on this together.</p> <p>3.6 It was agreed that GB and LM were to the discuss the ruling concerning a lost BCR1 before a communication be presented to the membership.</p>	<p>A</p> <p>A</p>

<p><b>Item 4</b></p>	<p><b>Re-election of Directors:</b></p> <p>4.1 It was reported that Mike Loosemore’s four-year term had come to an end in September. He had expressed his desire to commit to another four-year term on the Board.</p> <p>4.2 After a short discussion a vote took place</p> <p>4.3 ML was re-elected to the Board for a further term of four years.</p>	<p>D</p>
<p><b>Item 5</b></p>	<p><b>CH gave an overview of his report which included the following items:</b></p> <p>5.1 CH overviewed the recent AGM and the changes to the articles of association and main discussion points raised.</p> <p>5.2 CH updated the Board on the current situation with AIBA. There is to be an EB Board meeting on the 22<sup>nd</sup> January before the AIBA congress that week, to ensure that full consideration be given to any items on the agenda.</p> <p>5.3 A discussion was held regarding the October Board meeting to allow professional boxers to return to EB providing they have had 6 or less bouts. The issue concerned allowing professional boxers to compete at the Olympics regardless of the number of bouts. After a long debate no change to the current position was decided.</p> <p>5.4 After discussion on the relationship between EB and GB Boxing, it was agreed that the EB Board agenda would be forward to the GB Chairman ahead of the Board meetings, for review and any comments on any items which may need GB input or impact them directly.</p>	<p>D</p> <p>D</p>
<p><b>Item 6</b></p>	<p><b>CEO Report:</b></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>6.1 GJ gave an update on the liaison structure for EB at Sport England.</p> <p>6.2 <b>Code of Governance:</b> The Code of Governance work has now been submitted to Sport England. Queries have been received on the submission which have been answered. There is a plan to put on an unconscious bias workshop for Board and Senior staff and the full-time coaches. It was also agreed the Directors should attend training at the Institute of Directors.</p> <p>6.3 <b>Strategy:</b> It was reported that a simplified strategy document is currently being worked on, following an outline of the strategy being detailed in the Annual report. It was stressed that it was key to link the budget to the strategy and activities intended to be delivered. This will then help demonstrate to SE and the membership that EB are turning words in to actions. The nominated members of staff should be linking with the respective chairs of the subcommittee to ensure this is considered in the budgeting process.</p> <p>6.4 <b>Staffing/Office:</b> The implementation of the new staffing structure and organisation of the office continues.</p> <p>Interviews continue to appoint a new Head of Boxing Development with a decision to be reached by the end of the year.</p> <p>Club Support Officers recruitment continues.</p>	

	<p>David Thorley has also been confirmed onto the EUBC Competition commission</p> <p>6.5 <b>Sport Relief:</b> Discussions with Sport Relief and England Boxing regarding a potential event are continuing</p> <p>6.6 <b>England Boxing Offices:</b> It was reported that a review of the England boxing offices was being made and the costs being benchmarked. It is hoped a further report would be made available by the January meeting.</p> <p>6.7 <b>Development Champs:</b> The championships took place without incident. A meeting has taken place with relevant police liaison officers to prepare for the 2018 events.</p> <p>6.8 <b>AGM:</b> The AGM has now been held, with disappointing numbers. The passing of the quorum motion, now means that future AGMs no longer need to be carried over to a second week.</p> <p>6.10 <b>Recommendation:</b> Due to a clash in the calendar between the EUBC Schools European Championships and EB Schools Championships, it was agreed that the 2017 Category A finalists are invited to an assessment day and an additional assessment day is created for any other boxer who wished to be assessed for the European Championships.</p> <p>6.11 <b>Match Maker:</b> The programme has started to be rolled out in Yorkshire and which sees the process being tested from instigation through to completion of a bout.</p> <p>LM to arrange for the Boxing Directors to have access to the test site to review the whole process.</p> <p><b>Medical Database:</b> Contracts passed by the Board, LM to arrange signing of contracts. The below are minutes from the lawyer used to draft the contracts:</p> <p><b>1. BUSINESS</b></p> <p>1.1 The execution and delivery of certain documents by the England Boxing of certain documents relating to the following arrangements:</p> <ul style="list-style-type: none"> <li>(a) Software-As-A-Service Agreement between England Boxing and 4 Global Consulting Limited, relating to the supply of services by 4G namely the online platform known as "The Vault" (<b>SAAS Agreement</b>);</li> <li>(b) Software Supply and Services Agreement between England Boxing and My Next Match Limited, relating to the supply of services by MnM, namely the digital medical card solution (<b>Software Agreement</b>);</li> <li>(c) Data Licence between England Boxing, MNM and 4G, relating to the sharing and transfer of personal data between the parties to enable the provision of services relating to the Software Agreement (<b>Data Licence</b>).</li> </ul> <p>1.2 Final drafts of the SAAS Agreement, Software Agreement and Data Licence were produced for approval (the <b>Documents</b>).</p>	<p>D</p> <p>A</p> <p>A</p>
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**2. DECLARATION OF INTERESTS**

2.1 In accordance with the requirements of section 177 of the Companies Act 2006 and the Company's articles of association, the following directors declared the nature and extent of their interest in the proposed arrangements.

**3. DOCUMENTS**

3.1 The terms of the Documents were carefully considered, and **IT WAS RESOLVED** that:

- (a) the Documents were in England Boxing's commercial interests and would promote the success of England Boxing;
- (b) the terms of the Documents be and are hereby approved by England Boxing;
- (c) England Boxing enter into the Documents and execute them accordingly;
- (d) that the following directors of England Boxing be authorised to execute the Documents on behalf of England Boxing, with any amendments that such officers in their absolute discretion think fit (such amendments being deemed to be hereby conclusively approved by the director's execution of the relevant document):
  - 1. Lawrence Selby; and
  - 2. Alkit Patel
- (e) any director of England Boxing (or, in the case of any document requiring execution as a deed, any two directors or any director in the presence of a witness) be authorised on behalf of England Boxing to execute and do all such acts, things, deeds, documents, certificates, and notices as he may consider necessary or expedient in connection with the completion, execution or performance (as the case may be) by England Boxing of the Documents or any other agreement or document in connection therewith.

**Development Department update:** The "Power to Change" major investment application for a club in St Helens and Wildcard, was not successful. However, they have been invited to re-apply next year. It was agreed that a review of the grant application and feedback should be sought.

The Anfield Knife Crime project is becoming a much larger entity with a "Liverpool Against Gangs" campaign. EB, through its community department, are currently helping to source funding.

There has been a meeting with the Chair of the APPG, Chris Evans, to discuss the potential of new research and boxing club's contribution to local communities.

<p><b>Item 7</b></p>	<p><b>Finance update:</b></p> <p>An overview of the finance report was given with the following items discussed;</p> <p>7.1 It was advised that the affiliations for both clubs and members were ahead of schedule. Which puts EB in a good place for achieving higher numbers than the 2016/17 season.</p> <p>7.2 With the appointment of a new Head of Finance the management accounts template has been reviewed and a comprehensive financial reporting structure will be available for future Board meetings.</p> <p>7.3 It was agreed that the legal fees section of the report should be broken down further, to enable ease of review for future meetings.</p>	
<p><b>Item 8</b></p>	<p><b>Recommendation from the Sub Committee Meetings:</b></p> <p><b>8.1 HR Legal and Compliance sub-committee recommends the following;</b></p> <p>The drafted handbook has been reviewed and discussed in full.</p> <p>Recommendation: The handbook, is reviewed by lawyers and has specialist review before any circulation to the membership.</p> <p><b>It was agreed that the handbook should be converted to a rulebook with further sections added a later date. GJ will now narrow down the rulebook to contain only rules, then circulate back to the HR, Legal and Compliance subcommittee to review again before, circulation to the technical working party.</b></p> <p>Recommendation: In order to maintain an independent disciplinary/complaints process, it was stressed that Directors must not get involved in disciplinary cases, all queries and correspondence must be referred to the National Compliance manager.</p> <p><b>Agreed. Training case studies should be supplied to the Board to enable them to manage effectively passing on complaints rather than commenting or being further involved.</b></p> <p><b>8.2 R and J Technical and Rules</b></p> <p>Consideration of the age in which a referee or judge can begin to referee/judge needs to be made. It was agreed that the HR, Legal and Compliance subcommittee would review and feedback to the R and J, Technical and Rules subcommittee, to enable a recommendation to be brought to the Board.</p> <p>HR, Legal and Compliance should discuss and consider all implications, whether England Boxing Officials are able to officiate at unlicensed events. Feedback should be given to the R and J, Technical and Rules subcommittee to enable a recommendation to be brought to the Board.</p> <p><b>8.3 Audit Sub Committee</b></p> <p>No recommendations.</p> <p>It was acknowledged that the subcommittee would carry out the action points from the meeting November meeting.</p>	<p>A</p> <p>D</p> <p>A</p> <p>A</p>

	<p><b>8.4 Clubs, Membership and Development</b></p> <p>No meeting taken place.</p> <p><b>8.5 Coaching</b></p> <p>No meeting had taken place</p> <p>It was agreed that the coaching subcommittee could review the coaching aspects of the rule book once the amendments had been made.</p> <p><b>8.6 Championships</b></p> <p>No minutes available</p> <p><b>8.7 Medical</b></p> <p>No recommendations</p> <p><b>8.8 Office update</b></p> <p>The membership figures currently stand at;</p> <p>Clubs: 837 Members: 13,415</p> <p>These numbers are ahead of the same period last year. Work is being done by the membership team to engage with grassroots boxing further, by attending club shows and development of key membership areas.</p> <p>The FBT and the OPRO relationships are moving forward with value added member offers being put in place via The Vault.</p> <p>The online DBS system is working well, and a further development to allow a quicker DBS check will be released to the membership in the next few weeks. Currently the number of DBS's being processed annually through EB is circa 2000.</p> <p>The hotel chain relationships are moving forward with specific best available rates being sought for members. It was agreed that other sporting bodies would be engaged to review what relationships and specific deals they have with other hotel chains.</p> <p>The General Data Protection Regulations (GDPR) come in to place in the UK from 25 May 2018. There it was stressed also implications for the regions and clubs. Work has started on ensuring EB is compliant before the deadline. It was agreed that AP would forward any GDPR documents available to review.</p>	
<p><b>Item 9</b></p>	<p><b>Risk Register:</b></p> <p>9.1 A review of the risk register was discussed.</p> <p>9.2 It was noted that sub committees that subcommittees must feed in to the Risk Register ahead of the next Board meeting.</p> <p>9.3 Professional Fees should be added to the Risk Register to enable EB to monitor this closely.</p> <p>9.4 A review of GB coaches qualifications, registration and safeguarding should be completed.</p>	<p>A</p> <p>A</p> <p>A</p>

<p><b>Item 10</b></p>	<p><b>Survey review:</b></p> <p>With the EB membership survey now complete a review has taken place with specific recommendations provided as part of the outcome. These recommendations and current work which has started from the recommendations, are as follows;</p> <p>10.1 Continued improvements to The Vault – development has started on The Vault to add value to the membership experience, these developments include, matchmaker, The Knowledge Base and medical modules.</p> <p>10.2 Provide clear Member benefits - Kit offers have started being made available to members and clubs, hotel chain discounts have started to be explored and a specific club insurance platform is being developed to assist clubs in all aspects of insurance.</p> <p>10.3 Consult further through qualitative research, with recreational boxers – Further consideration needs to be investigated in how to engage with recreational members.</p> <p>10.4 Focus on Coaches and Officials need to be considered – When the Head of Boxing Developments is assigned the following key areas will be reviewed;</p> <ul style="list-style-type: none"> <li>• Education course (increase the number of courses and higher level of courses)</li> <li>• Opportunities to progress</li> <li>• Recruitment campaigns and programmes for officials</li> </ul> <p>10.5 Ensure competition opportunities exist – The Competitions Manager should review competitions for all weights, ages, genders and levels of ability.</p> <p>10.6 Support recreational boxers in their customer experience – Support to be given to clubs with offers, such as tickets to events, discounts on training items hotel offers and encourage clubs to increase the amount of interaction with coaches received.</p> <p>It was agreed that a summary of the survey, recommendations and action plan should be communicated to the membership early 2018.</p> <p>It was reported that a staff survey and no members survey was also required. In going forward these surveys would need to be conducted annually.</p>	<p>A</p> <p>A</p>
<p><b>Item 11</b></p>	<p><b>Talent Pathway Update:</b></p> <p>10.1 After a review of the report, the Board acknowledged the excellent results for 2017 and they wanted to pass on their congratulations to the whole team.</p> <p>10.2 It was agreed that the media channels should be better utilised to report the success of the England team. Now that the new Communications Manager is in place, work can be done to communicate successes, on a regular basis.</p>	

<p><b>Item 12</b></p>	<p><b>Commonwealth Games:</b></p> <p>GJ updated the Board on the Commonwealth Games progression and the following items were discussed;</p> <p>12.1 The athlete application process is now on the EB website. The application allows other EB boxers outside of those currently with the GB podium system, to apply for selection.</p> <p>12.2 The selection of athletes needs to be scheduled, CH to supply availability to DC to arrange.</p>	<p>A</p>
<p><b>Item 13</b></p>	<p><b>AOB:</b></p> <p>13.1 The regional registrar and secretary honorarium payments were discussed and agreed. A review will take place ahead of the new financial year on the payment process moving forward.</p> <p>13.2 It was agreed that a meeting would be held with the NABGC's to review the competition with them for next season, in order to learn lessons from this year's competition.</p> <p>13.3 The current AIBA ruling regarding facial hair was discussed. It was agreed that after consulting with ML, EB would write to AIBA seeking a review of the current rule.</p> <p>13.4 It was agreed after a query on the per diem agreed in the October Board meeting, that the International definition for payment would be reviewed, to clarify whether this included tournaments taking place in Scotland and Wales and Three Nations Competitions.</p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p>
<p><b>Item 13</b></p>	<p><b>Future meeting dates</b></p> <p>Monday 22<sup>nd</sup> January 2018</p> <p>Further dates for the Board meeting in 2018 have been sent via a Doodle poll.</p>	