



**England Boxing Ltd Board Meeting
By Zoom Call
Date: Tuesday 1st September 2020
Time: 10:30am – 1.30pm**

Item 1	<p>Present:</p> <p>1.1 Caspar Hobbs (CH) Chair, Alkit Patel (AP), Gerry Wilmot (GW), Lawrence Selby (LS), Darren Chapple (DC), Liz Norris (LN), Felicity Bernard (FB), Micky Norford (MN), Mehul Kapadia (MK), Hilary Lissenden (HL), Gio Brugnoli (GB).</p> <p>Gethin Jenkins - CEO – (GJ) Eric Lee – Head of Finance for Agenda Item 6. Dan Clapham - Sedulo Independent Auditor for Agenda Item 6. Dan Wilson - Sedulo Independent Auditor for Agenda Item 6. Bevis Allen - Club Support Officer for Agenda Item 11.</p> <p>1.2 Apologies: Mike Loosemore.</p>	<p>I = Info D= Decision A= Action</p>
Item 2	<p>Declaration of Interests:</p> <p>2.1 Caspar Hobbs – GB Boxing, Micky Norford – EUBC. Darren Chapple - Commonwealth Games / EUBC. Lawrence Selby - British Jujitsu.</p>	
Item 3	<p>Minutes of Last meeting:</p> <p>3.1 Minutes of the Board meeting held on 2nd June were reviewed, considered and approved by the Board.</p> <p>3.2 It was also formerly noted the decision by email of the Board, to cancel the rescheduled national championships, together with waiving the Club Membership fee for the 2021 / 22 season.</p> <p>Matters arising:</p> <p>3.3 Governance code compliance – Makeup of the Board. It was reported that the Chair was in discussion with a suitable candidate to be co-opted onto the Board who would in turn also provide help with one of the key strategic aims.</p> <p>3.4 It was also confirmed that discussions were on going with a suitably experienced candidate to be an independent trustee of the proposed England Boxing Foundation.</p>	
Item 4	<p>Chairman’s Report:</p> <p>4.1 The Chair gave an overview of his report to the Board. From it, the Chair highlighted the level of communication and the work that has gone in supporting the membership during the Pandemic.</p> <p>4.2 Further recognition was made into the work undertaken on behalf of Sport England to distribute the Tackling Inequalities Fund.</p>	

	<p>4.5 It was highlighted that there was a need for a safeguarding lead amongst the directors.</p> <p>4.6 The review of the organisation’s strategy was also raised. It was agreed to review this in more detail at the Board meeting in December.</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 that were not covered elsewhere in the meeting.</p> <p>5.1 An extensive discussion took place on the COVID -19 pandemic and the affect it was having on the membership. It was reported that Clubs had been allowed to open since 25th July, but the capacity allowed into the Clubs and the activity permitted remained limited. It was also highlighted that previous financial support from the Government etc had only been planned for a few months and we were now six months into the crisis.</p> <p>To try and address the restrictions, England Boxing had written directly and via the recently established Combat Sports Group to DCMS, in order to lobby to have the restrictions eased. It was explained that the application had to go to Public Health England, Cabinet Office and Number 10 (the triple lock) and the process had been slow. It was further highlighted that each stage in the return to full boxing – and there could be four stages – would have to be evaluated before moving onto the next stage and this could take time. It was also highlighted the threat the clubs we are facing with a drift to unregulated clubs and with it the potential safety implications for the boxers.</p> <p>It was stressed that the plan was to continue to provide updates and also highlighting mental health support which continues to be a significant and growing issue.</p> <p>5.2 Tackling Inequalities Fund: It was confirmed that England Boxings distribution of the Tackling Inequalities Fund had seen just under £150,000 distributed to circa 60 clubs across the country. A request for further funding had also been made.</p> <p>5.3 AIBA Reform: It was reported that confirmation about whether the AIBA Congress scheduled for December was awaited.</p> <p>5.4 EUBC: The European Boxing Federation had indicated its desire for the European Under 22, Youths and Junior Championships to go ahead in November and December. It was explained that it was felt that it was difficult to see how these could progress, given the restrictions, with a full compliment of teams.</p> <p>It was also highlighted that for at least two of the countries being proposed as hosts were currently on the quarantine list and that could mean boxers in the age grade categories facing at least four weeks away from school / education. A further update will be provided at the next meeting.</p> <p>5.5 Staffing / Office: Head of Talent position. It was confirmed that the first round of interviews for the position had taken place. Further interviews were currently on hold due to the corona virus.</p> <p>5.6 It was confirmed that the office would remain closed unless for operational need until at least 1st October. It was also explained that alternate offices within the EIS were being considered.</p> <p>5.7 Talent: It was confirmed that a second meeting with the CEOs of EB, GB Boxing and representatives of Sport England and UK Sport regarding the talent pathway had taken place. It was confirmed that progress was being made and the emphasis was providing extra provision for senior boxers including S&C, Nutrition, Physiotherapy and additional training and competition both internationally and locally.</p>	

	<p>5.8 Work Force Development Project. It was noted that the hard copy of the report had been completed and was being distributed including to relevant MPs.</p> <p>5.9 It was confirmed that the soft roll out of the medical module would happen at the beginning of September with TTW and Western counties having agreed to be the first two regions to implement it. If successful it would then be rolled out to other regions.</p> <p>5.10 It was confirmed that the annual review with Sport England had taken place with targets met despite the COVID-19 pandemic. During the meeting it was highlighted the progress made over the cycle and elevation to Trusted Partner Status.</p>	
<p>Item 6</p>	<p>Finance update:</p> <p>6.1 Audit: Representatives from accountants Sedulo; Dan Clapham and Dan Wilson presented and took questions from the Board regarding the end of year accounts. It was confirmed that turnover had increased, with the corresponding increase in expenditure in line with the aims of a not for profit company. A small pre-tax profit was recorded. The four observations were noted by the Board, including the request to look at how the ticketing was managed at tournaments.</p> <p>It was also noted that as a result of the pandemic it had been confirmed that Sport England had confirmed an additional years funding in order to help support the ongoing business operations and help with cash flow. This applied to all NGBs.</p> <p>The auditors noted the increased stability of the organisation and the way the finance function was now being administered.</p> <p>Recommendation: Agreed that the accounts be confirmed ready for signature at the next Board meeting.</p> <p>6.2 Management Accounts: An update and commentary was provided on the August YTD Management accounts. Discussions were held on the likely timelines and resulting financial impact of the COVID pandemic. It was confirmed an updated forecast for the remainder of the financial year would be provided to the next meeting. It was also confirmed that further consideration would be given to future tax liability planning.</p> <p>6.3 Reserves Policy: A discussion was held regarding a company reserves policy. It was highlighted that Ltd companies were under no obligation to maintain a reserves policy and that this was for worst case scenario planning, as a result, it did not cover staffing costs.</p> <p>Recommendation: Agreed that a reserve of 6 months of contracted obligations be maintained.</p> <p>6.4 It was confirmed that the relevant specific staffing roles ordinarily reliant on Sport England ring fenced funding were confirmed as continuing into the new extended funding period.</p> <p>6.5 It was confirmed that Liz Norris had resigned from the Audit subcommittee. She was thanked for her contribution. It was also confirmed that a Board member would be sought to replace her, as well as an advertisement placed in order to recruit an independent member.</p>	
<p>Item 7</p>	<p>Risk Register:</p> <p>7.1 A report was provided detailing the update to the Risk Register. The key area of concern continues to be the COVID 19 Pandemic and uncertainty as to how long it would last, together with the threat of second spike.</p>	

Item 8	<p>Safeguarding:</p> <p>8.1 Nothing to report.</p>	
Item 9	<p>Sub Committee Recommendations to the Board. The following was confirmed from the subcommittee minutes:</p> <p>9.1 Communications:</p> <ol style="list-style-type: none"> i. A brief summary of the minutes was made. It was highlighted the work that had gone into providing relevant COVID-19 information, consistency of message and the increase in social media followers during the lockdown, ii. It was reported that a Hall of Fame to recognise the history, heritage and contributions of the membership was being explored. iii. It was confirmed that the comms plan would be updated for the rest of the year. iv. Also being explored was ways to reinforce the message regarding KO Racism / Anti-Racism and was being tied in with the work of the Diversity / Inclusion Working party. <p>9.2 Coaching:</p> <ol style="list-style-type: none"> i. The work of the executive in developing the coaching framework was noted. ii. An update was also provided on the outreach work that had been conducted during lock down and the threat to mental health. iii. It was also reported that a CPD framework for level two coaches was being developed. iv. It was confirmed that all coaching courses were currently on hold until at least end of October. An update regarding this would be provided at the next meeting. <p>9.3 Technical Rules and Officials:</p> <ol style="list-style-type: none"> i. A note of thanks was recorded to the significant service of Mick Budden who was stepping down as the EB official's secretary. A note of thanks was also extended to Richard Cawthorne who was also stepping down from the subcommittee. ii. As a result of the vacancies the following appointments / responsibilities were recommended and agreed as follows; <ul style="list-style-type: none"> Agreed that; • Hon Secretary: - Nathan Pearce assisted by Terri Kelly. • Rule Book: - Nathan Pearce assisted by Mike Hemmings. • Development of Officials: - Mike Hemmings assisted by Chris Porter. • Appointment of official's National Championships: - Phil Hattan assisted by Nathan Pearce. • Appointment of International Officials: - Mick Norford assisted by Nathan Pearce / Gio Brugnoli <p>9.4 Championships:</p> <ol style="list-style-type: none"> i. It was reported that an online application form was being developed. ii. It was reported that a decision on whether the planned Box Cups could take place would be reviewed at the beginning of October. 	

<p>Item 10</p>	<p>Talent Pathway:</p> <p>10.1 The Talent report was presented and noted by the Board.</p> <ul style="list-style-type: none"> i. It was highlighted that a mental health programme – Your Resilience - was being trialled. ii. It was also reported that 22 pathway coaches had completed an online Equality and Diversity in Sport training. iii. It was confirmed that the Coaches had stayed in touch with the pathway boxers via Zoom during the pandemic. 	
<p>Item 11</p>	<p>Diversity / Inclusion Working Party Update:</p> <p>11.1 Bevis Allen the lead on the working party presented an update on the workings of the group. It was confirmed that the review was comprehensive and looking at all areas of England Boxing.</p> <p>11.2 Part of the report included the data detailing the diversity of the membership. This included the following;</p> <ul style="list-style-type: none"> • Boxers - 17% indicated BAME status • Coaches - 10% indicated BAME status • Officials 8%- indicated BAME status • Board 25% - indicated BAME status • Staff 14% - indicated BAME status • Talent Coaches 12% - indicated BAME status • This contrasted with the fact that 75% of the GB Boxing Medallists in London 2012 were from a BAME background and 100% in Rio. • It was also noted that circa 500 members had not completed this part of the membership form. Form the new season it would be a compulsory field to be completed but with the option of saying prefer not to say. <p>11.3 It was reported some training had already started including KO-Racism workshops and in the Talent section.</p> <p>11.4 The presentation and the work being undertaken was welcomed by the Board. The following recommendations we agreed in principle with the detail of how to be enacted still to be fully considered.</p> <p>Agreed: That a separate Diversity and Equality training course should be developed; It should be online and made mandatory;</p> <p>Agreed: That the roll-out of KO Racism workshops as online resource be continued;</p> <p>Agreed: That the targeting of specific individuals from BAME with profile and skillset to move into coaching/officiating (whilst still competing) be undertaken;</p> <p>Agreed: To work with Regional Committees to identify and develop more BAME officials;</p> <p>Agreed: To target coaches from BAME background and invite to coaching clinic/talent pathway;</p> <p>Agreed: To create a ‘return to the sport’ campaign</p> <p>11.5 It was confirmed that the next steps were to conduct interviews and focus groups with Boxers, Regional Secretaries, Club Coaches and Officials in order to ascertain their feedback. Other areas also being considered is best practice from other sports, whistle blowing and mentoring schemes.</p>	

	Following this, further recommendations would be made.	
Item 13	AOB: 13.1 There was no AOB.	
Item 12	Future meeting dates: 12.1 Dates of the next Board meeting: 6 th October – Manchester or Zoom. 1 st December.	

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