



ENGLAND BOXING LTD

Board Meeting
Tuesday 23 May 2023

10.30 –14.00

Sport and Recreation Alliance, Holborn Tower, 137-145 High Holborn
London WC1V 6PL

Minutes

1	Welcome attendance and apologies Present: Richard Brooke (RB) Chair, Anna Cain (AC), Sam Foster (SF), Doniert Macfarlane (DM), Micky Norford (MN), Alkit Patel (AP), and Chris Smith (CS). Jerome Pels CEO – (JP) Eric Lee (EL) – Head of Finance, for Agenda Item 9. Apologies received from: Felicity Barnard (FB), and Lawrence Selby (LS) and Mehul Kapadia (MK), The Chair reported that sufficient notice of this meeting had been duly given and that a quorum was present. The Chairman welcomed Micky Norford who had joined the meeting via the Teams video conferencing system. The Chair continued by saying that the meeting was partly being conducted by videoconference today and usual arrangements would apply in terms of use of the chat function and electronic hand raising.	I= Info D= Decision A= Action
2	Declarations of interest Each director present at the meeting confirmed that they did not have any direct or indirect interest which they were required to disclose in addition to the disclosures already on the record.	I
3	Minutes of last meeting 3.1 The minutes of the Board meeting held on 28 March 2023 A draft of the minutes of the board meeting held on 23 March was produced to the meeting. It was unanimously agreed to approve this draft without amendment and the chair was authorised to sign them as a complete record of the relevant meeting.	I

	<p>3.2 Matters arising</p> <p>There were no matters arising</p>	
4	<p>International and IBA Matters</p> <p>4.1 IBA – World Boxing World Boxing application pack</p> <p>The Chair gave an overview of the situation around the position with the IBA. It is expected that the IOC Executive Board will recommend to the IOC Session that the IBA recognition by the IOC is to be revoked.</p> <p>The Board confirmed the earlier position that it is support of setting up World Boxing as an alternative organisation in order for boxing to stay on the Olympic Programme from Paris 2024 onwards. The timing is depending on the confirmation of the IOC decision after the session on the 7th of June.</p> <p>The Board discussed the situation and several Board members articulated concerns around the England Boxing messaging on the situation.</p> <p>Decision: It as decided that England Boxing should publicly restate it's position and that this would also provide clear wording for the Staff to use in response to questions raised.</p> <p>The message should reflect:</p> <ul style="list-style-type: none"> • That following recent announcements by the IBA and World Boxing, England Boxing would like to clarify its position regarding membership of the IBA and attendance at international events. • That although it has not joined as a member, England Boxing welcomes the initiative of creating a new World Boxing international federation as a possible alternative for the International Olympic Committee to work alongside, should it be necessary. • That with boxing not currently part of the Olympic programme after 2024, there needs to be a concerted effort to address the serious concerns over the governance issues surrounding Olympic-style boxing's international governing body, the IBA. There is little sign of progress on resolving these issues to date. • That England Boxing remains a member of IBA and will continue to send its boxers, referees and judges to IBA events whenever and wherever its is appropriate to do so. • That England Boxing fully supports the British Government's position on non-attendance of events featuring Russian and Belarussian athletes and; • That under DCMS (now CMS) guidelines, England Boxing, as previously outlined, will not attend or support events that feature Russian and Belarussian athletes appearing as representatives of their states so long as the war in Ukraine continues. <p>4.2 Amendment of the Articles of Association</p> <p>The current Articles state:</p>	D

	<p>30. The Company is a member of AIBA and is recognised by AIBA as the sole sporting body in England with responsibility for the sport of Boxing in England. The Company is also a member of EUBC.</p> <p>31. Save as set out below, the Board may resolve to affiliate the Company with some other association, company or other body where it appears to the Board appropriate to do so and the Board may accept affiliations from associations, companies or other bodies who have an interest in or association with boxing on terms set by the Board.</p> <p>The Board of Directors concluded that the policy of remaining a member of IBA (referred to as AIBA – previous name) is in line with Article 30, and that Article 31 allows the Board to decide to join World Boxing at any time without specific permission of the Membership.</p> <p>Should England Boxing wishes to leave IBA, this would be a matter for the Membership to change the Articles, Article 30 in particular.</p> <p>After ample discussion it was concluded by the Directors that there are still ongoing benefits of being part of IBA, as we are participating in it's events and are participating in coach and officials education programmes run by the IBA.</p>	D
5	<p>5.1 Sub-committees Reports and Minutes</p> <p>The Sub-committee reports were noted and specific points for the Board dealt with under item 5.2 of the agenda.</p> <p>5.2 Recommendations by the Subcommittees requiring a Board decision</p> <p>Medical: Dr Doniert Macfarlane explained the enhanced requirements to be added to the England Boxing Register of Approved Doctors.</p> <p>Membership: The effectiveness and reason for the '1 mile rule' was being reviewed and the Sub-committee requested to add more members to the Sub-committee to share the workload, which was approved.</p> <p>Events: A review of the Championship season was under way and in particular focussed on the issue of the management of the National Schools Championships in the light of the challenges of the finals event recently held in Guildford.</p>	D
6	<p>CEO Report</p> <p>The report was noted, and the CEO briefly highlighted particular points. There were no follow up questions.</p> <p>Particular attention was drawn to the UKAD and England Boxing Anti-Doping activity and activity reporting:</p> <ul style="list-style-type: none"> • The 2022 Anti-Doping Report was noted. • The CEO reported to the Board that, UKAD released details of the ongoing support and compliance process for NGBs to evidence all 24 Assurance Framework requirements, the primary way in which compliance with the UK National Anti-Doping Policy is demonstrated. 	D

	<p>Due to the change of staff and pressures in the areas of safeguarding and compliance, which we prioritised for the new staff we are not able to meet the deadlines as set out by UKAD, but we are in discussions with UKAD, who are sympathetic to our situation and are helping us to bring us up to speed as soon as possible and practical.</p> <p>One particular action point for the Board would be to nominate which Board member has the responsibility for Anti-Doping as a specific area of interest.</p> <p>It is a requirement from the Code to designate a Board member to lead on anti-doping and ensure that at least that individual has completed the eLearning course made available by UKAD. It was agreed that Chris Smith (CS) is appointed as the Board anti-doping lead.</p>	
7	<p>Governance</p> <p>BDO Report</p> <p>The Governance review Report was noted. The report sets out the detailed areas for improvement over the subsequent pages along with associated recommendations. These are split into the five principles in A Code for Sports Governance namely: Structure, People, Communication, Standards & Conduct and Policies & Processes.</p> <p>The report reached an overall opinion that the governance arrangements at England Boxing were below standards. England Boxing have several fundamental gaps in its governance framework, which are not in line with other peers. A large number of the findings relate to poor record keeping or issues with documentation – a key contributor was poor organisational memory prior to the CEO and the Chair being appointed. However, it was also noted that the report took a long time to be finalised that that major improvements have since the start of the process already been introduced.</p> <p>The Board accepted the recommendations and the management response to the Report. The recommendations from the basis of the Action Plan to deal with the deficiencies found in the report. It was noted that 80% of the issues raised already had been dealt with.</p> <p>7.1 Sport England Continued Compliance Statement document</p> <p>Sport England has started the first round of the compliance review of all sports governing bodies with regard to the new requirements introduced in the latest edition of the Code (December 2021) The questionnaire and the evidence was submitted to Sport England by the deadline of the 1 May 2023. However the list of the items related to the full Code for which we believe we are not compliant has not been submitted yet, pending this Board Meeting's approval of the document.</p> <p>Decision: The Board noted and approved the Continued Compliance Statement to be submitted to Sport England.</p>	

	<p>7.2 Board effectiveness review/chairman review</p> <p>The Chair explained the need for the Board review and the Chair Review and it was agreed that the template received from BDO was to be used. Sam Foster was allocated to conduct the Board Review and Alkit Patel agreed to take on the Chair review. The Chair to send the final questionnaire format to the relevant Board Members.</p> <p>7.3 Sub-committees: Proposed restructuring of committee roles and membership</p> <p>The Chair briefly gave an overview of ideas to streamline the operation of the sub-committees and to take the BDO report's recommendation on the England Boxing structure in consideration. The Chair will produce a final paper for consideration at the next Board meeting.</p>	
8	<p>Governance and Safeguarding</p> <p>8.1 To consider the Revised England Boxing Code of Conduct</p> <p>The Board considered the draft as produced to the meeting and approved the document with the suggested amendments to be incorporated. With thanks to the clubs and regions for the suggestions. It was suggested that a printed version of the document is to be issued to each new club.</p> <p>8.2 To consider the proposed revised Disciplinary Procedures</p> <p>The draft was not ready for the meeting and issue is deferred to the next meeting.</p> <p>8.3 The report of the independent investigator Charles Thomas into the death of Edward Bilbey</p> <p>The CEO explained that Sports Resolutions the draft report is ready but that before publication a process has gone through a Maxwellisation process. Maxwellisation is the legal practice in English law that allows anyone who is criticised in an official report to respond prior to publication, based on details of the criticism received in advance.</p> <p>8.4 Board training including safeguarding</p> <p>The CEO is sourcing the online training set up with a view for all the Board members to have completed both the child protection and adult safeguarding courses by the end of September.</p>	
9	<p>Finance - CFO Report</p> <p>9.1 Management Accounts</p> <p>The report by the Head of Finance was received. There were no questions or comments.</p> <p>9.2 Audit Committee Minutes</p>	

	<p>The minutes were noted, there were no matters arising.</p> <p>9.3 Appointment of Auditors</p> <p>The chair of the Audit Sub-committee presented a report on the selection process of new Auditors. Our current auditor Sedulo declined the invitation to tender and that Sedulo will no longer conduct audit with annual fee under £15,000, well over England Boxing's budget for audit and over the amount in other proposals received.</p> <p>9 firms were invited to tender, 3 submitted a proposal and 4 declined to submit a proposal due to the smaller size of the England Boxing business.</p> <p>The report proposed that, Knowles Warwick be appointed as auditor of the Company to hold office with immediate effect until the end of the next period for appointing auditors under section 485(2) of the Companies Act 2006, at a remuneration is to be determined by the directors.</p> <p>Decision IT WAS RESOLVED AS FOLLOWS:</p> <ol style="list-style-type: none"> 1. that the resignation of Sedulo be and is hereby accepted with immediate effect; and 2. that having consented to act, Knowles Warwick are hereby appointed as auditors to the Company with immediate effect. 													
10	<p>Risk Management</p> <p>10.1 To review the Risk Management Matrix and Report</p> <p>Sam Foster reported that the risk profile is 'static'. The Chairs of the sub-committees are encouraged to submit any changes to the status of exiting risks or to propose new entries to the risk matrix.</p>													
11	<p>AOB</p> <p>Chris Smith informed that he is about to be deployed and therefore will have some time/movement restrictions in the coming months ahead.</p> <p>Mick Norford informed that he would be out of action for personal reasons for a few weeks, but would stay in touch as much as possible.</p>													
12	<p>Date Of Next Meetings 2023</p> <table border="1" data-bbox="331 1715 1190 1975"> <thead> <tr> <th>Board Date</th> <th>Papers due by</th> <th>Venue</th> </tr> </thead> <tbody> <tr> <td>Thursday 20th July</td> <td>Wednesday 12th July</td> <td>Virtual</td> </tr> <tr> <td>Tuesday 26th September (Strategy day)</td> <td>Monday 18th September</td> <td>Sheffield</td> </tr> <tr> <td>Tuesday 28th November</td> <td>Monday 20th November</td> <td>London</td> </tr> </tbody> </table>	Board Date	Papers due by	Venue	Thursday 20th July	Wednesday 12th July	Virtual	Tuesday 26th September (Strategy day)	Monday 18th September	Sheffield	Tuesday 28th November	Monday 20th November	London	
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Action Items Meeting 2 (March 2023)			
	Item	Who	Progress
1	4. Concussion <ul style="list-style-type: none"> Update the EB concussion material after the Government information has been launched Consider anything needs to change EB Rule Book Poster campaign? Review of medical guidelines 	Medical Sub-Committee, CEO, Doniert Macfarlane.	
2	5.1 New Regional Policy/Regulation <ul style="list-style-type: none"> Update text to align with the individual and club membership policy; Meeting with the Regions introduction of the policy and obtaining feedback 	CEO	Completed
3	5.2 TOR <ul style="list-style-type: none"> New TOR to be send to the Chair's for Sub-Committee review 	CEO/Board Members	Completed, new Terms of Reference are now published on the website
4	5.3 Board Succession Plan	CEO to re-submit with proposals dealing with senior staff vacancies	Ongoing
5	6.1 Commercial Sub-Committee Refine proposals re fees for event streaming services and initiate consultation regarding one time only boxing concepts.	Commercial Sub-committee/CEO	Ongoing
6	6.2 White Collar Boxing	Chris Smith	
7	7.2 New Auditor Appointment	Audit Sub-Committee/Finance Manager	Completed
8	8.1 Event Ticket Prices CEO to review/reset family ticket price.	CEO	Completed
9	9.1 Risk Management Sub-Committees to review risks and submit changes to the register (including reduced or eliminated risks).	Committee Chairs	Ongoing
10	11.1 Safeguarding A. Procedures to be finalised. B. Vexatious Policy integrated.	HR, Legal & Compliance Sub-committee	Completed, however support documents

	C. Safeguarding Policies to be formatted and published on the website		still need to be formatted. Only PDF format available
11	12. BDO Report to be circulated	CEO	Completed

Action Items Meeting 3 (May 2023)			
	Item	Who	Progress
1	4.1 IBA Publish the England Boxing Position	CEO	Completed
2	6. UKAD – inform UKAD of Board Nominated Director Lead on anti-doping	CEO	Completed
3	6.UKAD – Chris Smith to complete the online Director Training Anti-Doping	Chris	
4	7. BDO Action Plan	CEO	Ongoing
5	7.1 Compliance Statement to Sport England	CEO	Completed
6	7.2 Board Effectiveness Review	Board – Sam Chair review - Alkit	
7	7.3 Committee restructure paper	Chair to be ready for the next meeting	Completed
8	8.1 Publish Code of Conduct	CEO – With suggested amendments	Completed
9	8.2 Disciplinary Procedures – Final draft to be ratified at the next meeting.	Compliance / CEO	On the July Board Agenda
10	8.4 Board Training	CEO to set up the online course. To be completed by September	Ongoing
11	9. Appointment auditors	Finance Manager to inform new appointed firm and start proceedings	Completed
12	10. Risk Management	Chairs to review and submit changes	Ongoing