



ENGLAND BOXING LTD

Board Meeting

Tuesday 28th November 2023

10.30 –14.00

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

Redacted – Summary Minutes

<p>1</p>	<p>Welcome attendance and apologies</p> <p><u>Present:</u> Richard Brooke (RB) - Chair, Felicity Barnard (FB), Anna Cain (AC), Sam Foster (SF), Mehul Kapadia (MK), Doniert Macfarlane (DM), Micky Norford (MN), Alkit Patel (AP), and Chris Smith (CS).</p> <p><u>In Attendance:</u> Jerome Pels - CEO (JP), Eric Lee (EL) – Head of Finance (Item 9), David Waterfall, Audit Manager (Item 9.1) and Michelle Maple (MM) – minutes.</p> <p><u>Apologies:</u> Lawrence Selby (LS)</p> <p>The Chair confirmed that sufficient notice of the meeting had been duly provided and a quorum was present.</p>	<p>I= Info D= Decision A= Action</p>
<p>2</p>	<p>Declarations of interest</p> <p>Directors present confirmed that they had no direct or indirect interest which they were required to disclose, in addition to the disclosures already on record.</p>	<p>I</p>
<p>3</p>	<p>Minutes of last meeting</p> <p>3.1 The minutes of the Board meeting held on 26 September 2023</p> <p>It was unanimously agreed to approve the draft minutes from 26 September 2023 without amendment. The Chair was authorised to sign them as a complete record of the relevant meeting, and the CEO agreed to produce a redacted set for publication on the England Boxing (EB) website.</p> <p>3.2 Matters arising</p> <p>All matters arising had been completed or were covered on the agenda.</p>	<p>I A</p>
<p>4</p>	<p>International and IBA Matters</p> <p>4.1 IBA – World Boxing – Congress – Events</p>	

	<p>The Chair and CEO provided a summary of the inaugural World Boxing congress held in Frankfurt on 25/26 November 2023.</p> <p>World Boxing now comprised 26 member countries, and Boris van der Vorst (Dutch Boxing Federation) had been appointed as President, with Matt Holt (GB Boxing) as one of the Vice Presidents. A set of steering committees would be established in the coming months, with chairs to be appointed accordingly.</p> <p>A framework for a new competition structure was presented, with the U19 World Championships to be staged in November 2024. A World Boxing Cup competition series had also been introduced, enabling elite boxers to accrue ranking points throughout the calendar year, and culminating in a year-end finals event. The first stage of the series from 16th to 20th January 2024 would be hosted in Sheffield, and the Board was encouraged to attend this event if possible.</p> <p>In terms of Olympic recognition, it was noted that the IOC previously utilised broadcast revenue to cover the costs of running boxing at the games, but were unable to transfer any funds to World Boxing as they were not yet officially recognised. The IBA had also appealed against the withdrawal of their IOC membership to the Court of Arbitration.</p>	
5	<p>5.1 Sub-committee Reports and Minutes</p> <p>The Board received reports from the following sub-committees:</p> <ul style="list-style-type: none"> • Media Sub-committee – 17th November 2023 • Championships Sub-committee – 15th November 2023 • Performance Sub-committee – 17th November 2023 • Medical Sub-committee – 26th October 2023 • EDI Sub-committee – 22nd November 2023 • Communications Sub-committee – 17th November 2023 	I
	<p>5.2 Recommendations by the Subcommittees requiring a Board decision</p> <p><u>Championships Sub-committee: Performance</u> The Board discussed the request for Performance to be established as a specialist committee, in line with the technical rules. There was some ambiguity as to whether this should be a working group or specialist committee, and the Chair agreed to discuss this further with CS.</p> <p><u>Championships Sub-committee: Senior Boxer Payments</u> Discussion took place on the request for senior boxers to be reimbursed for expenses when attending training camps. There was general agreement that expenses should be covered to reimburse travel expenses.</p> <p><u>Championships Sub-committee: Anti-Doping</u> A further request was considered to reallocate funds from the compliance budget to Performance to cover the department's increased delivery costs for anti-doping activities. The CEO confirmed that a separate budget was in place for anti-doping and any costs must come from this budget line, subject to availability.</p>	A

	<p>Decision: The Board approved the reimbursement of travel expenses for senior boxers attending training camps.</p>	D
6	<p>CEO Report</p> <p>6.1 CEO Report</p> <p>The CEO report was noted, with key points highlighted as follows:</p> <ul style="list-style-type: none"> • The Grassroots Amateur Boxing Lottery was launched on 15th November with a strong sign up. £5k had been raised to date for clubs and £3k raised for EB. • Retention levels for staff remained stable. The 2023 staff survey indicated an overall improvement on 2022, with positive feedback around EB's commitment to staff training, and staff showing a greater understanding of the organisation's mission and objectives. • The Community Apprentice Programme had been nominated as a finalist in the UK Coaching Awards and the Learning Awards, with the latter featuring well-known brands such as John Lewis and M&S. • Diversity figures across the sport were growing, although it was recognised that many communities often did not sign up until the later stages of the year. • An in-house coaching development weekend recently took place in Sheffield, delivered by performance coaches. The restructure of the coach education system had increased the capacity for level 1 and 2 coaches. • Development of a robust CRM system was ongoing, with the chosen provider at demonstration stage. 	
	<p>6.2 Staff Survey</p> <p>The results of the 2023 staff survey were reviewed by the Board. The Chair noted that some members desired further training. The CEO confirmed that a training module was delivered every month to all staff on different subjects, together with two all staff sessions with support from Sport England on leadership and other key skill sets. It was felt that the additional training requests were likely to relate to personal development for some individuals.</p>	
7	<p>Governance</p> <p>7.1 Board Recruitment</p> <p>The Chair reported that the Nominations Committee was in the process of reviewing applications for the Board appointments. Interviews would take place in the coming weeks. It was noted that AP had reached the end of his tenure, and MN would depart in May 2024, thus creating the capacity to appoint four new directors.</p> <p>The Board also felt that the membership of sub-committees and working groups should be reviewed once the new directors were appointed.</p>	A
	<p>7.2 Sub-committees Restructure</p>	

	<p>The restructure of the Board sub-committees was ongoing. The EDI Sub-committee chair had requested that this remain a sub-committee rather than becoming a working group. This would be considered as part of the review.</p> <p>It was noted that the Medical Sub-committee had changed its name to the Medical Advisory Committee.</p>	
	<p>7.3 Board Effectiveness Review/Chairman Review</p> <p>The Board Effectiveness Review remained a work in progress. The Chair had met with individual directors and agreed to send the relevant documentation to the CEO.</p> <p>The Chair's review was conducted by AP, and all documentation would be sent to the CEO.</p>	<p>A</p> <p>A</p>
8	<p>Safeguarding</p> <p>8.1 The NSPCC Annual Review Report</p> <p>The Board reviewed and noted the 2023 NSPCC Annual Review report. EB was compliant in all areas, and further work would be undertaken to build in the Voice of the Child survey insights.</p> <p>It was noted that Safeguarding training was scheduled for next week, and all Board members were encouraged to attend.</p>	
9	<p>Finance – CFO Report</p> <p>9.1 2022/2023 Annual Accounts – for Board approval</p> <p>The meeting was joined by the Head of Finance, who summarised the draft financial accounts for the year ended 31st March 2023. A £1k positive adjustment had been made since the accounts were previously presented to the Board.</p> <p>The meeting was also joined by David Waterfall, Audit Manager at Knowles Warwick, who summarised the recent audit process undertaken for the 2022/23 accounts. A clean audit was provided, with no significant issues identified. Subject to approval, the accounts would be circulated for signature via DocuSign.</p> <p>Decision: The Board approved the 2022/2023 England Boxing Ltd accounts.</p> <p><i>DW left the meeting for the remaining items.</i></p> <p>9.2 Management Accounts – full year forecast</p> <p>The full year forecast dated October 2023 was reviewed by the Board. A significant deficit was forecast.</p> <p>It was recognised that event costs were rising, and the increase of 4-5% allocated to this budget line was insufficient. The CEO stated that event organisation posed a continual risk to the organisation, with bigger venues requiring increased spend on security.</p>	<p>D</p>

	<p>The Board felt that a maximum deficit of £150k would be acceptable for the year, but recognised that this would deplete the organisation's reserves and these would need to be rebuilt in the following financial year.</p> <p>9.3 Audit Committee Minutes</p> <p>The Board reviewed the minutes of the Audit & Remuneration Committee meeting held on 17th November 2023.</p> <p>It was noted that the Committee discussed the financial sustainability of the Championships due to the increased cost base and projected year end deficit, and had recommended that a working group be established to review these figures in further detail and explore opportunities for new revenue streams.</p> <p>The Board was supportive of this approach, with a further suggestion that an independent consultant be appointed to assist with this review.</p> <p>Decision: The Board agreed that a working group should be established to review the financials and the sustainability of the Championships in further detail.</p>	<p>A</p> <p>D</p>
10	<p>Draft EDI Plan</p> <p>The Board reviewed the EB Diversity, Equality and Inclusion Action Plan, outlining how best EB could serve and engage with underrepresented groups across all areas of the sport.</p> <p>It was noted that the Action Plan would be submitted to Sport England, who had assigned a consultant to assist EB in meeting its targets.</p> <p>Current EDI gaps for the sport included female participation, which was considered to be low at 28%, and around disability boxing. These would be key focus areas going forward. It was noted that Sheffield had a number of disabled boxing clubs, and several other clubs had undertaken considerable work in this area.</p> <p>As previously discussed, access to transgender athletes was prohibited on the grounds of safety, fairness and accessibility. As such, a separate category would need to be considered for transgender athletes in due course.</p>	<p>I</p>
11	<p>Risk Management</p> <p>11.1 To review the Risk Management Matrix and Report</p> <p>A review of risk management was underway, and an update would be brought to the Board meeting in January.</p>	<p>A</p>
12	<p>AOB</p> <p>The Board thanked the CEO and executive team for their achievements during 2023.</p>	

	<p>It was noted that it was Alkit Patel's last meeting, and the Board thanked him for his eight year contribution to the sport.</p> <p>There being no further business, the meeting closed at 1.10pm.</p>	
13	Date Of Next Meetings 2023 Wednesday 24th January - London Tuesday 19th March - Sheffield Tuesday 21st May - London Wednesday 17th July - Online Tuesday 17th September - Strategy Day, Sheffield 20th November - London	