



ENGLAND BOXING LTD

Board Meeting
24th January 2024

10.30 –14.00

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

Redacted Minutes for Publication

1	Welcome attendance and apologies <u>Present:</u> Richard Brooke (RB) - Chair, Felicity Barnard (FB), Anna Cain (AC), Sam Foster (SF), Mehul Kapadia (MK), Doniert Macfarlane (DM), Lawrence Selby (LS) and Chris Smith (CS). <u>In Attendance:</u> Jerome Pels - CEO (JP), Avoen Perryman (AP) – Head of Operations (Item 7), Eric Lee (EL) – Head of Finance (Item 9), Michelle Maple (MM) – minutes. <u>Apologies:</u> Micky Norford (MN) The Chair confirmed that sufficient notice of the meeting had been duly provided and a quorum was present.	I= Info D= Decision A= Action
2	Declarations of interest 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.	I
3	Minutes of last meeting 3.1 The minutes of the Board meeting held on 28th November 2023 It was unanimously agreed to approve the draft minutes from 28 November 2023 without amendment. The Chair was authorised to sign them as a complete record of the relevant meeting, with a redacted set to be publicised on the England Boxing (EB) website. 3.2 Matters arising All matters arising had been completed or were covered on the agenda.	I

	<ul style="list-style-type: none"> EB recently won an award for Inclusive Coaching at the UK Coaching Awards in December, at which L4 apprentice Gabby Reid also won 'Young Coach of the Year'. EB was also nominated for 'Best Employer' at the Coach Core Awards and 'Apprentice Employer of the Year' at the Learning Awards in February. 	
	<p>7.2 CRM System Update</p> <p>The meeting was joined by Avoen Perryman (AP) who presented a comprehensive update on the launch of EB's new CRM system 'The Locker'.</p> <p>At present, testing of the new system was underway with EB staff to familiarise them with the system and provide feedback.</p> <p>The Board agreed with the direction of travel, and that this should be reviewed again in October 2024, with a view to clubs applying to EB for their licences from January 2025.</p>	
	<p>7.3 Communications Matrix</p> <p>The Board reviewed the draft Stakeholder Matrix It was intended that this be brought to the Communications Committee for discussion and review in the first instance, before being brought back to a later Board meeting for approval.</p>	
8	<p>Governance</p> <p>8.1 Board Recruitment</p> <p>The Chair expressed thanks to the Nominations Committee for undertaking the recent director recruitment process, resulting in three candidates being identified to join the Board. The schedule of new directors and their proposed committee allocation would be circulated to the Board.</p> <p>The following new Directors were proposed by the Nominations Sub-committee formed for this appointment:</p> <p>Paul Asare-Archer (and chair Audit Sub-committee) James Stebbing Nathan Pearce</p> <p><u>Decision: Approved</u></p>	A
	<p>8.2 Sub-committees Restructure</p> <p>The Board reviewed the revised sub-committee structure, as follows:</p> <ul style="list-style-type: none"> Standing sub-committees – Audit, Remuneration, Nominations. Sub-committees – Technical Rules & Officials, Compliance & Legal, Safeguarding, EDI, and Championships. Advisory Groups – Medical, Commercial, Communications, Clubs & Membership, and Performance. 	I

	Decision: The Board approved the revised sub-committee structure.	A
	8.3 Board Effectiveness Review The Board effectiveness evaluation had been circulated, and members were encouraged to respond at the earliest opportunity.	A
	8.4 Revised Code for Sports Governance The preliminary assessment for the Revised Code for Sports Governance and EB's response was reviewed by the Board.	I
9	Safeguarding Decision: The Board approved the draft terms of reference for the Safeguarding Sub-committee.	
	<i>The meeting was briefly joined by incoming director, Paul Asare-Archer, who joined the next item in an observer capacity.</i>	
10	Finance – CFO Report 10.1 Management Accounts The meeting was joined by the Head of Finance, who summarised the year-end 2023-24 forecast. The overall year-end deficit had reduced slightly since the last meeting. The 2024-25 budget remained a work in progress, with discussion to take place with department heads and the Audit Committee prior to its presentation to the Board in March. The Chair requested that this include detail on how the organisation's reserves would be built up going forward.	I A
	10.2 Terms of Reference Decision: The Board approved the revised terms of reference for the Audit Sub-committee and the Remuneration Sub-committee.	
11	Risk Management The Board reviewed and noted the revised Risk Management Matrix and report.	A
12	AOB It was agreed that the next Board meeting would take place in London rather than Sheffield to accommodate the new directors. There being no further business, the meeting closed at 13.45.	

13	Date Of Next Meeting Tuesday 19th March – London	
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