



ENGLAND BOXING LIMITED BOARD MEETING
DATE: Tuesday, 10th March 2015
Royal Victoria Hotel, Station Approach, Sheffield
Time: 11.00am

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| Item 1 | <p>Present Attendees:- C Hobbs (chairman) CH, H. Herbert (HH), D. Chapple (DC), G Brugnoli (GB), , L Leo (LL), M Byrne (MB), M. Loosemore (ML), C. Ward (CW), N Griffin (NG), M.Abberley (MA) -CEO & Company Secretary D Barnard (DB) – Secretariat & Operations Manager (DB)</p> <p>Apologies - T. Stemp – TS, D Newth (DN), F. McKelvie (FM),</p> <p>DB informed the Board that FM had been called away at short notice and was unable to attend as previously confirmed but would dial in on the telcon facilities at 12 noon for the Finance/Budget approval section.</p> | I = Info D= Decision A= Action |
| Item 2 | <p>Declaration of Interests CH – BABA, GB- BABA, LL – SABA, ML – AIBA & BABA, NG - Coaching</p> | I |
| Item 3 | <p>Board Minutes & Matters arising Minutes ratified as is</p> <p>A discussion was held regarding the publishing of minutes on the website. DB provided a brief background for the Board of the previous discussions & agreement to put current practice in context. LL stated that the minutes as ratified at the Board table should be published and it was agreed that minutes are to be added unabridged. MB stated that minutes be brief and include relevant decisions and action points. DB confirmed that all minutes would be added to website unabridged, in the new format. Directors agreed that this was to be with effect from the November minutes.</p> <p>AP: DB to recirculate minutes for comment from November on 11.03.14 and all to website once approved</p> <p>Matters Arising & Action Points from last meeting - All completed with the following identified as ongoing and to be carried forward</p> <p>Disability in boxing – Discussions centred on the areas in which Boxing could impact. These were identified as Wheelchair boxing, Deaf boxing and those with Learning Disabilities. Issues highlighted in these areas were:-</p> <ul style="list-style-type: none"> • Learning disabilities – ADHD is particularly relevant in boxing clubs • Deaf Boxing – training is a particular area of action and falls within coaching – re signals for referees and coaches • Wheelchair boxing – ML is looking at this area, which still needs some investigating/reporting <p>The Chair stated that SE required feedback from EB on this area early in this year and those involved needed to speak to US Boxing, Royal Foundation (re Invictus Games). Directors discussed issues around those with loss of limbs and disabled officials. MA informed the Board re employed staff who have already been heavily involved in disability issues and have professional skills in this area, having written disability policies etc. LL stated that the impact on club would also have to be considered with regards facilities and access.</p> | A |

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| | <p>It was agreed that there were already some considerable actions already undertaken and knowledge in the organisation to address these issues, which spanned across the knowledge and expertise with various subcommittee. The Chair asked for this information to be collated and for the work to be progressed quickly.</p> <p>AP: All involved to work together to produce the information already within the organisation, for SE reporting</p> <p>APPG MA informed the Board that EB had funded the printing of the report and were awaiting a venue to be arranged by the relevant MP. The Chair asked MA if EB could arrange the venue, possibly the National Liberal Club, London as the date for the election was looming and the report ought to be delivered prior to that. CW stated that Purdah may well impact on that. Purdah took effect on 30th March, which would be the likely cut off for the event. AP: MA to co-ordinate venue and viability of the report being delivered in relation to Purdah dates AP: MA to sort venue for APPG release, preferably before Purdah restrictions</p> <p>Retirement rota – DB explained that the Directors letters of appointment should include a service end date, so retirement dates should be agreed - carried forward</p> <p>Membership Criteria DB to work lawyers and HH with a view to agreeing a standard membership process giving a foundation for membership refusals to be made. AP: DB to contact HH after receipt of info from lawyer</p> <p>AIBA Eligibility Requirements The change in rules was discussed and it was agreed that individuals could be provided with membership pending AIBA responses/objections. A caveat would be added to the Eligibility form stating that AIBA objections may result in the removal/suspension of members. AP Caveat to be added to internal eligibility documentation</p> <p>Cyber Policy DB updated the Board and informed them of the issue with the GB server on which EB piggybacked. EB are awaiting the outcome of the GB decision to replace the server in order to identify the IT areas that their support would need to cover. DCH mentioned the potential loss of information re problems with UPS hardware and DB confirmed she would raise this with GB in order to ascertain the impact of UPS failure. AP: DB to contact GB and IT to find out further information on way forward re UPS issues and Server replacement</p> <p>Registrars meeting A discussion took place regarding the issues raised by the registrars re the BCR1 books and it was agreed that a meeting would be held with the registrars on this issue. LL to Chair the meeting with DB in support. LL asked for information relating to the 2 procedures in operation to be provided as background. DB will liaise with LL to organise dates etc AP: DB to provide background for meeting and organise convenient dates with LL</p> <p>Safeguarding Training for Directors Directors to be offered a series of dates, by the Compliance Manager, for training courses and are to select a convenient course to attend. MB also informed the Board that it would be likely that they would also have to undergo Diversity training. AP: Compliance Manager to provide selection of dates to Directors to attend training</p> <p>Youth Panel – no meeting held since last Board meeting – business carried forward</p> <p>Commercial Asset Appraisal MA had worked with GB & Generate on this. Current opinion was that cash raising is a challenge, benefit in kind is possible – business ongoing</p> | <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> |
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| | <p>CEO Appraisal – Chair to arrange a time to meet with MA to complete AP: CH to arrange date with MA to complete appraisal</p> <p>Talent – Update to follow in agenda</p> <p>CRM – working party agreed as FM, LL, HH, TS, ML & MA. 2 meetings have taken place and group are currently awaiting prices re the different options. Option 1 preferred option but impossible to fund without SE support. CH stated that MA should go ahead and request funding as this piece of work needed to be carried out by the end of this year. AP: MA to request funding support for CRM from SE</p> <p>Combat Sport Matrix – GB to pick this up with new member of SC. Information is there but matrix needs creating AP: Matrix to be supplied for circulation asap</p> | <p>A</p> <p>A</p> |
| <p>Item 4</p> | <p>Chairmans Update</p> <p>Chair stated that he had been abroad for a month since the last meeting and had only a short update.</p> <p>CH informed the Directors that he had attended a “payment by results” meeting with SE, the presentation at which had been commented on by SE as being very professional and more informative than previous boxing presentations. He informed the Directors that MA would provide an update on that presentations re the SE Finance related issues at 12, when FM would be calling in to present the budget for approval, which was the focal point of the meeting today</p> <p>CH stated that he was to attend a meeting at the BABA Board and will discuss talent funding but that it was evident that the monies would not be back as early a thought. Board to be updated following BABA Board meeting AP: CH to provide Talent Funding update after BABA meeting</p> <p>CH notified the Directors that he had received several contacts from East Midlands (EM)representatives to arrange a meeting with him. MA updated the Directors regarding the timeline with EM and Sport Resolutions (SR). He stated that SR had reported that EM were not interacting with them/the process and EB were awaiting the outcome of that situation, which would be reported back to the Board once an update had been received</p> <p>CH confirmed the issue with the Disability Report requiring delivery to SE and that the CRM was a crucial/ key piece of work on which some of the delivery of the strategy relied and he advised that this must be completed within this year of the WSP cycle.</p> <p>He updated the Directors on the Secretary meetings, some of which had been held and further ones were taking place next week. The Secretaries have requested a means of feeding back to the NGB. Communication was one of the key issues that Secretaries highlighted and he suggested that this be done via a number of meetings during the year. CH would supply a report of the outcome of the meetings by the end of this month. AP: CH to provide report to the Board on outcome of Secretaries Meetings</p> <p>Following a discussion re obtaining Secretary feedback it was agreed that a Secretary’s forum would be arranged following the report from CH. AP: Secretaries Meeting to be arranged, chaired by HH, with DB in support/attendance following report from CH</p> <p>CW suggested a link could be made into the new CRM where Secretaries could contact the relevant Subcommittees in relation to issues they wanted to raise. This is to be considered within the CRM build.</p> | <p>A</p> <p>A</p> <p>A</p> |

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| | <p>DB informed CH that FM had just contacted the meeting to say that she was now unable to dial in but DCH had been provided with the necessary info to be able to stand in for her in this area.</p> | |
| Item 5 | <p>Finance, CEO Report & SE Update</p> <p>MA went through the Powerpoint Presentation that had been delivered to SE, highlighting the issues relating to the 16-25 APS target. He stated that the results of the meeting would be made known to CH & MA by 18th March, SE are to make their decision on 17th.</p> <p>The options open to SE were; –</p> <ul style="list-style-type: none"> • reduction in EB funding by 20% • no reduction – but under additional reporting/monitoring re delivery • No reduction – strategy approved/accepted – continue under normal reporting <p>CH requested that MA use the Strategic Workplan template to report back to Board when submitting the CEO report at future meetings</p> <p>CH highlighted the 2 key points to the 16-25 issue, these being Participation & Retention, which would need addressing and delivering within the strategy.</p> <p>CH stated that as FM was unable to dial in to complete this section it would be held in abeyance with a request to complete the discussion and approval at a telcon to be arrange for next week. MA to contact FM to organise this. FM should be the deliverer as Chair of the Audit SC. CH also wanted to make an addition to the proposed budget which would need to be taken into consideration</p> <p>AP: MA to contact FM to arrange telcon and delivery for approval of budget next week</p> | A |
| Item 6 | <p>Reports to the Board</p> <p>Medical SC Recommendation that Boxers can no longer use own GP for medicals Rejected – Boxers can use their own GP's for medicals. Boxer GP's do not need to be on approved list as the service they provide is personal to the Boxer and not general medical services directly to England Boxing</p> <p>Compliance MB gave an update on current issues as follows;-</p> <p>Disciplinary Procedures – work is ongoing with procedures being ready to roll out following completion of the current outstanding cases England Boxing Panel - funding would be required to secure the panels. DB confirmed that this had been raised by GV during budget discussion and funds had been planned in for this activity. Use of EB logo – several companies (some of which had agreements with EB) were using the EB logo and EB should look at the issue of licensing. Legal advice had been taken and would be reviewed, with a recommendation for the next Board meeting.</p> <p>MA stated that one website, unrelated to EB, had been found to be producing and selling kit using the old and new EB logos and a cease and desist letter was to be sent to that organisation.</p> <p>Welfare Officers – a discussion took place regarding issues in some clubs relating to having an officer at each club. Several options were put forward for consideration including;-</p> <ul style="list-style-type: none"> • Appointed officers overseeing groups of clubs – not ideal as officers would need to be on club premises, but to be explored • CSO's – currently not feasible – each CSO looks after 100 clubs, but a point of discussion for ongoing roles • Address the issue with the £1m for clubs and Front of House volunteers – under | |

consideration

Technical Rules, R & J's and Championships

DB confirmed that both successful candidates had accepted the SC roles offered and that unsuccessful candidates had been informed. No feedback request had been received

GB informed the Board that Nathan Pearce (NP) would be preparing Board reports and recommendations going forward and that Richard Cawthorne (RC) would be assisting DN with co-ordination of Championships.

Several recommendations were put forward, (see back papers) with outcomes being agreed as follows:-

- **Recommendation 1** – Approved - Format of CYP Championships
- **Recommendation 2** – Approved - R & J Nominations for upgrades. The Board were informed of AIBA plans to upgrade National to 1*, 1* to 2* and 2*'s to be invited for assessment. It was confirmed that some funds had been set aside in the budget for International Upgrades as per GB's request. Plans to be made/put forward, where possible, within the budgets, for lower level officials to be assessed around the Haringay Cup.
- **Recommendation 3** – Approved - D McFarlane's Offer to provide officials training at minimum travel costs to EB. GB confirmed that he had reviewed the content and it was suitable. Content would cover areas where improvement is required following ongoing issues that have occurred recently. MA asked GB if DM's training could be incorporated into the upgrading process/assessments for the lower level officials. This could then be linked into the Volunteer Education plan and its budgets. GB agreed that this could be done and the training to be carried out could form part of the assessment/examination process.
- **Recommendation 4** – Approved – Increased Skills Bouts.
- **Recommendation 5** – Approved – Appointment of 3 Assessors for Haringay Cup linked to recommendation 2, upgrading lower level officials (C's to B's)
- **Recommendation 6** – Approved - Amendment to competition manager for Elites, 2 rings approved for Juniors (Day 1)
- **Recommendation 7** – Approved but line to be removed re international strip (dress code for boxers)
- **Recommendation 8** – Approved in principle – subject to Services approval, EB awaits confirmation
- **Recommendation 9** – Approved – Club Guidelines to be updated 6 monthly

Communications

TOR is now in place and there are some interested parties for the roles

Communications Survey format provided – approved and to be put on website by NGB, with one small alteration regarding scale of satisfaction to read "How satisfied are you".

AP: NGB to add to website

CH raised a point around desisting Social Media interaction in relation to the previous meeting around the Comms Strategy had been held in abeyance, due to the opposition of some Directors to the suggestion but was subject to review by the Communications SC.

CH stated her strong objection to this, indicating that all messages/comments should only be those approved by the NGB. A discussion took place regarding the required statements being in place declaring that any other comments were "my own viewpoint and not that of EB" LL stated that the MOJ were also now accepting/encouraging staff to interact on social media and CH summarised the standard disclaimers that needed to be in place. The issue would be looked at by the Communications SC and be returned to the Board within the proposed Comms Strategy. In the meantime it was suggested that all should ensure that any "non-

approved/formal comms” comments re EB/related issues should have a disclaimer indicating that this was that individual’s personal view only.

GB raised the issue of the website being difficult to load for some and the site being difficult to navigate and find the required subjects/information. DB confirmed that it did have a lot of information with many parties requesting numerous pieces of information, stories, documents uploading and the site not being particularly flexible, given that it seemed to be an “out of the box” platform that had been tweaked in an attempt to bespoke it. CH agreed that the website would be reviewed as part of the IT/Media strategy.

Coaching

NG had provided documentation prior to the Board, for review, with the following responses:-

Coaching certificates - Approved. DB requested that Pass/Fail lists be provided to the NGB for central records. CH to be signatory on certificate along with Assessor, Certificates to be sent as PDF and for future, to be built in as part of CRM delivery/coaching records & processes.

SC Vacancies – Approved with caveats - one vacancy currently on record – approval to advertise. 2 personnel not attending last meetings to be contacted to see if they wished to step down, if so then 2 further temp appointments could be made for 12 months

Coaching Delivery – Press release to be announced

A discussion took place regarding the other documentation/level 2 course, during which it was agreed:-

- Funds for Coaching Course delivery only available this financial year.
- Work must be completed for level 1 and level 2
- Coaching Upgrade press announcement to be made tomorrow
- Level 1 recruitment of Assessors/Tutors/verifiers to go ahead immediately following press release
- SC to complete final work in readiness for delivery
- Level 1 protocols (already approved) and delivery to commence following recruitment of Assessors/Tutors/verifiers
- Refresher Course Schedules for existing level 1’s to be put in place for delivery as above
- Level 2 Course content to be worked on ready for delivery at year end
- Level 2 refreshers to be every 3 years

NG requested that Level 2 protocols be circulated immediately but this was rejected by the Board, who agreed that they were to be delivered only as part of the Level 2 upgrade package.

AP: MA to release Coaching Upgrade announcement on 11.03.15

SABA

LL spoke of a meeting that SABA had had with Barry Jones of the Police Community Clubs in relation to its Boxing Leader programme. The content of the meeting was to consider a partnership between SABA and PCC to deliver Boxing Leader courses. LL stated that this could be upto 2500 participants per year and was an exciting prospect for them, with a benefit to EB of increasing participation. He informed the Board that he would provide a paper/discussion report for the next meeting for it to be considered.

DB referred to a previous Board meeting where it had been discussed that the PCC Boxing Leader agreement was a poor income generator for EB and was previously designated by the Board to be terminated due to it not fitting the EB strategy and not being an EB controllable asset. She asked how the potential/proposed partnership of SABA/PCC fitted with the current EB strategy of owning and delivering its products as opposed to licensing/endorsing others. She stated that Box was created to be EB’s licensed product and that other agreements were supposed to be cancelled due to not fitting the strategy.

LL informed the Board that it would not only impact positively on participation but also could generate considerable income for EB and looked to be a very good proposition. He stated that he was aware of previous issues with the relationship with PCC but that he would ensure that agreements etc would be written. He did not foresee any issues and trusted the representatives, especially as this was connected to the Police

MA reminded the Directors that he had been asked to create an exit strategy for current agreements, which he had done with the lawyer and that this included the PCC Boxing Leader course. He also stated that Directors should note that the PCC is not connected to Police Sports, that the PCC had previously disassociated itself from that organisation.

DB stated that, as part of the governance process, given the conflict of interest it might be advisable for LL to declare when the report was discussed, whether he was representing SABA or EB at the point of discussion. CH stated that he did not think there was a conflict if the partnership was beneficial to both parties.

AP: LL to provide a report to the Board on the detail of the partnership of SABA and PCC, for discussion.

EUBC Assembly

A discussion took place about the scheduled EUBC Assembly in April. DB explained that all federations were invited to send a nominated representative to vote and also were able to put candidates forward for the Executive Committee for which there were 2 Vice President vacancies and 10 executive Members vacancies.

DB gave details of the criteria of nominees for the vacancies (EB did not meet the criteria for nominating VP's as 5 other federations were required to support this also), it was agreed that DC would be put forward as the voting delegate and be also be put forward as the nominee for an executive committee place. This was based on DC's international experience, his background and willingness to undertake the role, should he be successful in joining the Executive Committee. DC accepted the nominations. All agreed and CH & DC signed the required nomination documentation for sending to AIBBA/EUBC.

The meeting was closed and all remaining business carried forward.

Addendum

Following a discussion with the Chair it was approved that DC should take a person in support, having not attended this type of meeting previously (allowed by the Assembly process) and it was agreed that MA would accompany DC.

AP: MA to accompany DB to EUBC Assembly

Action Points from Meeting 10.03.15

| Item | Details of Actions to be taken | Who by? | When by? |
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| 3 | DB to recirculate minutes for comment from November onwards and all to website once approved | DB | 11.03.15 |
| 3 | Produce the disability information already within the organisation, for SE reporting | ML/RT/MA/DC | ASAP |
| 3 | CH to agree Director Retirement Rota | CH | Next Meeting |
| 3 | DB to work with lawyers and HH with a view to agreeing a standard membership criteria to support process for membership refusals. | DB | ongoing |
| 3 | Caveat to be added to internal AIBA eligibility documentation re membership pending approval | DB | March |
| 3 | MA to sort venue for APPG release preferably before Purdah restrictions | MA | ASAP |
| 3 | DB to contact GB Boxing and IT to find out further information on way forward re UPS issues and Server replacement and report back to board when discussions completed with IT suppliers, re CYBER Policy | DB | March |
| 3 | DB to provide BCR1 background for Registrars meeting and organise convenient dates with LL | DB | Ongoing |
| 3 | Compliance Manager to provide selection of dates to Directors to attend training | GV | ASAP |
| 3 | Youth Panel/Committee ongoing - report back to Board on progress | HH | Next meeting |
| 3 | MA /TS to complete an appraisal with timelines and report back to Board | MA/TS | Next Meeting |
| 3 | AP: CH to arrange date with MA to complete appraisal | CH | ASAP |
| 3 | MA to request funding support for CRM from SE | MA | ASAP |
| 4 | CH to update Board re Talent Funding position following BABA Board meeting | MA/LM | ASAP |
| 4 | CH to provide report to Board following Secretaries meetings | CH | Next meeting |
| 4 | Secretaries Meeting to be arranged, chaired by HH, with DB in support/attendance following report from CH | HH/DB | Following CH report (April/May) |
| 5 | MA to contact FM and arrange Director telcon for budget presentation/discussion / approval | MA/FM | 11.03.15 |
| 6 | NGB to add communications survey to website | MA | w/c 11.03.15 |
| 6 | Communications strategy to be drawn up before May 2015 and will include social media interaction | CH | May 15 |
| 6 | MA to release Coaching Upgrade announcement on 11.03.15 | MA | 11.03.15 |
| 6 | T & R SC to draw up combat bout conversion matrix for supply by DB to Secretaries | GB | ASAP |
| 6 | LL to provide a report to the Board on the detail of the partnership of SABA and PCC, for discussion | LL | ongoing |
| Addendum | MA to accompany DB to EUBC Assembly | MA/DC | April |