



**ENGLAND BOXING LIMITED
BOARD MEETING
DATE: 15th July 2015
VENUE: Hilton Hotel, Euston, London, WC1H 9HT
TIME: 11am**

Item 1	<p>Present Attendees:- C Hobbs (chairman) CH, H. Herbert (HH), L Leo (LL), D Newth (DN), M. Loosemore (ML), F. McKelvie (FM), , M.Abberley (MA) -CEO & Company Secretary, D Barnard (DB) – Secretariat & Operations Manager (DB)</p> <p>Apologies – D. Chapple (DC), G Brugnoli (GB), N. Griffin (NG), M Byrne (MB), C. Ward (CW),</p>	<p>I = Information D = Decision A = Action</p>
Item 2	<p>Declaration of Interests CH – BABA, LL – SABA, ML - BABA</p>	<p>I</p>
Item 3	<p>Minutes of last meeting, action points and matters arising Minutes approved – no amendments</p>	
Item 4	<p>Chairman’s Update</p> <p>CH stated that due to time constraints on some Directors the meeting was aimed at finishing at 3pm. He suggested that item 5 (Risk Register) be discussed first then he would give his update. (see minutes at item 5)</p> <p>CH updated the Board on the following matters, following discussion of the Risk Register:-</p> <p>CRM Chair gave desired timings for upgraded system being in place and deferred further discussion to agenda point in section 6</p> <p>INED Recruitment Suppliers & action plan discussed - budgets to be reviewed in section 6 Approved unanimously</p> <p>Communication – Discussion took place regarding current lack of comms provision and interim solutions. Agreed that monthly pdf newsletter from the Board to be circulated Approved unanimously MA: to contact LM re provision of content/pdf for circulation</p> <p>Royal Foundation Chair has continued meetings re Invictus Games, who are interested in disabled boxing. Aim is for inclusion (potentially wheelchair boxing) in 2017 games in US. MA referred to previously circulated strategy and was requested to re-circulate Discussion around an individual potentially to be involved in EB – CH is following up. AP: MA to re-circulate disabled strategy to Board</p> <p>AIBA Structural/personnel changes within AIBA. Discussion held re EB hosting an AIBA meeting –</p>	<p>D</p> <p>D A</p> <p>A</p>

	<p>GB is pursuing this, DB to work with GB and follow up. Discussion re lack of AIBA coaches and how this can be addressed. This issue is referred to as a risk in Talent update presentation – section 7 AP: GB & DB to follow up potential hosting of AIBA meeting</p> <p>APPG report MA updated board on current status. DCMS MP (TC) has requested to lead the APPG meeting re boxing report. Looking to be scheduled mid-November. Discussion around possible individual to represent boxers. AP: MA to ensure meeting is co-ordinated and keep Board updated.</p> <p>Boxing Advisory Panel - Date confirmed by MB as Monday, 28th September. Initial panel meeting to be held centrally in Sheffield. MB to Chair with HH in support. Discussion and agreement re attendees/invitations. MA to arrange comms by Friday, listing invitees (Regional reps, clubs, connected individuals) and MA to comms out list of actual attendees once confirmed. Proposed initial comms to be with Directors and approved for circulation on Friday 17th.</p> <p>Chair raised the issue of the proposed Secretaries meeting on 27th July, where it had been indicated that possible discussion was to take place re potential breakaway proposal. A Director referenced a recent court judgement which stated “ an NGB is free to stipulate that its members should comply with its rules and, if that is not acceptable, then people are free to operate independently or in combination with others”. MA noted that members can also call an EGM in accordance with the EB Articles. MA was requested by Board to include suggested comments re Secretaries meeting, including preparing for Advisory panel and reminder of Code of Conduct requirements within comms. AP: DB to arrange comms as agreed, for circulating 17th July AP: MA to arrange additional comms to follow, once attendees at BAP confirmed.</p> <p>Directors – discussion took place around 2 possible resignations of Directors and contingency discussed for areas covered. LL offered to stand down from one SC to cover another’s workplan, if required. Further discussion to be held in section 6 re budgetary requirements of recruitment. AP: CH to speak to Directors involved and update DB/LL</p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p>
<p>Item 5</p>	<p>Risk Register MA/DB had added items to the register following recent meetings and provided it to the relevant SC for amends/additions/review. LL confirmed that the HR, Legal and Compliance SC had reviewed the register and had suggested some reformatting. LL informed the Board that some of the risk scores required further review as he felt they were not suitable and that he would circulate the reformatted register when finished for this to be re-considered.</p> <p>MA went through the current information on the register and a Director asked about Talent & Performance risks. MA confirmed that these were included in a presentation in a later agenda item and were to be added to the register after this meeting. A discussion was held regarding the T & P funding and operation and MA confirmed that other Home Nations, EB and SE all wanted this to be returned asap. The Performance team was on schedule for the transfer to be completed at the end of this financial year. MA informed the Board that there were HR considerations within the transfer and these would have to be dealt with in accordance with TUPE/HR legalities. AP: LL to reformat and provide updated register AP: MA to add T & P risks as shown in later presentation</p>	<p>A</p> <p>A</p>
<p>Item 6</p>	<p>Finance, CEO Report & SE Update</p> <p>Boxing Advisory Panel Previously discussed in Chairman’s update– see point 4</p>	

	<p>Implementation plan update MA informed panel that the meeting to discuss Implementation Plan had been postponed by SE to September, following what appears to be potential changes emerging in sports funding strategy at SE. MA confirmed that 2 CSO's had already resigned and moved on to other jobs.</p> <p>MA updated Board with draft P & L and Actual V Forecasted budget, following final submission of figures having been sent to SE re the award spend. MA explained that, due to knock on effect of funding delays in Y1 there is some underspend allotted to projects that are still in progress. P & L shows initial underspend of £174k for year. This is underspent award funding of which approx £25k will need to be returned to SE, due to unspent Exchequer funding (re salary underspends). EB have realigned the award, as agreed by SE during previous meetings earlier this year and now awaits confirmation of any carry-over from SE of the remainder of the non-exchequer funds. – decision due shortly after 7th August AP: MA to confirm any carry forward of funds to Board, when info rec'd from SE</p> <p>CRM update MA referred to a power point of preferred suppliers' information regarding upgraded system. They had met with DB and requirements were discussed for specific modules. Presentation showed a proposed timeline to be scheduled in 2 phases – Phase 1 to include upgraded database, club & individual membership, event planning and payments system - upto Nov 2015. Phase 2 with any additional requirements from December/January onwards.</p> <p>DB confirmed that she was in discussion re the payments system as the upgrade did not have an upload system built in to enable transactions to be added automatically into Sage but supplier was researching an API to allow this. DB also was working with bank on how monies into bank account could be integrated/uploaded automatically into Sage accounts package. FM stated that the supplier had indicated during the initial meetings that the API was already available/in place and that this was a potential "showstopper" given the resource limitations for manual upload/intervention. DB to revert back to supplier for confirmation that auto-upload could be done before confirming any further action to be taken with the suggested upgrade. FM requested telcon with preferred supplier if this was not the case AP: DB to refer back re API & payment automation and update FM on outcome, with telcon to follow as req'd.</p> <p>DB updated the Board on the registration anomalies found during her review of some clubs within one of the Associations. A discussion took place regarding the issues found and it was agreed that DB would arrange for the clubs to be contacted to verify registration to mitigate any insurance risk. DB to feedback findings to Board AP: Clubs to be contacted to verify anomalous registrations and report back to Board</p> <p>FM updated the Board on her meeting with another organisation and their current product/database. Discussion took place regarding potential use of it by EB and related costs. Current product is not the right choice for EB per se but further, open discussions re EB's intent may be useful. FM to follow up. Board discussed parameters of any further meeting and the proposed financial limits and approved for further contact/discussions to be made in line with these. FM to report back to Board with any update AP: FM to arrange further discussion/meeting in line with approved limitations and report back to Board</p> <p>INED Recruitment Targeted recruitment is for 3 potential INEDS, to cover resignations and end of term of service for existing INED. A discussion took place regarding preferred suppliers and budget limits. A supplier and spend limit was approved.</p> <p>Directors were asked to put forward any names of interested/potential candidates for collation within the next 10 days, so that the recruiters could be notified and include them when advertising the positions/vacancies AP: All to provide any potential candidates to DB for onward transmission in next 10 days</p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p>
--	---	-------------------------------------

<p>Item 7</p>	<p>Reports to the Board & Strategic Action Plan Review</p> <p>Only the HR, Legal and Compliance Subcommittee had met since the last Board meeting and a representative (GV) had been invited to the meeting to update the Board on its outcomes.</p> <p>Disciplinary Procedures GV confirmed that, following previously circulated amendments to these, the updated procedures were now accepted and ready. He confirmed there would be a time delay in rolling out procedures as specific training had to be undertaken initially. GV will arrange for the training of Regional teams (all Associations) and then launch the procedures.</p> <p>GV will provide awareness training for all Directors – which will take place immediately following the next Board meeting. The meeting will have an earlier start/finish time so that training can be undertaken directly thereafter.</p> <p>Actions & approach approved unanimously AP; DB & GV to organise follow on session at next Board meeting</p> <p>Child Protection GV informed the Board of the current situation regarding cases where an individual may be found “not guilty” in court but where EB still had to establish if the individual was a threat to child protection, through hearings/case reviews. Establishing any threat in this way formed part of statutory procedures that EB must follow and sometimes there was no co-operation by the Police re supply of evidence for these cases. A discussion took place in which it was agreed that GV should take legal advice from SE based on their experience on this issue with/through other sports.</p> <p>The Chair asked to see the legal advice given to bodies that were driving sports to undertake these hearings/case reviews after individuals had been found not guilty by a court. He stated that EB should undertake its own investigations without having to rely on Police evidence. AP: GV to report back to Board re legal advice sought from SE. AP: GV to supply information to Chair re legal advice given to the bodies who are insisting on further (statutory) hearings within sport to establish the CP risk/threat</p> <p>Welfare Officers GV stated that whilst the CP unit at SE had given EB a “green” status it was essential that the sport/NGB supported CP and welfare by enabling it to be built into the fabric of the sport and not allowing it to become a tick boxing exercise.</p> <p>GV stated that the training of welfare officers was not as good as it should be in some Associations and also that the Directors should receive training. He asked the Board to consider what the sport wants to happen if a club or region were shown to be non-compliant. GV suggested that all Welfare Officers should be properly certified and that the role be given the recognition and status needed in order to deliver the sports requirements.</p> <p>The Board agreed that a directive was needed on this issue for all members/Associations, that certification, as suggested, was the way forward and that they also needed training. They would consider a formal proposal from GV re honorariums/contractual arrangements.</p> <p>It was agreed that Director training could be added to the disciplinary training to be completed following the next Board meeting. AP: GV to proceed as agreed re training & certification of Welfare Officers AP: GV/Subcommittee to provide proposal re contractual arrangements/payments re Welfare Officers AP: GV and the subcommittee to provide a directive for Associations/members as suggested for approval by the Board AP; DB & GV to organise follow on training session for Directors at next Board meeting</p>	<p>D A</p> <p>A A</p> <p>A A</p> <p>A A</p>
----------------------	--	---

	<p>Development Update</p> <p>Disability Strategy MA commented on the disability plan, which had been previously circulated to the board and had now been provided to the Member and Development SC ahead of their last meeting. He confirmed that it had been previously agreed that ML & DC had previously been assigned to take this forward. The Board agreed that this would continue as previously approved All agreed</p> <p>Sectarianism in N.I. MA updated the Board in relation to an Independent review undertaken by Irish boxing in relation to the above and that it was likely that EB would be approached to input into discussions around solutions. MA requested that the Board support EB discussions on this when they take place. Approved unanimously</p> <p>Talent Update MA presented the Talent & Performance update in the absence of DC</p> <p>Head of Talent – Discussion took place around this recruitment. Second interviews are due to take place for 2 candidates. The Board agreed that any appointment must have the approval from the EB Board AP: MA to inform the recruitment panel that appointment must have the approval of the EB Board.</p> <p>TASS MA confirmed that boxing was now working with TASS and that support under this scheme was through GB boxing, as TASS requirements were around “podium potential” athletes. MA confirmed that support was not of a financial nature.</p> <p>Tech Rules, R & J's and Championship SC To meet on 1st Aug. DN Confirmed that Championship entry forms would be available for circulation in next 24 hrs.</p> <p>Medical SC DB confirmed that several Dr's had attended the Boxing Medical Services Seminar and it had been agreed that they would disseminate their learning across association medical providers as part of the agreement for having expenses covered to attend.</p> <p>Membership and Development SC HH to send the reformatted Welcome document to DB as agreed. The last meeting had been inquorate so no report provided and the meeting was to be reconvened.</p> <p>Audit SC CEO & Ops Manager to meet with auditors on 17th July to initiate closing of accounts. Fieldwork to commence late August with view to completing sign off of account in early October. DB will contact FM after fieldwork re meeting dates for draft account review and sign off.</p>	<p>D</p> <p>D</p> <p>A</p>
<p>Item 8</p>	<p>Executive Session No Executive Session took place.</p>	
<p>Item 9</p>	<p>AOB White Collar/Unlicensed boxing - To be added to next agenda</p> <p>Letter from Field Fisher DB informed the Board re letter from the above addressed to AIBA but copied into EB</p>	

regarding Ampro restrictions. Board agreed this was AIBA business - no action by EB

Letter from Association Member regarding Freedom of Information request

DB informed the Board of a follow up letter from a previous request, which was denied on various grounds, not least because the FOA does not apply to EB, which is not a public body. The Board agreed that its position had not changed since the initial letter and a suitable response relating this to be forwarded to requested by NGB office.

AP: DB to provide response

A

CONFIDENTIAL DRAFT