



**ENGLAND BOXING LIMITED  
BOARD OPERATIONAL MEETING  
DATE: 14<sup>th</sup> September 2015  
Time: 11.30am – 3.15pm**

<b>Item 1</b>	<p><b>Present</b> Attendees:- C Hobbs (chairman) CH, D Newth (DN), F. McKelvie (FM), D. Chapple (DC), G Brugnoli (GB), , M.Abberley (MA) -CEO &amp; Company Secretary, D Barnard (DB) – Secretariat &amp; Operations Manager (DB) R Tulley (RT) – Development Manager G Valentine (GV) – Compliance Manager</p> <p><b>Apologies</b> – H. Herbert (HH), M Byrne (MB), L Leo (LL), M. Loosemore (ML),</p> <p>The Chair informed the Board that MB had not been able to attend due to illness and therefore the meeting was not fully quorate as a Board meeting, but would go ahead on an operational basis with MB to be consulted by the Chair following the meeting to discuss any items where actions were proposed to ensure that no actions are taken without quorum being attained.</p> <p><b>Addendum:</b> 18.09.15: Chair has confirmed discussions with MB (INED) following meeting – decisions and actions approved 24.09.15: Written confirmation from MB that all decisions/actions have her approval</p>	<p>I = Information D= Decision A= Action</p>
<b>Item 2</b>	<p><b>Declaration of Interests</b> CH – BABA, GB - BABA</p>	<p>I</p>
<b>Item 3</b>	<p><b>Minutes of last meeting, action points and matters arising</b> Minutes approved – no amendments <b>Approved</b></p> <p><b><u>Matters Arising</u></b></p> <p><b>AIBA</b> GB and Chair or CEO to arrange to meet with KB of EUBC now structural changes completed at AIBA.</p> <p><b>Unappointed INED List from SE</b> No longer required following discussion with Odgers Recruitment</p> <p><b>Directors Resignation</b> CH confirmed that the resignation had not yet been confirmed and that he would refer to this in the Board Restructure section of the agenda.</p> <p><b>Letter to Secretaries re meeting</b> – Completed</p> <p><b>Boxing Advisory Panel</b> CH requested update re additional invitees for the above. MA provided the 2 names and confirmed he was awaiting confirmation of attendance this week. CH stated that he would like a reserve put in place but no names were put forward. DB confirmed clubs had also been</p>	

	<p>invited via the CSO group and that formal invitations to be circulated this week to Associations/clubs as a reminder .DB to check with HH re his attendance in support of MB  <b>AP: Additional names to be forwarded to MA asap</b>  <b>AP: DB to check with HH re attendance and circulate final reminder re attendance by Associations/clubs</b></p> <p><b>Registrars Meeting</b>  DB confirmed that this had taken place and that she would have a brief update for the Directors, in Section 7, pending minutes being produced</p> <p><b>Risk Register</b>  LL was not in attendance to update re any issues fed back to him from last meeting.  <b>AP: To be updated at next meeting by LL.</b></p> <p><b>Disability Plan</b>  No update provided.  <b>AP: DB to request an update from ML re action point outstanding</b></p> <p><b>Junior Development Championships</b>  <b>East Mids, Western, Home &amp; London Boxing Associations</b>  Chair thanked DN, the EB staff and EB members who supported and facilitated the delivery of the recent Association rounds of this event. Feedback received was that they were delivered to a good standard and that all had done an excellent job in ensuring they went ahead. Letters of thanks to be sent to those concerned.</p> <p>A discussion took place regarding part played by those Associations/Association officers in attempting to impede the delivery of the Championship rounds. It was agreed that Association Executive Committees would be informed that the reason for the existence of Associations was first and foremost to enable, facilitate and promotion boxing within their designated areas and any who act to the detriment of this would be dealt with under the Code of Conduct, as their action were bringing the sport into disrepute. With immediate effect Executive Committees would be informed that should an Association wish to implement any rules outside of, in addition or in a different form to those laid down by the Board, those rules must be forwarded to the NGB for consideration by the Board and approval be sought for implementation. CH will make a request to the Compliance, Legal and HR Subcommittee that they should commence work in reviewing the issues and make a recommendation to the Board on how these matters should be dealt with, providing a structure to be put in place, the first of which should be a requirement to promote boxing</p> <p><b>All Approved</b>  <b>AP: CH to instruct Compliance, Legal &amp; HR Subcommittee re Association requirements</b></p>	<p>A A</p> <p>A</p> <p>A</p> <p>A A</p>
<p><b>Item 4</b></p>	<p><b>Board restructure - Chairman's Update</b></p> <p>There was a closed executive session for which the CEO &amp; Operations Manager were requested to leave the room.  <b>Meeting reconvened at 12.40pm</b></p> <p><b>NGB Recruitment</b></p> <p>CH notified all present that MA was leaving the CEO position. The Chair and Directors thanked MA for the excellent job he had done in steering EB through a very busy and often tumultuous time during the last 4 years. They stated that he would be missed; his support and assistance to each of them had been excellent and wished him well for the future. CH confirmed that an interim CEO would be appointed, pending recruitment to the position and confirmed that a statement/press release would be made following the notification to staff. MA requested that the information be kept confidential by all, until staff were made aware</p> <p><b>All agreed</b></p>	

	<p>CH stated that he had not yet confirmed the resignation of one Director (as previous minutes), but that that this would be completed within the next 48 hours.  <b>AP: CH to confirm resignation of Director within next 48 hours</b></p>	A
<b>Item 5</b>	<p><b>Risk Register</b>  See Item 3 – update to be provided at next Board meeting</p>	
<b>Item 6</b>	<p><b>CEO Report</b></p> <p>MA stated that due to the above his primary activity has been in closing down work based on his leaving EB. There are currently 4 pieces of work continuing as follows;-</p> <p><b>Submission - Funding bid – 1 CSO Support 2016-17</b>  Meeting with SE regarding CSO plan. MA updated the Board on the content of the bid for additional funding for 16-17, which needs to be made via a Reward/Incentive application. CH is required to provide some commercial information to support this. EB should know the outcome by end October. Current CSO resource, following resignations is 5fte, plus 2 remaining @ 0.2fte each – total therefore being 5.4fte. Suggested work areas/boundaries have been set around numbers as opposed to geographical locations, in line with SE requirements/interests. Board to be informed once response received from SE and budget/strategic plan discussions should take place when the sport knows whether or not any further funding would be available.</p> <p><b>Submission - Funding bid 2 – Major Event funding</b>  A further funding application is to be submitted in relation to major event funding for the British Lionhearts. Part of this bid would go to GB Boxing/BABA. Pre-application work completed, actual bid to be submitted on 22<sup>nd</sup> September. A CSO is included in that bid.</p> <p><b>Submission – DCMS Consultation</b>  A consultation is underway by DCMS regarding the issue of sports activity/funding for the 17-21 financial cycle. Sports have been asked to answer certain questions and submit the response by the deadline 2<sup>nd</sup> October. EB is ready to submit their response.</p> <p><b>Talent Pathway Manager</b>  The above recruitment is now complete and the TPM is now in place.</p> <p><b>CRM</b>  FM is to meet with preferred supplier tomorrow (15<sup>th</sup>) with an additional meeting with the second interested party the following week. Some exchequer funds could potentially be carried over from 2014-15 (£22k) to put towards CRM funding but this is yet to be confirmed by the SE Relationship Manager</p> <p><b>SE Relationship Manager</b>  It's likely that there will be a change in the SE Relationship Manager for EB – date yet to be confirmed</p> <p><b>Accountable Officer</b>  This is a requirement by SE and is normally the Chair or CEO of EB. CH confirmed that he will be the Accountable Officer until new CEO recruited  <b>AP: DB to inform SE Relationship Manager</b></p>	A
<b>Item 7</b>	<p><b>Reports to the Board &amp; Strategic Action Plan Review</b></p> <p><b>Technical Rules, R &amp; J's &amp; Championship SC</b>  Recommendations to the Board were provided ahead of the meeting, along with documentation to support the Officials Working Party and related information.</p> <ul style="list-style-type: none"> <li>• Recommendation 1 – completed already</li> <li>• Recommendation 2 – To be presented at end of this section</li> </ul>	

	<ul style="list-style-type: none"> <li>• Recommendation 3 - EB is working towards officials being registered nationally as opposed to clubs. Comms to be circulated following FM's meeting with preferred suppliers</li> <li>• Recommendation 4 – To be considered</li> <li>• Recommendation 5 – Minors Championship to be considered for 15-16 season. There is currently only 1 Association that is not running a Minors Competition. Semi-finals &amp; Finals could be run by NGB, potentially alongside Schools finals. Financial implications for NGB to be considered and reported back to Board for discussion/decision</li> </ul> <p><b>AP: DN to provide financial implications information for Board to consider</b></p> <p><b>HR, Legal and Compliance Subcommittee</b> –minutes provided prior to meeting</p> <p>GV attended the meeting and updated the Board as follows;-</p> <p><b>Case 1</b>  The Case Management Review Panel (CMRP) has determined that case to go ahead under disciplinary procedures. Notice of Charge to be sent out. CMRP will recommend a Chair, who will select additional 2 panel members for hearing. Board to review suspension in light of the case going to Disciplinary panel. MA to speak to lawyer re advice on extending suspension. Disciplinary Panel, alone, will establish outcome and determine any sanctions should there be a finding of guilt. Board will not be involved in this process.</p> <p><b>AP: MA to speak to lawyer regarding extension of suspension pending disciplinary case.</b></p> <p>Discussion took place regarding a recent meeting called by an Association in which an attempt was made to upgrade the meeting to an EGM, (apparently without due process being followed) and to secure approval for financial aid to be made by the Association in relation to legal fees for an ongoing case involving an Association Member. It is not clear if this financial aid has been approved and, if so, has proper governance procedure been followed. Essentially it has been determined that this is an Association issue but the Board will keep a watching brief on the situation.</p> <p>Discussion took place regarding multiple issues being reported verbally to the office and a Director in which members were not getting registrations completed or phone calls answered in one Association. The Board determined that unless any member put these complaints formally in writing then matters could not be dealt with under the complaints procedure. If issues were reported formally action will be taken. Until such time the NGB office would support the Associations members with registrations and queries.</p> <p><b>Updated Disciplinary Procedures</b>  The next SC meeting will include approval of the upgraded process. Following this training will need to take place across all Regional Associations. Implementation of new procedures at this stage will not be detrimental to the running of the above case (Case 1)</p> <p><b>Board Directives</b>  The issue of Regional Associations not following directives given by the Board was discussed. GV confirmed that if the Board makes a directive that has been properly communicated but is not carried out by a Regional Association then that Association can be disciplined</p> <p><b>Case 2</b>  An independent Panel (formed by Sports Resolutions) have found that the individual in this case has breached every rule of CP Procedures, is a risk to children in their current form and have recommended a series of rehabilitation steps. A discussion took place and legal advice is to be sought in relation to this issue.  The decision is to be appealed against, by the individual, but reason for the appeal have not yet been received</p>	<p>A</p> <p>A</p>
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**Directors Safeguarding Training**

A representative is due to attend at 3pm to complete this training with the Directors.

**Tech Rules, R & J and Championships**

GB made a presentation to request approval for a working party to be set up to review and revamp the process of Officials Development. The presentation was well received. Financial estimates were supplied, but require refining. All in attendance agreed that this piece of work was long overdue and are keen to support this. Funding is available in SE award for 2015-16 to support the project which is estimated at 12 months duration. Any funding beyond that will need to be from EB's own funds.

Decision for working party is approved in principle, pending further work on financials coming back to Board for final confirmation. Office can assist with financial information based on previous claims/work paid for on coaching project, to enable a more accurate forecast of total costs.

**AP: GB/MN to work with DB & finance officer who can provide more detailed financials. Funding request then to be re-presented to Board for final approval**

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DN updated the Board as follows;-

- Championships to date
- Snr Novice Finals to be held 1<sup>st</sup> November at York Hall
- Jnr Novice Finals to be held at Magna
- Combat Sport conversion matrix recently supplied to the Associations (which received positive feedback).
- Meeting with Young Boys & Girls Assoc on 16<sup>th</sup> Sept at EIS re November tournament

A discussion was held regarding Associations' interference in the Jnr Novices. The SC are to draft a formal communication regarding any future interference and the consequences. Board to approve the draft comms for circulation

**AP: SC to draft suitable comms for approval by the board.**

A

**Audit SC**

FM to meet with MA to discuss handover re current audit of accounts

**Talent, Performance & Coaching**

**Talent Update**

DC gave presentation (to be circulated) re Talent & Performance work. Currently ahead of SE required outcomes. Plans underway to provide a webpage/landing page to provide ease of access for members for all talent information.

DC confirmed that the New Talent Pathway Manager to be invited to next Board meeting

DC suggested that the Board should discuss/review the timing of the return of the Talent Work at the next meeting

**Coaching Update**

RT gave the Board an update on the current position of the Coaching Review project. He stated that the following was still outstanding and needed a decision/approval by the Board;-

- Cut off date for all current course content to be replaced by the new content
- Fee/payment structure for courses, educators and assessors
- Process to be implemented for booking and payment of courses

The Board asked that the SC put forward their recommendations for a fee/payment structure, for approval

**AP: SC to provide a paper with all recommendations for the above to the Board for consideration/approval**

A

RT also explained that the SC currently had no Director chairing it as NG (previous Chair) had not been present for the last 2 meetings and asked who would be chairing the meetings in future as RH was assisting only as Secretary. CH confirmed that he would have more information on that within the next 48 hours, once he had spoken to the previous Chair.

	<p><b>Membership &amp; Development SC</b> No update received following last Board meeting. Last meeting was inquorate. Meeting rescheduled but not yet taken place</p> <p><b>Medical SC</b> No update received. Disability update outstanding</p> <p><b>Registrars Meeting</b> DB confirmed that this had taken place and was well attended. Group had discussed all items on the agenda including the changes to the DPA, various processes, database issues and potential upgrade of CRM. In addition the Terms of Reference had been reviewed, with a discussion on honorary payments. Some action points had been discussed and minutes, plus action points would be provided to both the Registrars and the Board to fully update them of the outcomes. It had been agreed that there would be a further meeting, most likely before the end of the year in relation to the upgrading of the database/CRM system.</p>	
<p><b>Item 8</b></p>	<p><b>AOB</b></p> <p><b>Funds from an Estate</b> – DB informed the board that the funds due, as notified by the solicitor of a deceased member, have now been received into the account.</p> <p><b>Letter to SE re financial information request</b> – DB informed the Board that they had been provided with a copy of a letter by SE regarding an information request. SE must make a response as the letter was addressed to them, but DB will circulate the letter for the Boards consideration/comment on contents for feedback to SE. DB commented that the letter had some inaccuracies in content when relating what had previously happened.</p> <p><b>AP: DB to circulate SE letter to Board Members</b></p> <p><b>Registrar and Secretary support</b> DB updated the Board on the current position being provided to an Association in support of the above mentioned tasks and reported several negative comments and calls being received into the NGB and to various Directors. The Board stated that if a written complaint were to be received this should be forwarded as per current processes, for any actions to be completed/ considered.</p> <p>Due to time constraints the following business has been carried forward c/fwd</p> <ul style="list-style-type: none"> <li>• Chairman's Annual review</li> </ul> <p><b>Next Meeting – the next meeting will be scheduled for either the 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> November, depending on availability of Directors</b></p>	<p>A</p>