



**ENGLAND BOXING LIMITED  
BOARD MEETING  
DATE: 18<sup>th</sup> January 2016  
Time: 11.30am – 5.15pm**

<b>Item 1</b>	<p><b>Present</b> Attendees:- C Hobbs (chairman) CH, D Newth (DN), , D. Chapple (DC), G Brugnoli (GB), H. Herbert (HH), M. Loosemore (ML), A Patel (AP), P. Beard (PB) P Porter – Interim CEO D Barnard (DB) – Secretariat &amp; Operations Manager (DB)</p> <p><b>Apologies</b> – M Byrne, T. Okunniwa</p>	<p>I = Information D= Decision A= Action</p>
<b>Item 2</b>	<p><b>Declaration of Interests</b> CH – BABA, GB – BABA, DN – EUBC, ML - EUBC &amp; BABA</p>	I
<b>Item 3</b>	<p><b>Action points &amp; Matters Arising</b> Minutes considered and approved, pending one item to be discussed re Selection Policy (See reports to the Board).</p> <p><b>Action points:-</b> <b>Disability Boxing</b> – See reports to the Board</p> <p><b>Minors SF &amp; Final</b> – Capacity to include in Schools with no financial implications. Regions to be consulted as to whether they want this including. Financial implications if EB to undertake this event outside of Schools. <b>AP: Consultation document to be set up and circulated to regions - PP</b></p> <p><b>Director recruitment</b> – 4 applications received, further extension to avert for 2 more weeks Interviews to take place in March – London. Panel to include Chair/1 INED &amp; 1 Boxing Director. I/V questions currently being reviewed by HR, Legal &amp; Compliance SC. <b>AP: Extend ad for 2 weeks, set up interview requirements – NGB Office</b> <b>AP: Director questions to be provided – MB (Chair of SC)</b></p> <p><b>Master Coach Criteria</b> – Up skilling of coaches covered in Talent &amp; Performance Update – section 7</p> <p><b>EUBC, AIBA &amp; BBBof C meetings; –</b></p> <ul style="list-style-type: none"> <li>• <b>EUBC</b> - representatives are M Norford (R &amp; J's), D Newth (Competition), A Coulson (Women), M Loosemore (Medical). DN assigned to working party re Schools event. Resolution passed to offer 3 year bid for competition packages, (which suits UKS &amp; SE funding cycles - )more info to be provided when available. completed . WSB commission requires a representative. MH approached and in favour. MH (BABA) proposed/seconded – approved unanimously. Requirement that Home Nations are reported back to following meetings.</li> <li>• <b>AIBA Commissions</b> – EB have put package together to host AIBA commissions meetings (February). 150 delegates to attend (approx). Venue – Manchester. GB asked that Lynette Mayo be mentioned and thanked by the Board for doing an outstanding job in pulling this together.</li> </ul> <p><b>All above approved unanimously</b></p>	<p>A</p> <p>A</p> <p>A</p> <p>D</p>

	<p><b>BBB of C</b> – WCB paper (see back papers) discussed. Agreed to put out joint statement re WCB. Previously written press release to be reviewed by lawyer and then forwarded to BBB of C for review and their additions.</p> <p><b>All approved</b></p> <p><b>AP: Provide WSB statement to lawyer for review - DB</b></p> <p><b>AP: Forward info to BBB of C and obtain input – PP</b></p> <p><b>National Conference</b> – In process for later in year as per Nov Board meeting</p> <p><b>Risk Register</b> – Update in Section 6</p> <p><b>Accounts</b> – All points completed, except issue re property income – deferred for discussion at later meeting</p> <p><b>Solicitor review</b> – Commenced. DB in discussions with MB recently and to be undertaken by HR, Legal &amp; Compliance SC with assistance from DB.</p> <p><b>Local Rules</b> – completed</p> <p><b>FIA request</b> – no update</p>	<p>A</p> <p>A</p>
<p><b>Item 4</b></p>	<p><b>Chairman’s Update</b></p> <p>CH introduced the 2 new INEDS in attendance, Alkit Patel &amp; Philip Beard, who had been recruited and approved by the Board during November &amp; December and welcomed them to the meeting. Round the table introductions were completed.</p> <p>Chair provided an update for the new Directors as follows:-</p> <p>CRM upgrade, Commercial progress (further updates in section 7) and requested any input re Elites finals from the INEDS would be welcome.</p> <p>Finance Overview Report – CH stated that commercial work on track for income so no adjustments to be made to budget at this point – Board should be comfortable with figures quoted . PB commented that there seemed to be a lot of interest commercially and Finals should be used as the key to draw in more interest/income.</p> <p>CH informed that he has a meeting with Boxing Scotland, who have currently resigned their position with GB.</p> <p>Board Structure – pending recruitment of Boxing Directors, as per action points in previous section.</p> <p>CEO position – currently interim, new permanent CEO to be recruited in an open/full recruitment process. PP had confirmed he would like to be considered for the role. CH has a meeting with SE on Wednesday in connection with CEO recruitment.</p> <p>Disabled Boxing – Chair confirmed the commitment with SE in this area was to have a formal strategy in place – this was underway.</p> <p>Portas review – to be circulated to Directors.</p> <p><b>AP: Circulate Portas review to new Directors – DB</b></p> <p><b>AP: Company Secretary (FM) &amp; Chair to provide INED approval documentation and appointment date to DB for formal records and enable registration at Companies House</b></p>	<p>A</p> <p>A</p>
<p><b>Item 5</b></p>	<p><b>Risk Register</b></p> <p>Risk requests sent to all Directors for items to be added. Register to be re-formatted and all</p>	

	<p>items added <b>AP: PP &amp; DB to update and circulate</b></p> <p><b>Self-Assurance</b> DB has provided input for Management response to SE Self Assurance report from Moore Stevens. <b>AP: Chair to review and respond</b></p>	<p>A</p> <p>A</p>
<b>Item 6</b>	<p><b>Finance &amp; SE update</b></p> <p><b>Finance</b> Overview report, including background, provided ahead of meeting for review (see back papers), along with summary figures &amp; P &amp; L. Areas of overspend were highlighted, in particular Championship support, some of which were for non-forecasted additional costs to the Sport, in hosting Association rounds of development Championship earlier in season, based on some Associations' refusal to host.</p> <p><b>Planning day update</b> DC reported that he had attended the NGB planning day, which was to map out the finance for the remainder of the year and into the financial year of 2016-17. He noted that it is clear that EB's income is not increasing sufficiently and quickly enough to support the strategic plans and that a risk should be noted in this respect.</p> <p>See Chairman's update (section 4) – no amendments required to EB budget at this time.</p> <p><b>Sport England Meeting</b> Meeting with SE last week – SE are pleased with figures (increased significantly in 16-25). Slightly behind with 26+ but no further action to be taken. APS to be replaced by Active lifestyles from 2017, Participation to be measured from 5yrs upwards in new cycle. Relationship managers not yet aware of financial implications of new strategy. Boxing does impact considerably on the harder to reach areas of the community so are well placed. May mean a bigger slice of smaller funding available but yet to be seen. See Sections 4 &amp; 5 for relevant points, (which were brought forward during the meeting).</p>	<p>I</p>
<b>Item 7</b>	<p><b>Reports to the Board &amp; Strategic Action Plan Review</b></p> <p><b><u>CEO Report</u></b></p> <p>See back papers for report - highlighted points as follows:-</p> <ul style="list-style-type: none"> <li>• Satellite clubs – 3<sup>rd</sup> ranked in all sports.</li> <li>• Sportivate awards 3 out of 12 went to boxing</li> <li>• BAP to go to relevant SC's for consideration (AP – PP). Need to ensure rotation of clubs. Requested to split into 2 meetings North &amp; South to enable more grassroots participation – agreed by all.</li> <li>• APPG re-launch April at House of Commons– needs £7k for facilities – approved.</li> <li>• Coaching – level 2 needs to be in place within 1 year of level 1</li> </ul> <p><b>AP PP/DB to find list of previous APPG invites and provide for review</b> <b>AP: TO to set up Communications SC – PP to get info from TO to organise this</b></p> <p><b><u>Technical Rules, R &amp; J &amp; Championship Subcommittee</u></b> Minutes provided ahead of meeting. recommendations as follows:-</p> <p><b>4.1 NAGBC</b> – Event to be permitted for a further year and to be reviewed. Issue around national spread of officials must be addressed at next meeting and NAGBC requested that the requirement to have officials attend from around the country be met. NAGBC to meet the</p>	<p>A</p> <p>A</p>

cost of this. If not possible then event will have to be reviewed further by the Board before any approval given. Finals to take place in December

**4.5 - Weight of boxers** - to be added to the BCR1 at each bout – either extra column or use date column on red side.

**5.4 a - Status of Boxing in England** - re professional involvement . Strategy day to be arranged in Summer to review position and include this.

**5.4b – Statement re WCB.** Already addressed in earlier agenda point.

**5.6a&b – Official appointments** – an Association can appoint a qualified official from another Association.

**AP: Circular to be sent to Secretaries confirming above – DB**

**5.9 – Officials involved in WCB** – Any official returning to EB after being involved in WCB must sign an eligibility declaration that they will no longer participate in WCB. Officials must refute WCB if taken part.

**AP: Circular to be sent to Secretaries, providing eligibility declaration for officials**

**6.0 – Computer Operators** – Office to revisit list and contact all CO's to confirm willingness and ability to undertake the role. Results to be considered re numbers agreeing and possible training of additional operators at a national Conference if required.

**AP: NGB to contact CO's as above**

**7.1 – Discussed earlier in agenda**

**7.2 – Registration period for boxers entering Elites** – If previous combat sport, eligibility rules apply. If no previous combat sport then no waiting period, but boxer must be an active member on date of entry to the Championships.

#### **Commercial Subcommittee**

See report circulated ahead of the meeting. In addition CM informed the Directors of the following;-

- Series of meetings to be held over the next 2-3 weeks in relation to the items shown in his report. In particular he drew attention to the Contender series and the interest being shown in supporting these events.
- Merchandise – in discussions with suppliers – update to follow in next 2 weeks
- Elites – meetings in Liverpool scheduled for Mon-Weds next week re the plans as described in his report. The Chair asked all Directors to forward potential table purchasers to CM, including their 3 main business contacts.
- Discussions continue with regards to the events around RFU and the reported testimonial.

#### **Medical Subcommittee**

Disabled Boxing – ML referred to the provided report. The plan looks to be in good shape. Wheelchair boxing was discussed and the potential for a bout to be included at a significant event. Wheelchair boxing takes place in several countries and the proponents of this are working with ML. Rules for the above are already outlined and ML & DC are currently reviewing them, with a further review to be done by the CMO of the Paralympics.

#### **HR, Legal and Compliance Subcommittee**

Minutes and recommendations provided ahead of the meeting. A discussion was held regarding the Articles of Association and it was agreed that they would be reviewed this year,

A

A

A

	<p>as it was now 3 years since implementation. It is a governance requirement that they are reviewed at least each 4 year cycle.  <b>AP: to add review of Articles to current workplan</b></p> <p><b>Risk Register items – noted and to be added</b></p> <p><b><u>Recommendations:-</u></b></p> <p><b>Disciplinary Procedure (pre-circulated) - accepted - no objections were noted/raised</b></p> <p><b>Panel Members –</b> Board agreed to review names but request regarding payment of daily fees to panel members was rejected, based on the role holders undertaking these duties as volunteers. Travel and subsistence payments will be made in line with current volunteer expenses policy.</p> <p><b>Code of Conduct – accepted as noted</b></p> <p><b>Resource Documents – accepted as noted</b></p> <p><b>Offer to review the above - accepted as noted</b></p> <p><b>Compliance Function employment – further employment of compliance personnel rejected due to financial restrictions.</b> SC was requested to explore the issuing of filling the vacancy currently on the SC, taking into account the expertise required re above issues.  <b>AP: DB to speak to MB regarding applications.</b></p> <p><b>Letter to Child Commission and Home Office. – accepted</b>  <b>AP: GV to draft letter for CH to sign off</b></p> <p><b><u>Performance &amp; Coaching Subcommittee</u></b>  M Utley attended on behalf of the Coaching work stream and presented the following items for consideration;-</p> <p><b>Roll out of L1 course – recommended as 1<sup>st</sup> June 2016</b>  <b>Agreed, in line with CRM payment system being up and running</b></p> <p><b>Inexperienced Coach Educators</b>  All new coach educators required to shadow an experienced coach educator. Involves approx 15 people – additional costs required in relation to travel costs.  <b>Agreed - including slight overspend on coaching budget if required</b></p> <p><b>Coaching Course Delegates</b>  Before attending a L1 coaching course all delegates must :-</p> <ul style="list-style-type: none"> <li>• Undertake a Child Protection &amp; Safeguarding course (refer to GV)</li> <li>• Have valid and current DBS clearance</li> <li>• Be certified as First Aid trained</li> </ul> <p><b>Agreed</b>  <b>AP: M Utley to provide First Aid Supplier details to DB</b></p> <p><b>Funding to support branded clothing for Coach Educators</b>  SC to speak to Commercial Manager re requirements</p> <p><b>Insurance Cover for Coach Educators</b>  Will activity be covered by EB current Insurance  <b>AP: DB to check with Insurers on requirements to include in policy</b></p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>D</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p>
--	--	---

	<p><b>Level 2 Implementation</b> To be no later than one year after L1 implementation <b>Agreed – latest date to be implemented June 2017</b></p> <p><b>Delivery of Coaching Courses</b> Options to be provided but issue discussed briefly with the following points highlighted;-</p> <ul style="list-style-type: none"> <li>• 20 delegates @ £125 each per course</li> <li>• EB to source venues/advertise &amp; take payment centrally</li> <li>• Income to cover all costs</li> <li>• Any remaining funds to be split equally between NGB and relevant Association.</li> <li>• Associations could supply suitable venues at free/reduced rates to increase share of income</li> <li>• Potential for upto £1250 to be split</li> </ul> <p>An item was raised by DN regarding the issue of certificates by an Association, which were unauthorised by EB. This is to be passed to GV/Compliance to be investigated. <b>AP: DN/GB to pass information to GV for investigation</b></p> <p><b>Championships</b> See previous items for update and discussions regarding Elites planned income and meetings. DN informed that ticket sales had been opened in November, giving a better lead up and stated that last year’s sales had been lower than initially suggested, based on number of free tickets given out.</p> <p>DN raised issue of accreditation being requested for non-coaching personnel for GB boxes competing in elites. Issue to be referred to Tech Rules SC for consideration at Meeting in February and recommendation to Board. <b>AP: TRRJCC to review issue of accreditation for non-coaching support for boxers</b></p> <p><b><u>Clubs and Membership Development Subcommittee</u></b> Not met - no report</p> <p><b><u>Talent &amp; Performance – England</u></b></p> <p><b>Selection Policy</b> Board agreed that amendment to be made to previous minute, in that any “material” changes to the policy be approved by the Board. <b>AP: DB to amend previous minutes</b></p> <p>D Thorley and R Gibson made a presentation to the Board (see back papers).</p> <ul style="list-style-type: none"> <li>• Discussion re costing for European Schoolboy event and camp - £29k, in June last year from Talent funding. DB to work with DC to review the issue. Potential for EB to have to cover this cost as Schoolboys outside of the SE 14-25 age group</li> <li>• Board were asked for thoughts on the “spiritual home” for England Boxing.</li> <li>• DN requested that the 75% win ration for females be reconsidered</li> </ul> <p>GB noted his review of the content of the financial report and the concern it raised, for him, with regards to the funds required to support the strategy going forward.</p> <p>The Chair acknowledged these concerns and stated that it was the role of the Commercial Director and Manager to generate some short term income, with medium term plans to fill this gap. CH stated that he felt comfortable with the current situation and commercial income plans but that additional effort needed to be made in order to realise additional income.</p>	<p>D</p> <p>A</p> <p>A</p> <p>A</p>
--	---	-------------------------------------

	<p><b><u>Development</u></b></p> <p>RT gave an overview of the latest government Sports Strategy report, recently published and the following points were made;-</p> <ul style="list-style-type: none"> <li>• Restructure of Government funding</li> <li>• Grassroots work would now encompass 5yrs+ (as opposed to current 14yrs+)</li> <li>• Compulsory Spending review – flat cash settlement, but will be spread further</li> <li>• Mixed economy – funding not just to NGB’s going forward</li> <li>• Policy suited to Boxing as its targets will be areas such as girls/women, disabled, socially excluded</li> <li>• Mandatory Code of Governance will be in place for receipt of funding</li> <li>• Participation may include attendance at events</li> <li>• The dependency on funding awards works against sports, according to SE</li> <li>• SE are interested in “negative modelling”, ie what is NOT happening</li> <li>• Other issues of interest within the policy were over 40’s, cadets/juniors drop off points, 16+</li> </ul> <p><b><u>Audit Subcommittee</u></b></p> <p>DC updated the Board re</p> <ul style="list-style-type: none"> <li>• Attendance at the NGB planning day and that the 2016-17 budget work was currently in progress, re budget approval process.</li> <li>• Meeting to be held to handover Chairmanship of Audit SC to AP</li> </ul> <p><b><u>CRM</u></b></p> <p>DB reported;- currently on track,</p> <ul style="list-style-type: none"> <li>• Member, Association and NGB platforms built and ready for review/testing over next 2-3 weeks.</li> <li>• Medical Section now being looked at and ML’s platform being considered by supplier re suitability for bolting onto current system</li> <li>• Development of Event module is due to be started February – to include online Championship entries/management</li> </ul>	
<p><b>Item 8</b></p>	<p><b>AOB</b> <b>Team Manager for Commonwealth</b> Board discussed the issue and D Chapple and agreed to nominate D Chapple as Team Leader for this. <b>AP: PP to notify CWG England</b></p> <p><b>CSRT</b> <b>AP: DB to Write to B Gold and inform CSRT that new member to be nominated following exit of LL from Board.</b></p> <p><b>Medical Services Issue</b> DB raised the issue of a complaint received from an unknown doctor (not registered on list of approved EB Doctors) from one Association and subsequent information coming out of initial enquiries in connection with the provision of Medical Services within that Association. Compliance Manager has been made aware of complaint Issue and information to be forwarded to National Compliance Manager for investigation.</p> <p>The following business is to be carried over – Directors Term of Office</p>	<p>A</p> <p>A</p>

Action Points from Meeting

Item No	Details of Actions to be taken	Who by?	When by?
3	Minors SF & Final <ul style="list-style-type: none"> <li>consultation document to be set up and circulated to regions</li> </ul>	PP	End Feb
3	Director recruitment <ul style="list-style-type: none"> <li>Extend ad for 2 weeks, set up interview requirements – NGB Office.</li> <li>Director questions to be provided – MB (Chair of SC)</li> </ul>	DB MB	Asap Early Mar
3	Unlicensed Boxing Provide WSB statement to lawyer for review & forward info to BBB of C to obtain input	PP	asap
4	INED recruitment <ul style="list-style-type: none"> <li>Circulate Portas review to new Directors – DB</li> <li>Company Secretary (FM) &amp; Chair to provide approval documentation and appointment date to DB for formal records and enable registration on Companies House</li> </ul>	DB CH/FM	Asap Asap
5	Risk Register - Register to be re-formatted and all items added	PP/DB	ongoing
5	Self-Assurance - Chair to review Management response provided by DB and reply	CH	End Jan
7	APPG - Provide previous APPG invites for review	PP	Feb
7	Communications SC –Liaise with TO to set up Communications SC	PP	ongoing
7	Technical Rules Recommendations <ul style="list-style-type: none"> <li>Official appointments – Circular to be sent to Secretaries confirming above</li> <li>Officials involved in WCB - Circular to be sent to Secretaries, providing eligibility declaration for officials</li> <li>Computer Operators - NGB to contact CO's</li> </ul>	DB DB DB	Asap Asap Asap
7	HR, Legal & Compliance:- <ul style="list-style-type: none"> <li>Add review of Articles to current workplan</li> <li>Compliance Function employment - DB to speak to MB regarding applications.</li> <li>Letter to Child Commission and Home Office - GV to draft letter for CH to sign off</li> </ul>	MH DB/MH GV	Ongoing Asap Asap
7	Coaching SC <ul style="list-style-type: none"> <li>Provide First Aid Supplier details to DB</li> <li>Insurance Cover for Coach Educators - check with Insurers on requirements to include in policy</li> </ul>	MU DB	Asap asap
7	Invalid/unauthorised certificates issued by an Association – pass to Compliance to be investigated.	DN/PP	asap
7	Accreditation for non-coaching personnel for GB boxes competing in Elites	GB	Feb
8	CSRT - Write to CSRT re new member to be nominated following exit of LL from Board.	DB	Asap