



	It was agreed that a member awards evening should take place separately to the Elite finals	A
<b>Item 5</b>	<p><b>Chairman's report</b></p> <p>TO gave an overview of Caspar Hobb's report in his absence. The following items were raised;</p> <ul style="list-style-type: none"> <li>Boxing Directors recruitment</li> </ul> <p>Two interviews have taken place, a third interviewee did not attend. It was agreed that a second interview should be offered with an INED and Boxing Director to assess suitability</p> <p>It was agreed that current subcommittee vacancies be re-circulated to clubs and that a full review of the process of Board and Subcommittee recruitment should take place.</p> <ul style="list-style-type: none"> <li>CEO recruitment</li> </ul> <p>Odgers Bernstein have started the process of the CEO search and will advertise shortly and put forward candidates. The search should be complete by early March and interviews to take place in March.</p> <p>The Board requested that they have the opportunity to review and comment on the Job description. DT to circulate job description.</p> <p>SE will be involved in the interview process, to assist with ensuring the right CEO is put in place for EB.</p> <p>The Board felt that the current organisational structure should be reviewed once the new CEO is in place. The Board strongly felt that the management team must incorporate the right skills and capabilities to effectively lead and manage England Boxing day to day going forward, enabling the new CEO and the leadership team to be empowered to make decisions without Board approval at an operational level-</p> <ul style="list-style-type: none"> <li>Strategy Document should be priority for all</li> </ul> <p>DT to give full review in his report to the Board.</p> <p>The Board felt that the new CEO as part of the appointment should be involved in the development of the strategy if timings and logistical considerations allow. ▸</p> <ul style="list-style-type: none"> <li>Interim management arrangements</li> </ul> <p>CH felt that the current interim arrangements for EB were working well and positive steps had been made regarding moving the organisational structure forward</p> <p>It was agreed by the Board that a Deputy Chair should be appointed by CH for when he is unavailable.</p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p>
<b>Item 6</b>	<p><b>Head of Operations report</b></p> <p>DT talked through the highlights of his report which were;</p> <ul style="list-style-type: none"> <li>Priorities are EB Strategy, Finance restructure and CEO recruitment</li> </ul>	A

	<p>It was agreed that full cash flow and management would be available for the Board monthly and at every Board meeting.</p> <p>It was agreed that DT should send draft plan of restructure to the Board.</p> <p>DT gave a presentation of the development of the Strategy document and how EB needs to move forward with this.</p> <p>It was agreed that DT should look at another company to assist with the development of the Strategy document.</p>	<p>A</p> <p>A</p>
<p><b>Item 7</b></p>	<p><b>Sport England update</b></p> <p>Chris Colby, NGB relationship manager from Sport England, attended the Board meeting.</p> <p>The following areas were discussed;</p> <ul style="list-style-type: none"> <li>• The strategy for England Boxing for the next four year cycle</li> <li>• Gaining insight in to who boxes, who drops out, at what age and the behaviours of the members</li> <li>• Normalising and building the relationship between SE/EB</li> <li>• England Talent are doing a great job</li> <li>• Holding award</li> <li>• Current challenges and issues faced by EB</li> <li>• Sport England are looking forward to working with EB</li> </ul> <p><i>DT advised on proposed financial restructuring to enhance England Boxing's management of this area</i></p> <p>The Chair thanked CC and SE on behalf of the EB Board for attending and the information given.</p>	
<p><b>Item 8</b></p>	<p><b>EB MEBERSHIP</b></p> <p>A discussion was held regarding the current legal cases EB are dealing with on behalf of HCABA and London Boxing. It was agreed that LM would take on the management of both cases to establish current position and possible outcomes.</p> <p>A discussion was held regarding a membership amnesty for members wishing to return to EB from other combat sports, in particular the most recent unlicensed boxing organisation the Alliance.</p> <p>It was agreed that before any decisions were made regarding an amnesty that DT and LS should find out the legal position for EB.</p>	<p>A</p> <p>A</p>
<p><b>Item 9</b></p>	<p><b>Pension Enrolment</b></p> <p>With the legal requirement for all businesses to provide and auto-enrol employees in to a company pension scheme MS and LM have met with pension brokers to assist EB with this move.</p>	

	<p>MS gave an overview of the two chosen brokers EB had shortlisted to the Board.</p> <ul style="list-style-type: none"> <li>• It was agreed that LM and MS would find out the below and informing the Board by the 15<sup>th</sup> February to enable a decision to be made on how EB should move forward</li> <li>• Breakdown of costs and contract terms</li> <li>• Clients whom each Broker works with</li> <li>• Drop down deadline for auto-enrolment</li> </ul>	
<b>Item 10</b>	<p><b>Financial update and annual accounts approval</b></p> <p>AP and MS talked through BHP auditors report and annual accounts. The Board approved the annual accounts. LM to ask CH to sign and submit to Companies House.</p> <p>A full discussion was then held regarding reviewing EB's financial processes. The following items were raised;</p> <ul style="list-style-type: none"> <li>• AP thanked MS for coming on board to assist EB to get financial information for the Board and SE up to date</li> <li>• Forecasting for the future</li> <li>• Individuals within the management team owning and managing budgets</li> <li>• AP visiting Sheffield on 16<sup>th</sup> February</li> <li>• DT to ask SE for budget for next 12 months</li> <li>• Current financial systems and processes (including expenses) to be reviewed and refreshed</li> <li>• A working group should be set up to review processes by DT, MS and AP</li> <li>• Commentary should be added to the management accounts for ease of understanding by MS</li> <li>• It was agreed that LM and DT can make payments for EB</li> <li>• MS to supply budget lines for each subcommittee (these budget lines will not be owned by Board or subcommittee members)</li> <li>• DT to find out next dates for SE submissions</li> </ul>	<p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p>
<b>Item 11</b>	<p><b>Self-assurance and Risk Register</b></p> <p>It was agreed that two Board members (yet to be decided) should review the current self-assurance document and review to the Board in the June 2017 meeting.</p> <p>The 2017 self-assurance document will be ready for review and sign off for the September Board meeting.</p> <p>The Risk Register was reviewed and the following was agreed;</p> <ul style="list-style-type: none"> <li>• There should be one Risk Register for the organisation</li> <li>• DC to review and rework then train LM on how to maintain</li> <li>• The Risk Register should be discussed at the beginning of the Board agenda and not the end</li> </ul>	<p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p>
<b>Item 12</b>	<p><b>Talent and Performance update</b></p> <p><b>England Pathway</b></p>	

	<p>DT overviewed the ET update the Board throughout which the following points/issues were highlighted;-</p> <ul style="list-style-type: none"> <li>• Contractual outcomes update</li> <li>• Leadership update</li> <li>• International Competition update</li> <li>• Pathway update</li> <li>• System update</li> <li>• Budget requirements from EB</li> </ul> <p>The following items were discussed</p> <ul style="list-style-type: none"> <li>• International programmes</li> <li>• Current temp to have contract renewed for a further 3 months to assist whilst DT time was shared between Pathway Manager and Head of Operations</li> <li>• Review of budgets</li> <li>• Box Cups</li> </ul>	
<p><b>Item 13</b></p>	<p><b>Insight Presentation</b></p> <p>DT gave an overview of EB needing to gain more insight in to its membership and how the data can be used for the benefit of EB, clubs and members.</p> <p>EB have started work with Goodform on the insight project.</p> <p>Steve Nelson from Goodform gave a fifteen minute presentation to the Board on how they would and could assist EB on gaining valuable insight in to the members to assist in achieving SE strategy requirements.</p> <p>SN to forward presentation to DT to circulate to Board.</p>	<p>A</p>
<p><b>Item 14</b></p>	<p><b>Board reports and recommendations</b></p> <p>All reports and recommendations have been circulated to Board ahead of meeting for review and consideration. The following items were discussed and raised;</p> <p><b>Commercial</b></p> <p>Current Commercial structure has been reviewed and will be reviewed again in April.</p> <p>Current employee contracts should be enhanced to include a bonus for employees should commercial revenue is achieved. Agreed in principal, further information should be provided to Board.</p> <p><b>HR, Legal and Compliance</b></p> <p>Further investigation has been done with the NSCPCC and it was agreed that a Youth Subcommittee should be developed. To enable this to be set up Gordon Valentine and LM should develop Terms of reference, person spec and advert for the subcommittee; this should be circulated to the Board for review.</p> <p>It was agreed that EB will move to online DBS checks from mid-March. LM and GV to move forward.</p> <p><b>Medical</b></p> <p>The electronic record system on The Vault is moving forward and will be released as soon as contracts have been finalised by My Next Match and 4Global.</p> <p>It was approved that LM should communicate with all doctors and regions on the recommended fees for supplying medical support to members and at events.</p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p>

<p>It was approved that members of the subcommittee, who attended the BBBC education day, would have their travel expenses covered.</p>	
<p>The Cut man course should be developed with the assistance of the Coaching subcommittee input.</p>	A
<p><b>Clubs, Membership and Development</b></p>	
<p>It was approved that schools programme delivers should be accredited by EB to be able to wear the EB logo and be supported and advertised by EB. It was agreed that MN would cost out the policing and RT would develop criteria to carry this out.</p>	A
<p>It was agreed that the current Boxing Advisory Panel format should be reviewed.</p>	A
<p>A discussion was held regarding this and the following suggestions were given;</p>	
<ul style="list-style-type: none"> <li>• Board members should offer specific times for members to attend a forum with them in their region</li> <li>• Roadshows should be developed</li> <li>• EB team to contact 3 members per week to engage with them (over a trial period)</li> </ul>	
<p><b>Coaching</b></p>	
<p>An online booking system to be developed and launched for Course bookings as the current manual system has flaws.</p>	
<p>LM advised that one had already been found to use and is ready to be launched pending Board approval – Approved by the Board.</p>	
<p><b>Communications</b></p>	
<p>TO to circulate the recommended tender for the membership survey to the Board.</p>	
<p><b>Commonwealth Games</b></p>	
<p>DC gave an overview of the Commonwealth Games. DC advised that the team going will be the strongest to date.</p>	A
<p>DC advised that Laura Ross from GB Boxing would manage ticket sales.</p>	A
<p>DC to forward an overview of the Commonwealth Games to the Board.</p>	A
<p><b>Technical &amp; Rules</b></p>	
<p>To circulate recommendation regarding Pro Boxers returning to England Boxing after the next subcommittee meeting on 11<sup>th</sup> March for consideration</p>	
<p><b>The Vault</b></p>	
<p>LM outlined that two workshops were taking place with Regional Secretaries and Registrars ahead of the new season to gain their input on the launch of the 2017/18 season.</p>	A
<p>It was approved that the current 16 days scheduled for developments on The Vault could happen.</p>	A

<b>Item 15</b>	<b>AOB</b> It was reiterated that a Deputy Chair must be appointed to assist with decisions when the Chair is unavailable.	A
<b>Item 16</b>	<b>Future meeting date</b> LM to obtain upcoming dates from CH and circulate to Board.	A

Action Points from Meeting 07.02.17

<b>Item</b>	<b>Details of Actions to be taken</b>	<b>Who by?</b>	<b>When by?</b>
4	Explore wheelchair boxing, other disability sports and how EB would fit in the developing strategy	DT/RT	April 2017
4	Minimum standards template to be developed to assist event organisers	TG/GV	March 2017
4	Statement to be circulated regarding violence; or threat of violence at events	GB/GV	March 2017
4	Awards evening to be arranged before end of season	LM/DT/ TG	May 2017
5	Second interviews to be arranged for Boxing Directors	CH/LM	March 2017
5	Current subcommittee vacancies to be circulated to clubs	LM	17 <sup>th</sup> Feb 2017
5	CEO job description to be circulated to Board for review	DT	9 <sup>th</sup> Feb 2017
5	Deputy Chair to be appointed	CH	March 2017
6	Full cash flow and management accounts to be circulated to Board monthly	MS	Monthly
6	Forward draft plan of Finance restructure to Board	DT	End Feb 2017
6	Strategy document development company to be reviewed	DT	End Feb 2017
8	Current legal cases to be reviewed and managed by one staff member	LM	End Feb 2017
8	Amnesty proposal to have legal review before any decisions are made	DT/LS	End Feb 2017
9	Pension details to be circulated to the Board	LM	17 <sup>th</sup> Feb 2017
10	Chair to sign off annual accounts	LM/CH	17 <sup>th</sup> Feb 2017
10	SE annual budget to be obtained for financial planning	DT	End Feb 2017
10	Current financial systems to be reviewed (working party to be set up to review)	DT/AP/ MS	End Feb 2017
10	Commentary to be added to management accounts	MS	March 2017
10	Budget lines for subcommittees to be supplied	MS	End Feb 2017
10	SE submission dates to be obtained	DT	17 <sup>th</sup> Feb 2017

11	Two Board members to review current Self-Assurance document to report to Board	ALL	June 2017
11	2017 Self-assurance document to be completed by September, for full Board review	LM	September 2017
11	Risk register to be reviewed and reformatted, to be developed in to one register for the organisation	DC/LM	March 2017
11	Risk register to be discussed at the start of the Board meeting agenda	LM	April 2017
13	Insight presentation to be circulated to the Board	DT	February 2017
14	Employee contracts to be reviewed to add a commercial reward	LM/DT	April 2017
14	Youth Subcommittee, terms of reference, person spec and advert to be developed	LM/LS/ GV	March 2017
14	Online DBS checking system to be launched	LM/GV	March 2017
14	Communication to be circulated to all doctors and regions on suggested medical fees	LM	March 2017
14	Cut man course to be developed with medical and coaching subcommittees	HL/ML	April 2017
14	Schools programme accreditation process to developed	MN/RT	April 2017
14	Online course booking system to be launched	LM	March 2017
14	Membership survey recommended tender to be circulated to Board	TO	March 2017
14	Commonwealth update to be circulated to Board	DC	End Feb 2017
14	Professional Boxers returning to EB process to be reviewed and circulated to Board	GB	March 2017