

December 2013 Board Meeting - Key Discussions and Decisions

This document provides an update of key discussions and decisions taken at the board meeting held on 10th December 2013.

- It was noted that Ricky Sloane had stepped down as Chair of NIJF; Bill Taggart has taken over in the interim.
- Board discussed notification and highlighting of risks to Board members and it was suggested that a process be introduced to draw attention to key risks in order that they can be fully debated.
- Chief Executive stated that the University of Wolverhampton had been fantastic in facilitating the development; the overall process from inception to launch has given funding partners much confidence in British Judo

Chairman's Report

- The Chairman attended the Welsh Open. The standard of Judo was good and the competition was well attended and presented.
- The Chairman attended national randori and training sessions at the Centre of Excellence. Sessions have been well attended and performance has been excellent and consistent.
- The Chairman attended the Centre of Excellence Forum meeting with UK Sport, who were very impressed and showed their support for the very successful partnership between the BJA and the University of Wolverhampton.
- The Chairman attended the Black Country Sports Awards evening as a guest of the University of Wolverhampton. This was an enjoyable evening which recognized the contribution of volunteers. Tom Davis had attended representing the Kelly Homes Legacy Trust.
- The Chairman attended the opening of the British Judo Centre of Excellence, an historic day for British Judo which was very well received.
- The Chairman attended the Sport and Recreation Alliance seminar which was good and provided an opportunity to network on behalf of the Association.
- The Chairman had attended the AGM and Awards Celebration. The Awards Celebration was an excellent evening with good attendance. The Chair extended thanks to Board members who had hosted tables and to BJA staff involved in the organisation.
- The Chairman represented British Judo at the BOA NOC meeting at which HRH Princess Anne, Liz Nicholl and Rod Carr were present. A lot of questions were asked about British Judo's governance process and the steps taken to achieve the current Board and structure. The BJA has certainly been recognized for its achievements in the area of governance.
- The Chairman attended a Police Sport UK (PSUK) Master Class with Chris Hunt which was well attended. The Chair accepted an invitation to join the PSUK Technical Team. Concerns had been raised regarding coach revalidation with a request for accessible and more frequent courses which had been passed to Colin McIver.
- British Championships for Pre-Cadets and Cadets took place in Sheffield. There was a good standard of Judo with the CARE system working well and adding dynamics to the event. Concerns regarding the alignment of cameras and blind spots were addressed during the competition and would be considered in the future. The question was raised as to whether this should be a closed event for only those who hold a British passport. This matter would be discussed fully by PMG, particularly in view of the need for transparency and a recommendation would be put to Board at the next meeting
- Lisa Allan has stepped down from the EJU commission in order to work with the IJF.
- The Chairman was delighted to report that the EJU had gifted to the British Judo Association two full mat areas for the Centre of Excellence for which the Association was extremely grateful.

- Andrew Haffner suggested that it would be helpful to engage with Areas to discuss the possibility of hiring mats for Area events. The Chairman agreed that this matter would be discussed with the Events Team.
- The Chairman was disappointed that Club attendance at the Annual General Meeting was poor. He commented that communication and engagement with clubs must improve in order to encourage greater attendance and buy-in from the membership. Reasons for non-attendance included: too busy, too expensive, too far to travel.
- The Chairman felt that his first year as Chairman had been challenging but successful; milestones have been achieved, systems, policies and procedures have been implemented to ensure good governance. The team was well balanced with a wealth of knowledge, skills and experience to add value but at no point can the Association become complacent. The challenge is to maintain the momentum to move the Association forward. The Chair thanked Board members for their support.

Appointments to Commissions

- The Chair had given much thought to the membership of Commissions, particularly in view of Roy Inman's departure from the Board. The Chair had spoken to those involved and made the following PROPOSALS:
 - Performance Management Group:** Rowena Birch to step down as member. Ronnie Saez agreed to join as a member which will add value in terms of Home Country representation.
 - Inclusion Commission:** Dave Clark to step down as Chair. Sara Hayes agreed to Chair
 - Coaching/National Source Group:** Roy Inman had now resigned from the Board and therefore Chairmanship of the Commission. Peter Blewett to Chair and Mac Abbotts to support.
 - Promotions/Gradings:** Dave Clark to chair following Roy Inman's resignation. Andrew Haffner suggested that at some point in the future, gradings and promotions should be dealt with as separate facets.
 - Remunerations Commission:** Mark Palios agreed to Chair.
 - Nominations Commission:** Chris Daniels agreed to Chair
- Board discussed the level of commitment that is required of them to fully administer Panel and Commission business in terms of their own work and other commitments, particular for Independent Board members. It was noted that Commission Chairs do not have to be Board members but Association members who have relevant expertise.

Chief Executive's Report

- **Performance:** Denny Roberts had been appointed as Paralympic Athlete Recruitment and Development Officer. He will be based on site at Walsall to provide pastoral care.
- **Sport England:** Various meetings have been very positive in terms of what the Association has achieved over the past year. The Chief Executive stated that the CRM had been of particular benefit in terms of statistical reporting. It was noted that the Association had achieved a GREEN outcome for the work undertaken on governance, minor action points had been identified that had already been covered.
- Further discussion had taken place about the relationships with British Judo Council and Brazilian Ju-Jitsu
- The Conduct and Complaints and Safeguarding disciplinary policies were approved for immediate implementation.
- The Senior Management Team had met to prepare the first draft of the Business Plan and budget for 2014/15. Increased funding had been allocated to brand marketing and PR.

Strategic Panels and Commission

- Minor changes were required to the Panels/Commissions members listing. Details have been confirmed of who is on panels and action will now be taken to formally appoint Panel and Commission members. The reporting structure between Commissions, Panels and the Board would now be formalised.

- **Inclusion Commission:** It was noted that Dave Clark will stand down from the Inclusion Commission following the AGM in November 2013
- **Commercial and Funding:** A brainstorming meeting between the BJA, Panel members and external interested parties to discuss and pursue a commercial strategy.

Performance Management Group

- Nominations for APA Awards have been circulated with the policy for Performance and VI players. Nominations will be made to UK Sport; with VI nominations in January 2014.
- A World Championships de-briefing meeting took place on 17 September 2013 to scrutinise the preparation programme and performance.
- In relation to the Junior World Championships, Slovenia, the Performance Director stated that the three top nations in 2011 continued to be the three top nations in 2013: South Korea, Japan and Russia. They continue to maintain a high level of podium places. The five team event players were the GB highest ranked players.
- The Selection, Nomination and Fast Appeals Procedure had been agreed with valued input from Sara Hayes.
- The PMG will draft a policy for elite performance coaches which will address behavior.

Performance Report

- The PMG would look at the process to ensure it was more robust so as to prevent a flurry of wild card entries for the British Championships.
- The Performance Director presented an update on Performance.
- Nigel Donohue drew attention to successes for Sam Ingram who won the VI Senior European Championships for the second time; Jonothan Drane and Chris Skelly who both achieved fifth position and Gavin Towers who achieved 7th position. At the Junior European Championships, Chris Kelly and Natalie Greenhough both won gold
- The 2014 detailed programme has been circulated to all national squad members and provides a clear competition programme overview. Each player has a spot profile and goals to achieve and a technical programme. Podium players are delighted with the level of detail; each player went through his/her outline 12 months programme individually. The Performance Director confirmed that a strong team will compete at the Paris Team Championships.
- Coaches will be invited to a learning session on the new IJF rules and will spend the afternoon on the mat. This provides an excellent opportunity for communication of the performance programme and buy-in from coaches.
- The full-time programme at the Centre of Excellence started on 11 November with training two to four times per day including technical work, physical/gym work and mat work. Injury prevention sessions are taking place daily. The programme has gone really well. With the support of the University, arrangements are being made for athletes to receive cookery lessons in order that they can prepare their own basic meals.
- The national randori programme started on 5 November 2013 and was very well attended. A database will be maintained for those who attend which ties into a session plan to monitor progress.

Finance and Operations

- Treasury and Management, VAT and Tax Planning Policies were APPROVED unanimously for implementation

Commercial and Funding

- An update was given on the Commercial meeting which had taken place in London on 28 November 2013. The BJA had been represented by Board members and senior Executive staff with four external representatives. The key areas for action were centred around the Association's brand and communications narrative in terms of its value to clubs and members, ie, engagement, the relationship between the Board, Areas, Clubs and members and getting the message across as to the Association's mission and value to the membership.

- Other areas included getting more members, PSA and merchandising and sponsorship around events.
- The Chief Executive will pull all the elements of the discussions on the commercial day together and, with a small working group, will provide an action plan and a more detailed briefing for Board for the next meeting.

Enhancing Delivery Strategic Panel

- An update was given highlighting the following key points:
- Although membership had fallen this year, it appeared to have plateaued
- Student vouchers scheme was going well.
- The first batch of Premier League 4 Sport memberships were received this week.
- Service Managers were actively engaging with clubs to see how to increase numbers.
- A suite of guidance letters are to be included in welcome packs as tools for clubs.
- The figure Sport England focuses on is the 14+ age group, to the detriment of British Judo due to the proportion of members aged under 14.
- Lapsed memberships are being addressed by the Membership team and data is being created as to the reasons for non-renewal.
- CRM information will be made available to Areas on-line
- An new online-platform with personalized resources and materials for clubs is currently being tested and will be launched officially in the next edition of Matside.
- With regard to GCSEs in sports/sports science, there is an ad hoc input for Judo as the syllabus varies between different examination boards, however, Mark Beecher undertook to pursue.
- Mark Beecher also undertook to investigate the Duke of Edinburgh Award scheme.

Inclusion Commission

- The **Inclusion Commission** report for the period 2007 to date had been circulated.

Technical

- The Technical Director updated the board with regards to the Postgraduate Diploma. This leads to UKCC Level 4 and BJA Level 4. Anyone who is successful can progress to do a Masters degree. The first cohort of coaches is due in January 2014. This is a new programme which has gone well in its first year. All high performance staff are required to undertake the course.
- **PSA:** The Technical Director emphasized the distinction between self defence and personal safety. Personal safety is for use in commercial market which will provide the Association with an income. PSA brochures were tabled for information. The brand emphasises personal safety and is based on the 3As programme: Awareness, Avoidance and Action. An outline of the training programme for tutors has been produced and the content is currently being written up for the training pack. The Technical Director had made a presentation recently. Feedback was very positive.

The next board meeting will take place Tuesday, 18 February 2014