

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD ON TUESDAY, 5 APRIL 2016
AT 10AM
CENTRE OF EXCELLENCE
WALSALL

PRESENT: Ronnie Saez, Chair and Chair, JudoScotland
Sara Hayes
Alan Rickard
Peter Blewett
Andrew Haffner
Eddie Awford, Chair, England Area Commission
Loretta Cusack-Doyle

IN ATTENDANCE: Colin McIver, Sport Director
Maria Turnbull-Kemp, Finance and Operations Director
Nigel Donahue, Performance Director (for Item 19/9)

APOLOGIES: Malgorzata Grzyb
Fred Prossner, Chair, Welsh Judo Association
Bill Taggart, Chair, Northern Ireland Association

19/0 WELCOME
The Chair welcomed all to the meeting

19/1 APOLOGIES
Malgorzata Grzyb, Fred Prossner, Bill Taggart

19/2 DECLARATIONS OF INTEREST
There were no declarations of interest.

19/3 MATTERS TO BE TAKEN UNDER ANY OTHER BUSINESS
o Relationship between the BJA and the BJJ

19/4 RISK REGISTER

MTK discussed the proposed changes that were discussed by the SMT to ensure that the risk register reflected the changes and perceived threats to the Association. It was also highlighted that some of the risks had remained on the register and there was a perception that they had not progressed further. MTK advised the Board that a full review would be undertaken and an updated report would be circulated to FRG and then to the Board.

19/5 MINUTES OF THE MEETING HELD ON 16 FEBRUARY 2016
The minutes of the meeting held on 16 February 2016 were approved

Proposed: Alan Rickard

Seconded: Sara Hayes

19/6 BOARD ACTIONS

MTK updated the Board in respect of the Board actions.

It was agreed we would add an additional date for the Board to meet on 8 May 2016 and it was agreed that the Board meeting that was originally scheduled for 25 October 2016 would be moved to 14 October 2016 at Glasgow.

MTK would ensure that meeting facilities were arranged and would ask The President of the EJU to attend this event and the Board meeting.

19/7 CHAIRMAN'S REPORT

The Chair updated the Board on recent regional events that he attended. He also informed the Board that he had not received any negative feedback from the members in respect of AS and the Championships.

Other Board members stated that they hadn't received negative feedback in respect of the circumstances.

19/7.1 EUROPEAN CHAMPIONSHIPS REVIEW

The SMT were asked to leave the room whilst discussions took place in respect of the European Championship. A separate confidential note was made by Sara Hayes.

19/8 STRATEGIC OVERVIEW REPORT

MTK updated the Board in respect of the report that had been circulated earlier. MTK highlighted the following areas for the Board:

Walsall University and the decision from the Walsall University whereby they will be demolishing the WA Building and it is not financially viable for them to locate the BJA within that area even for the short term. Gary Henderson will continue to work with the University to see whether there will be other arrangements that may be suitable. A full proposal, including the financial implications will be submitted to the Board for approval prior to commitment.

MTK reminded the Board that the Farewell Dinner was on track. All the Board were invited and MTK will be meeting RS to finalise the invitations.

MTK updated the Board in respect of the website development. The revised cost is £14k and the website will be ready by 31st July 2016, ready for the Olympics. Key areas that will be changed is the overall look and feel of the website. The plan is that the website was much more visual and would incorporate the club finder facility. MTK would be sending the contract to FRG for them to review and MTK has asked IIO% to provide two references.

MTK update the Board on the financial arrangements in respect of APlan and the split of the income received from APlan – all enquiries that generate £5 will be passed on to the British Judo Trust and if a policy is taken out then the BJA will get the £30 that is generated from the introduction.

Approved: All the Board agreed that the £5 fee for all enquires would be given to the British Judo Trust.

19/8.1 Appointment of Independent Director

RS informed the Board that the interviews were conducted, 9 applicants applied and it was decided to interviewed 5.

The outcome of the interviews was that the Ryan Wilkinson, would be asked to join the Board as an Independent Director, with responsibility of Finance from 8 April 2016.

Approved: All Board members present

Abstained: Sara Hayes, due to knowledge of the candidate Ryan Wilkinson

RS discussed bringing on Jonathan Hall from September, which would provide a level of continuity as an observer.

Approved: All Board members present

Action: RS to contact Ryan Wilkinson and Jonathan Hall to inform them of the Boards approval to take forward the two posts.

19/8.2 Board Training – Presentation / Discussion

MTK presented to the Board a presentation in respect of two of the recommendations from the Assurance process.

It was agreed that RS would speak to Emma Farlow when he meets her on 11 April and will discuss whether they have any preference to who the Association use in respect of external providers. If they are happy to use the SRA, then MTK will start the process of finding out the costs associated with the training and then applying for additional support from Sport England.

MTK highlighted that these two areas needed to be completed by 31 March 2017.

Action: RS to speak to Emma Farlow and feedback to

19/8.3 Strategic Plan Update

Following the strategic day that took place on 15 February, Gary Henderson took on Board all the comments and additional requirements from the Board and has updated the plan.

The Plan has also been shared with Sport England and the feedback from them has been positive.

19/8.4 Data Sharing

The Data Sharing paper was reviewed by the FRG panel and it is the recommendation from the Commission that the was approved by the Board and MTK would then inform the Membership Manager that this could be rolled out to the Areas, it was agreed that Marketing and Communications would review the document and ensure that it is more user friendly.

Approved: All Board members present

Action: MTK to inform the Membership Manager that the Data Sharing had been approved and that it should now be rolled out once the

19/9 PERFORMANCE UPDATE

19/9.1 The Performance Director updated the Board via a presentation that was forwarded to the Board after the meeting, this presentation included an update in respect of the European Championships, Road to Rio, Paralympic Team and the Tokyo Submission and What it Takes to Win.

The Chairman and the Board congratulated ND and his team on the work that in respect of the Rio presentation and the Tokyo Plan.

19/10 Strategic Panel: Delivery and Technical

19/10.1 Grading Review Update

The recommendations in the Grading Review Report (previous circulated) were approved along with a recommendation that the timescale for Technical Dan Grades be reviewed.

Agreed: That CMcl would consult with members regarding the timescale for Technical Dan grades.

19/10.2 Emergency Medical Intervention

The Emergency Medical Intervention paper (previously circulated) was approved with the proviso that an additional paragraph related to the current IJF Rule be added before circulation. It was also suggested that we inform the IJF of the guidelines.

Action: CMcl would finalise the guidelines and inform the IJF

19/10.3 Meeting with Referees

Meeting took place with the IJF referees, discussions took place in respect of the potential of setting up a working group. It would be made up with a broad cross section of members.

Action: Board approved the setting up of a working group which would report back to the Board in September 2016.

19/10.4 Golden Score for Minors

Agreed: Deferred to next meeting to allow AH to provide further information.

19/11 Strategic Panel: Operations

18/11.1 Finance, Risk and Governance Report

The finance report had been circulated. The following matters were highlighted:

Year-end position was likely to produce a small surplus and an explanation in respect of FRS102.

19/11.2 Events

The events report had been circulated prior to the meeting.

MTK informed the Board that the working party thought that it would be prudent to combine the Annual Conference and the AGM.

The Board felt that this would not be feasible due to the number of meetings being held over the weekend.

19/11.3 Operations

The operations report had been circulated prior to the meeting.

Clarification was required as to why Feb stats have not been included with the report and it was agreed that this would be shared with the Board.

Action: MTK to send the membership figures to the Board up to 31 March 2016.

19/12 Strategic Panel: Commercial Update

The commercial update had been circulated prior to the meeting and no questions were raised.

19/13 ANY OTHER BUSINESS

19/13.1 RELATIONSHIP BETWEEN THE BJJ AND THE BJA

PB discussed the existing arrangements between the BJJ and the BJA. It was suggested that we review the relationship between the BJJ and the BJA. It was highlighted that there was also a discrepancy between the numbers of members that they believed they have registered and the actual number that we have on our CRM system.

Agreed: CMCI would investigate the relationship further and see whether the existing relationship is working and whether it can be developed further with new academies coming on Board.

Edinburgh Club sent a formal Thank You to Colin McIver for his attendance at the club to present at 7th Dan Award.

19/14 DATE OF NEXT MEETING

Date: Sunday, 8 May 2016 – (This is an additional meeting)
Time: 10.00
Venue: British Judo Centre of Excellence, Walsall

19/15 Dates of Meetings: 2016

Tuesday, 21 June 2016
Tuesday, 6th of September 2016



Tuesday, 14 October 2016 (PLEASE NOTE THIS IS A CHANGE OF DATE)
Tuesday, 6 December 2016

There being no further business, the meeting closed at 4.15 pm