

9 DECEMBER 2014 BOARD MEETING: KEY DISCUSSIONS AND DECISIONS

Appointment to Board: The Chair welcomed Loretta Cusack-Doyle to her first meeting following her election.

Performance: Information would be provided regarding players in the various squads, those joining, those leaving, etc.

Development: The campaign to increase membership had been launched with the prize of a trip for two to Japan and tickets to the Europeans.

Relocation of Administration Function to Walsall: Head Office staff had been advised of the possibility of relocation to Walsall by email. This is subject to additional Sport England funding.

UFC Sponsorship: Malgorzata Grzyb suggested that, although the financial and commercial risks were being managed, UFC sponsorship should continue to be identified as a risk in the event that the sponsorship contract is not renewed.

Strategic Panel: Commercial and Funding: A meeting had taken place with the agency to take forward the commercial element with a focus on the European Championships. It was noted that current sponsorship in kind comprised £100K from UFC, £30K from Adidas, together with kit. Efforts are being made to gain sponsorship for the European Championships next year which will act as a springboard for longer-term investment partnership opportunities looking beyond Rio 2016 to Tokyo 2020.

Masters Commission: The Commission had met after the Masters Championships in Kidderminster. Membership and Terms of Reference for the Masters Commission would be part of the Panels/Commissions review.

Protocols in the Event of Unconsciousness in the Club Environment: Finalisation of the protocol had been delayed as result of conflicting medical advice. The document was at its final draft stage and now included minor head injuries. Further professional medical opinion was being sought prior to circulation to all clubs.

Refereeing Commission: The National Refereeing Commission had been disbanded and referee education will be brought in-house with a major focus on the education of tutors which is at an early stage. The timescale for implementation of a new programme and would be produced and would identify governance arrangements which will enable a transparent selection process for referees at competitions.

HOME COUNTRY REPORTS: Home Country Chairs would provide two reports per year for the BJA Board.

JudoScotland: Had recorded its first £1M turnover which indicated being in a good position. Having that level of turnover enabled the employment of 20 members of staff. The Scottish Salmon Company sponsored the Commonwealth Games and it is hoped that they will continue. CIMAC recently became a JudoScotland sponsor and are keen to get into NI and Wales.

Northern Ireland Judo Federation

- NIJF is currently in transition but is moving in the right direction. The NI squad is now fully operational with Scott Mayne as the NI Club and Coach Development Officer and Ciaran Ward as the Talent ID Coach.
- Two players who have done well recently are Matthew Elliott who took bronze at Pre-Cadet Boys and Kirstie Strouts McCallion at Pre-Cadet Girls.
- The NI Club Mark scheme had been launched recently to which it is hoped that all clubs will sign up. It is also hoped that coaches will launch their own competitions and events.
- Dermot Heslop and Scott Mayne recently ran a very successful Fundamentals event.
- Competitions: Six players represented NI at the Commonwealth Games with Lisa Kearney taking a bronze medal. Alex Kelly won bronze at the East Midlands Open and James Pental won gold at the Welsh Open (Special Needs) and has been invited to join the British squad.

- Table Officials: NI is currently working on qualifying Table Officials who are travelling to UK competitions for relevant experience.
- Andrea Bingham is currently pursuing the Competition Controller qualification and Bill Taggart will have his final assessment to become a Continental Referee this weekend; he thanked everyone for the support they had given, including the Referees' Commission. The Board wished Bill every success.

Welsh Judo Association

- The appointment of a General Manager/CEO in the next few days will make a significant impact on the ambitions of the Association for 2022.
- The Special Needs event was a great success. Thanks were extended to Sara and the Commission for a very well organised event.

England Judo

- Unlicensed Events: This had been raised by Council and discussed at the AGM and was being pursued through the Association to ensure that unlicensed events are not taking place.
- Tournament Handbook: It was confirmed that the production of the updated Tournament Handbook was imminent.
- Database: Concern had been expressed with regard to access to data by officials
- Customer Care: All England Area Chairs have been asked to provide any policies around customer care in order that they can be shared. This will be brought to Board for information.
- Incident Report Form: It was noted that this form is online and can be downloaded.
- Delivery Plan: It was emphasised at the England Judo meeting that it was important for Area Chairs to align their own delivery plans with that of the BJA, however, only 45% of Areas have a delivery plan. Once approved by Board, the Delivery Plan will be circulated with a template for Areas to use. Andrew Haffner raised the possibility that at some point in the future grading and license rebates could be tied into targets, however, it was noted that a simplified process is more appropriate at the moment.
- England Area Chairs had agreed that it would have been possible to have a meeting when all were present for the AGM.

CHAIRMAN'S REPORT

- **AGM:** The number attending was disappointing, however the debate regarding the North West Area's proposal on grading was excellent. .
- **Squads:** The Chairman commented that the professionalism of the squads was growing stronger.
- **Chairs Networking:** The Chair had attended a meeting with Chairs of other governing bodies which had been very useful.
- **IMMAF:** Densign White has been appointed Chief Executive of IMMAF.
- **IMMAF Board:** The Chairman had been appointed to the IMMAF Board of Directors.
- **BJA Relocation:** A meeting had taken place with University of Wolverhampton representatives to discuss aspects of the possible relocation of BJA Head Office to Walsall.
- **Minister's Visit:** The Minister of Sport, Helen Grant, had visited Walsall on 20 November 2014. This was a great coup for British Judo just one year after opening. The Minister was presented with a judo suit and took her place on the mat. British Judo had benefited from good local TV coverage.
- **Awards Evening:** The Chairman congratulated the team for a very successful evening. 300 people attended £770 was raised for the British Judo Trust. Feedback had been excellent. The provisional date for the Awards Dinner next year is 7 November 2015.
- **BOA:** The Chairman had attended an update meeting for Rio 2016 which included a discussion on sponsorship.
- **EJU Congress:** The Chairman had attended with the Chief Executive, President and Senior Vice-President. The Chief Executive had made a presentation on the Glasgow European Championships

which had been very well received. Comments had been made about the Association's relationship with UFC in terms of cross-culture with another combat sport, however, it was noted that the IJF had signed an Agreement with Sombo to recognize this as an Olympic sport. It was further noted that Mixed Ju Jitsu (the educational side of the equivalent of MMA) had been launched recently in France. Badges of Honour had been given to the Chairman and President for which the Board gave congratulations.

- **Satellite Club:** The Centre of Excellence was working with Dudley Council to pursue.
- **North West Area:** The Chairman and Chief Executive had had a very positive meeting with the North West Area where various matters were discussed and feelings aired.
- **Pre-Cadet Championships (4/5 December 2014):** This had been a good competition albeit with a low number of players.
- **Competition Analysis:** Would be prepared to cover the last few years to identify any trends.
 - The competition timetable issue is resolved in that Judo Technology will prepare. It was hoped that the competition timetable could be available one week prior to the competition.
 - The issue regarding three fights needs to be addressed, to allow those who do not have three fights due to low entries, to attend pre-cadet and cadet squads.
 - Low entries this year enabled the competition to finish at a reasonable time, however, if numbers increase next year, there may be a problem using only three mats. The Competitions Commission will meet this weekend to discuss such matters further and report back to Board.
 - Comment was made with regard to medals for winners in that in one category only two medals were presented. This would also be considered by the Commission.
- **Appointment of Vice-Chair:** Ronnie Saez was re-appointed as Vice-Chair for a period of two years.

CHIEF EXECUTIVE'S REPORT

- **Staffing:** The Performance coaching team is currently in the process of restructure. Head Office has filled two intern positions in marketing and events. Vacancies are being replaced only where absolutely necessary.
- **Sport England:** The settlement is coming up in January/February 2015.
- **Sport England Assurance:** The report following the onsite audit by Moore Stevens had been circulated. The Association is marked as green/amber; there are a couple of minor elements that the Association is working towards and an action plan is included.
 - It was noted that the Association needs to complete a skills base assessment.
 - Succession planning based on the skills base element.
 - Board training will be identified from the skills assessment.
 - The Board agenda will be more structured to identify the review key milestones throughout the year.
- Board **AGREED** unanimously that the Conflict of Interest register should be circulated to Board members.
- **Possible Relocation to Walsall:** The Chief Executive will be accompanied for the Elite Presentation meeting with Sport England by Gary Henderson and by Professor Ian Oaks, Pro-Vice-Chancellor, Bess Evans, Deputy Director of Sport at the University of Wolverhampton. They will present the Association/University case for funding for development of the Walsall campus to accommodate the Association's Head Office at a total cost of £1.2M.
- **UK Sport:** Feedback received yesterday confirmed that the Association does not have to have an Annual Investment Review. Increased funding has not been agreed but £125K has been kept aside for Judo. This reassures the Association of UK Sport's support for the Performance programme.

- **AGM:** The Chief Executive was also disappointed with the number attending. Board AGREED unanimously that the Awards Dinner should take place on the same day as the AGM subject to feedback from Home Country Chairs who would consult their respective Committees to ascertain whether it is preferable for the AGM to take place on the same day as the Awards Dinner, whether there was any other event that could take place and also to consider possible club incentives to increase numbers for the AGM.
- **2015 European Championships:** There were 121 days to go to the Championships. To date, £7,200 worth of tickets had been sold; it was noted there were 4000 seats on each day; ticket sales must achieve over 1500 seats sold to breakeven. The next meeting of the Operating Committee will take place on 15 December 2014. The Association is working with JudoScotland to drive ticket sales, AEG are supporting by promoting the event to their database (two million individuals); UK Sport will promote the Championships as a Gold Event through its Inspired Events programme. Provision will be made for Board members to attend, however, not for the entire event. BBC have confirmed coverage; they will cover all final sessions live on the red button and will do an hour and half summary programme on the Sunday prior to the Golf Masters. Sponsorship and advertising opportunities are being promoted as much as possible.
- **British Open:** The AEG contract has been forwarded for legal review; the Agreement should be ready to sign in early January 2015. The British Open will take place at Wembley Arena on 9/10 July 2015.
- **BJA Key Events:** The Chairman and Chief Executive will identify key events at which Board representation is required, including Masters and Kata, in order to allocate events to various Board members. This will also help for planning medal presentations.
- **Panel/Commission Review:** The Chief Executive undertook to send a reminder email.
- **Conduct and Complaints/Safeguarding:** It was noted that there were no outstanding complaints. Two Child Protection issues are currently being investigated. The issue investigated by the Conduct and Complaints Commission regarding Data Protection issue was noted.
- **Data Management:** The Association is looking to engage the expertise of a consultant to give advice on data management, ie, how long information should be retained and stored. The Association is working with the insurers on this too.
- **Delivery Plan:** The Delivery Plan had been circulated. The Chief Executive stated that it was critical for the Association to meet Sport England targets in order that funding is released; marketing programmes have been introduced which have been presented to Board, to focus on increasing participation. The Association is much stronger in its communication and direct engagement with members using social media and direct email. The meeting with Sport England will take place in January/early February. The Delivery Plan will be circulated and Board members will give feedback. The report will be updated and will include financial information for Board at the meeting in February 2015.

STRATEGIC PANEL: ORGANISATION AND CULTURE:

FINANCE REPORT

- The budget has been reforecast and shows the end of year result is approximately £74K taking into account Destination@BritishJudo.
- An investment proposal of £25K is identified for the development of e-learning programmes.
- Working with CIMAC has had a significant impact on sales of products at competitions: last year total income on sale of merchandise at the British Pre-Cadets was £2,967 this year the total income was £4,423 with fewer people. The quality of merchandise and the Adidas brand is making a positive difference.
- e-learning is included in the Delivery Plan; the intention is to try to alleviate time and costs to the membership.

- Two and a half years ago the Association moved to a proper accounting position which stated reserves as a negative position. The Association will now move successfully to a position with reserves circa £100K after the investment for e-learning. Risks have been included. UFC income is to be treated as grant and income is released to match expenditure, therefore a surplus is not shown. This will be identified in the accounts in future. The major improvement in the Association's financial position is a result of £67K saving on salaries with cost savings of £7K. The loss of income through membership is being addressed.

OPERATIONS REPORT

- CRM: An external consultant has been engaged to deal with anomalies in the system which should be fully functioning in January 2015.
- Office 365: All staff have been migrated to Office 365.

STRATEGIC PANEL: PERFORMANCE PATHWAY

- Only four GB athletes took part in the Senior World Championships with a disappointing result overall. The team failed to meet the target of one medal and one top eight finish.
- **Competition Results Update**
 - IBSA VI World Championships, September 2014: Jono Drane won a bronze medal beating two Paralympic medallists; Chris Skelly and Natalie Greenhough both achieved 7th place. This was a Rio 2016 point ranking event.
 - Junior European Championships, September 2014: Jodie Myers won Gold, the first gold medal for 16 years; Bekky Livesey, Lucy Renshall and Ebony Drysdale-Daley all achieved 5th place; Neil MacDonald achieved 7th place.
 - Junior World Championships: Excellent results: Ebony Drysdale-Daley won silver; Jemima Yates-Brown won bronze and Lucy Renshall was placed 5th.
 - Current World Rankings: Colin Oates: 6th; Sally Conway: 7th; Natalie Powell: 10th
 - The Olympic qualifying programme had been submitted to BOA.
 - The Paralympic qualification criteria will be submitted in January 2015.
 - The Belo Horizonte training camp was excellent with a strong training group and gave insight into the facilities for Rio.
 - The Rio Olympic test event will take place in January 2016 with the Games starting on 5 August 2016. The team will locate to Belo Horizonte on 29 July 2016.
 - The Rio Paralympics will start on 7 September 2016. The team will move to Belo Horizonte on 26 August 2016 and relocate to the Games village on 5 September 2016.
- **Performance App:** ILG have supported the development of a Performance app which is available for all Performance staff and players. Each player completed four elements of information each morning: weight, hydration status, energetic feel and sleep quality. The injury board is updated by the physio and shows green, amber or red. Trends are identified for the various staff to follow up if necessary as soon as possible.

STRATEGIC PANEL: ENHANCING DELIVERY

- Overall membership has dropped slightly. An analysis will be conducted to ascertain the reasons for the apparent lethargy of clubs to engage with the Association's marketing opportunities. The latest initiative is an incentive to grow clubs by two members which would enable them to enter a competition to win a trip for two to Japan and tickets to the European Championships. Since the report was circulated, the 14+ membership has risen by 55 members. The meeting with Sport England will take place at the end of January 2015.

- It was noted that of the 723 member clubs, only 140 are proactive in terms of engaging with BJA initiatives.
- Behaviour Change Project: This will end in February but has given valuable insight and will help to advise on how we work with coaches and develop volunteers.
- Student Voucher Scheme: The scheme is exceeding expectations. The promotions campaign has resulted in retention of 118 students within the first two months.
- ClubMark: Over 63 clubs have signed up to the programme.
- Yellow Belt Challenge: This has been launched in Scotland and is a good outreach programme. It is a joint initiative with County Sports partnerships.
- **Destination@BritishJudo:** The programme launched in March 2013 with two hubs in Stockton and Gateshead and recently an additional hub has been launched in Sunderland, each with a full-time coach. One coach resigned recently and has been replaced. In total, through schools, the programme to date has engaged with 65,000 young people; 490 are currently registered with a 74% retention rate. Gradings take place each term for 75% of the young people income from which is taken into account with the financial forecast. Each club requires 220 members to make a small surplus. Lesson plans are the intellectual property of the Association and are shared. Board acknowledge the possible impact that a change in Government policy may have on the programme. External circumstances have changed but the programme is an effective model and it will no doubt bear fruit in the long term. Board AGREED that the Destination@BritishJudo programme should continue until March 2016.

STRATEGIC PANEL: TECHNICAL STANDARDS

- **National Competitions for 2015:** Andrew Haffner and Eddie Awford declared their interest in view of their relationship with the Samurai Judo Club and the Midland Area respectively. It was noted that the protocol is to offer hosting opportunities to the Association, then Areas and then to clubs in order that all have an opportunity to tender for competitions. Board discussed hosting of the competitions in some detail and noted Samurai Judo Club's success in the bidding process over the last two years. They agreed it that competitions should be spread throughout the country but noted the convenience of competitions in the Midlands Area. It was suggested that hosting opportunities were given only one year in advance as opposed to two years in future. Areas had been circulated with a comprehensive package of information to be able to tender for competitions in 2016. Board AGREED that the National Team Championships be hosted by the Midland Area.
- **Contest Rule Clarification:** A paper regarding Contest Rule Changes had been circulated which clarified the proposed changes. It appeared that referees were unanimously in favour of the changes and that 40/55 referees were affected by it. The paper clarified the technical elements which apply to yellow belt and below competitions and the 10/11 year old age group which were ACCEPTED by Board for implementation. It was noted that a camera had failed to operate at the Pre-Cadet competition at the weekend. The Chief Executive undertook to investigate contingency plans should this happen in the future.
- **Referee Grade Restructure:** A paper had been circulated following discussion by the Technical Panel and referees, proposing that refereeing levels are reduced from nine to seven. Board AGREED that the changes be implemented.
- **High Grade Promotions:** A paper was tabled listing the high grade promotions that had been approved by EJU:
- **Masters Team Competition:** The competition had been cancelled due to lack of entries; there being only two teams from London, two from the Southern area and one from the Western Area. It had been suggested on Facebook by several masters and Board AGREED that in future teams are made up of masters players from any Area in an effort to make it open and encourage participation.
- **Technical Services –Technical Officials:** It was noted that difficulties had been faced by some members with the Volunteer Manager's role not being covered at Head Office during maternity leave. Arrangements were in hand to ensure the role was covered.
- **British Schools Qualifying Event:** This matter was raised in connection with a qualifying event the Southern Area had started to organise which hadn't been notified to the Schools Commission. This matter was referred to the Education Commission.

- **British Schools:** An anomaly had been discovered with regard to the entry figures stated and the qualifying events taking place. The figures, as stated, could result in a British Schools Competition without representation from Scotland, Northern Ireland and Wales; it may be necessary to restrict the number of England entries. However, it was acknowledged that this competition is an excellent way of engaging and connecting with schools and rather than having restricted entry, the competition could take place over two enabling a greater entry. Other factors to take into account for the British Schools Competition, ie, the venue, having a two day competition ICESheffield runs at a significant loss and causes inconvenience for parents with children in the different categories in terms of accommodation, an alternative venue can be sought. Also, qualification criteria could be reviewed to take account of the fact that for many children this is their first competition. To be pursued through the Education Commission for proposals to be brought to the Board.
- **National Coach of the Year Awards 2015:** Joe and Nicole Nunn had been nominated.
- **BBC Sports Personality of the Year:** Dave Dunsford, was winner of BBC London's Sports Unsung Hero Award; George and Janice Graham, were winners of BBC Scotland's Unsung Heroes Award; Natalie Powell was BBC Wales Unsung Hero Award winner.

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