

DRAFT

THE BRITISH JUDO ASSOCIATION ('BJA') ('ASSOCIATION')
MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON SATURDAY 2 NOVEMBER 2019 AT 1PM
IN THE HAMPTON & WINDSOR ROOM, CROWNE PLAZA HOTEL,
WOLLATON STREET, NOTTINGHAM, NG1 5RH

Council:

Richard Barraclough, Vice President, Chair
Tony Sweeney, Vice President
Brian Davies, JP, Vice President
Rowena Birch, Vice President
Alan Stanbra, Yorkshire & Humberside Areas
Dave Stanley, Southern Area
Dave Allen, Western Area
Denise Oates, Eastern Area
David Rance, Northern Home Counties
Garth Illingworth, Northern Area
Marion Woodard, Southern Area
Andy Scott, England Area Chair Western
Matthew Clempner, Police Sport UK

Board:

Ronnie Saez, Chair
Peter Blewett
Bill Taggart
Claire Lish
Ryan Wilkinson
Alex Slade
Neil Fletcher
Loretta Cusack-Doyle
Malgorzata Grzyb

In Attendance

Andrew Scoular, Chief Executive
Colin McIver, Sport Director
Joyce Heron, Deputy Sport Director
Sajid Hussain, Financial Controller
Justine Lynch, Executive Assistant

Other Attendees:

Martin French	Simon Calderback
Karen French	Averil Taggart
Ray Topple	Alan Kimber
Joyce Malley	Mike Draper
Kerry Tansey	

Clubs Represented: 21

Budokwai	Norwich Premier Judo Club	Renzoku Judo Club
Chichester Ronin	Oxford City Judo Club	Ryecroft Judokwai
Exmouth Vikings Judo Club	Oxford University Judo Club	Samurai JC
Higashi Judo Kwai	Pinewood Judo Club	Shinsei Judo Club
Ippon Judo Club	Portland Judo Club	Urmston Judo Club
Kumo Judo Club	Procoach Judo Club (Newbury)	Windsor Judo Club
Manchester University	Rainhill Rockets Judo Club	

1. Welcome
Richard Barraclough (RB), Vice President, welcomed everyone to the meeting.

2. Apologies
RB advised that due to illness, Dr George Kerr, President, was unable to attend the meeting and therefore he would be chairing the meeting.

Apologies were also received from:

- Colin Draycott, Senior Vice President
- Mick Leigh, Vice President
- Fred Prosser, BJA Board
- Darren Dean, Welsh Judo

3. Respects for friends and colleagues who have passed away
The meeting was advised that the following persons had sadly passed away during the last 12 months. RB expressed his sincere condolences to their family and friends. They would all be remembered with respect and fantastic contributors to the sport and the BJA.

- Kisaburo Watanabe
- Craig Fallon
- Bill Webb
- Tony McConnell
- Dave Barnard

4. **President's Address**
RB informed that the Council Meeting prior to this AGM had been extremely positive and optimistic, which was a good sign for the future and thanked those who had attended for their contribution.

RB continued that the President's Address would be followed by updates from both the Chairman and the Chief Executive.

5. Minutes of the Annual General Meeting held on 3 November 2018
There were no amendments to be made to the Minutes and no abstentions raised. The Minutes of the 3 November 2018 were:
PROPOSED by: Ray Topple
SECONDED by: Dave Clark

and were UNANIMOUSLY AGREED by all Members present.

6. Matters Arising from the Minutes of the Annual General Meeting held on 3 November 2018

It was raised that the Minutes stated there would be 50,000 members by 2021 and sought clarity on the English member numbers. Andrew Scoular (AS) advised that this would be covered in his report later in the meeting.

7. Reports

7.1 **Chairman's Report**

Ronnie Saez (RS) thanked everyone for their attendance.

RS went on to explain:

- It had been a hectic, challenging yet rewarding year with major strides in the sport both on and off the mat
- Sally Conway had completed the career triple crown by medalling at European, World and Olympic level, adding that the last person to do this was Kate Howey
- Another great achievement was Chris Skelley gaining World No.1 Ranking, which is fantastic and puts Chris in a great position for an Olympic medal. Adding that our last player to be ranked World No.1 was Natalie Powell
- The UK Sport (UKS) funding environment has changed and there is now more of a need for us to replace some of our previous funding from them with generated income from areas such as membership and sponsorship
- Destination Judo is now performing well after a year of consolidation. New hubs and new coaches are planned. Membership has increased so grassroots judo numbers are looking more positive
- There had been excellent success at the Glasgow European Open in terms of winning medals, with 2 golds and one silver
- The Commonwealth Judo Championships were held in September at Wolverhampton University and were a great success. They attracted 1,100 competitors from 21 countries. Excellent feedback had been received on both the standard of the competition and that the BJA had delivered an extremely high quality tournament.
- Work is being carried out on a comprehensive Events Strategy and it is hoped that we will attract a Grand Prix event to London. Discussions are currently taking place but it is key that this can be delivered within funding parameters and that the Association does not put its finances at risk
- With regards to the administration of the Association, it has been a challenging year. The office relocation was completed but this did lead to some staff losses which inevitably meant also losing some expertise in areas such as Membership and Finance. The CRM was now fully operational, after some bedding in issues and is receiving more positive feedback from club coaches.
- The relocation had resulted in some additional unbudgeted expenditure but it is positive in operational terms to be nearer to the Performance Centre and the ultimate goal of the whole operations of the Association to be carried out from one building

- Positively, although there has been a deficit earned in the 2019 accounts I am confident that by the end of the current 4 year financial cycle the Association will have returned to surplus and will be in a better place than it has been ever before in terms of our level of financial reserves
- The World Class Performance Pathway has now been established at the Performance Centre in Walsall for 5 years and we currently have 39 full time athletes training at the Centre
- The Performance Centre is due to be refurbished with showers and changing rooms being installed, an athlete lounge established and an improved medical area. All of which should have a positive impact by improving the training environment and athlete satisfaction.
- There have been impressive achievements in terms of securing medals in major tournaments this year, with 3 medals and 2 places at the Senior European Championships and 2 places at the World Championships. With regard to the European Championships, although this is a decrease on last year, our success has meant there have been 7 athletes winning European medals in the last 14 months. This bodes extremely well for our Olympic prospects next year. In addition Nigel Donohue, our Performance Director, is very confident that we will have a significant number of athletes going to the Olympics in seeded positions, and usually 3 out of 4 medals are won by seeded athletes. The Centre is continuing to develop successful young athletes with 3 medals at Junior European Championships. Our relationship with UKS continues to be strong and mutually beneficial, particularly as our medal tally is consistently above agreed targets.
- Going forward it is anticipated that we will face static or declining funding levels and it is therefore imperative that we generate more of our own income. Needs to be a focus on improving generated income levels through increasing membership and gradings, and securing external sponsorship.

RS concluded by passing on his thanks to all the staff at the BJA, all the volunteers, everyone for attending and hoped to see everyone later at the Awards Dinner.

RB confirmed there were no questions on RS's update and as there were none, opened the meeting up to AS for his report.

7.2 Chief Executive's Report

AS shared his presentation with the meeting and highlighted the following points:

- The office relocation had been a spend to save decision and has created more of a one team environment now that we are now much closer to the Performance Centre. As RS mentioned, due to the relocation, it did mean some enforced staff changes. We have reviewed our governance and operations which has led to outsourcing our HR, IT and Data Protection which will all save money going forward. A new telephone system has been installed, our IT has been upgraded, the website has been revamped, now using BreatheHR and staff surveys have

commenced using Office Vibe. An upgrade to JudoStore is also planned. The CRM is still being tweaked but it is now functioning and has allowed us to review staff requirements in the Membership Team, which we have been able to reduce.

- We are compliant with the Code of Sport Governance that was updated a few years ago. There are 56 categories that we are required to adhere to and this is reviewed on a regular basis.
- The 2 new directors that were appointed last year, Alex Slade and Neil Fletcher have proved to be a great contribution to the Board and they have followed our new induction process
- With regard to Safeguarding, we have received a green status from CPSU. An independent review of our processes is to be carried out this year by Lime Culture.
- A new Area Model Constitution has been drafted and is being discussed with the Areas. Hopefully the North West Area will be an early adopter of the new constitution.
- The European Veterans Championships in June 2019 had been an exceptional event. However, the cost of this went over budget due to the fact that the whole of the EJU Executive attended together with an increase in hotel prices during the period.
- Our SE funding levels have dropped so we need to operate smarter and more self generated income is required
- AS highlighted a breakdown of how membership money is spent.
- Martin French (MF) raised that it was disappointing to see membership was down by 380 on the previous year. AS responded that against the SE target, we are approximately 6 months to 1 year behind the target but there has been an intervention to get more private providers joining. Which has allowed the association to catch up with SE targets and we are comfortable that we will be within the +/- 5% of target allowed. England membership has increased by over 1,000 and now need to look at how the other Home Countries can increase their membership.
- On gender balance, the Board have are looking at how to reduce this gap and age profiles are also reviewed regularly.
- There is a new benefits package available to members through our insurers, Howdens, and we are promoting this to members
- Gradings have reduced which was partly due to the move to the new CRM but we are now seeing an increase. They can now be done online which makes it easier for coaches.
- New coloured belts are now being given for all Mon Gradings instead of the belt tabs
- There had been a positive meeting with the organisers of B2022 and they have requested that 25% of our officials at Games be aged under 25 so looking at an initiative to get more younger people involved.
- Lisa Rivers has successfully become an International Referee. However, funding remains a challenge for referees and we are looking at how we can invest in them more.
- Destination Judo membership has increase in the Lower Social Economic Groups.

- England Talent is doing well, supported by Brian Davies, British Judo Trust, enabling young talented fighters to attend more events. We are looking to move the REDS Programme, currently run by Joyce Heron, to come under Performance as this is in line with UKS' guidelines.
- There has been growth in the DiSE programme and this has increased to 70 people enrolled over the past 2 years.
- ND has built a strong training and development programme for the athletes at the centre. They now all have an Individual Athlete Plans, there is also a focus on welfare and the UKS Walk The Floor initiative has provided very positive feedback on the Centre and Performance generally.
- Positively, we are currently looking at having 8 to 10 athletes qualifying for the Olympics and this puts us in the top 5 countries in the world and it is important that we remain in the top 8.
- It has been a challenging year but we are concluding it in a much stronger and leaner position.

AS passed on his thanks to all of the Senior Leadership Team, Board Members. Thanked the attendees for their time.

RB thanked AS and asked if anyone had any questions for AS.

MF raised the governance process and the lack of diversity in the Council – currently 14 men and only 2 women. MF added that he would have expected this to be commented on as diversity is part of a SE/UKS drive. AS responded that both the Council and the Board have to address this and have steps in place to make it happen. There were a few females interviewed for the last Board positions, however we do still have to employ the best people, both UKS and SE have agreed with us on this point. With regard to the Council, we need the Home Countries and Areas to encourage people to come forward.

MF raised a second point that he was relieved to see the finances were now looking more positive but queried if RS and AS were assured about the future and that they were not aware of any funding issues. MF also expressed relief about Destination Judo and that he was aware there was a pairing back of this and that 2 hubs would be closing.

RS thanked MF for the feedback. In response to MF's query on funding, RS said that with regard to membership, we are currently achieving 95% of the SE target and the safety net with SE is 95% so this is not a problem. Adding that although there were issues in the previous year we are positive regarding increasing membership numbers this year and are working on enhancing the membership services and benefits.

With regard to Destination Judo, we consolidated our delivery Hubs last year. SE had forced the pace of growth the previous year and this had not been the correct course of action for DJ. However, there will be future benefits now we have corrected our growth strategy.

MK raised if there was to be a change in the belts that were awarded. AS responded that he would clarify the current position with JH but that it was something that had only very recently been approved by the Board. JH added that the thought process is to make the belts more prestigious and therefore a driver for people to do more gradings. Neil Fletcher agreed and that it would make the belt presentation more of a ceremony which the children in particular enjoy.

RB clarified with the attendees that there were no more questions and moved on to the next Agenda item.

8. Resolutions

No Director elections or Resolutions to be voted on.

9. BJA Consolidated Accounts 2018/2019

AS informed that the accounts were included in the Annual Report.

PROPOSED by: Garth Illingworth

SECONDED by: Dave Clark

10. Appointment of Auditors

AS informed that it was intended from now to review who conducts our audit every 2 years. There had been a selection process this year and Sedulo who are based in Manchester and also already conduct audits for other NGBs, had proved very professional and there would be a significant cost saving. AS then sought approval for the appointment of the new auditors.

PROPOSED by: Dave Clark

SECONDED by: Denise Oates

11. Any Other Business

No items for Any Other Business were raised.

12. Close

RB thanked everyone for their attendance and the meeting closed at 14:08.