

FINAL
BRITISH JUDO ASSOCIATION (BJA)
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD ON TUESDAY 21 FEBRUARY @ 10AM
GEORGE KERR SUITE, WALSALL CAMPUS, UNIVERSITY OF WOLVERHAMPTON,
WALSALL, WS1 3BD & VIA ZOOM

PRESENT:	Ronnie Saez, Chair	(RS)
	Alex Slade (via Zoom)	(ASI)
	Neil Fletcher	(NF)
	Lee Shinkin	(LS)
	Diana Hunter (via Zoom)	(DH)
	Athena Witter (via Zoom)	(AW)
	Paul Ajala (via Zoom)	(PA)
	Russell Brown	(RB)
	Garth Illingworth	(GI)
	Ben Quilter (via Zoom)	(BQ)
	Claire Lish (via Zoom)	(CL)
 APOLOGIES:	 Graham Campbell	 (GC)
 IN ATTENDANCE:	 Andrew Scoular, Chief Executive	 (AS)
	Lynn Madeley, Head of Partnerships	(LM)
	Sajid Hussain, Finance & Operations Director (in part)	(SH)
	Nigel Donohue, Performance Director (in part)	(ND)
	Karen Roberts, Development Director (in part)	(KR)
	Liza Ware, NSPCC (in part & via Zoom)	(LW)
	Justine Lynch, Executive Officer	(JL)

No	ITEM	ACTION
63.1	WELCOME	
	The Chair welcomed everyone to the meeting, in particular the new Welsh Judo Representative, LS, adding that he appreciated LS taking this role on and that he hoped LS would find it an enjoyable and valuable experience. Also, welcome to LM, who joined the Association on 1 February and would be observing at this meeting. The Board -members and LM then provided a brief introduction to themselves.	
63.2	APOLOGIES	
	RS informed that apologies had been received from GC.	
63.3	DECLARATION OF ANY INTERESTS/CONFLICTS	
	Members were reminded of the need to declare their interest in any items requiring a decision and to remove themselves from such decision making. No conflicts with the agenda items were anticipated.	
63.4	ANY MATTERS FOR ANY OTHER BUSINESS	
	There were no items for Any Other Business raised.	
63.5	MINUTES FROM PREVIOUS MEETINGS HELD ON TUESDAY 13 DECEMBER 2022	

	<p>It was agreed that the Minutes of the meeting held on Tuesday 13 December 2022 were an accurate record of the meeting.</p> <p>Proposer: GI Seconder:- NF</p>	
63.6	ACTIONS ARISING FROM PREVIOUS MEETINGS (NOT INCLUDED ON THE AGENDA)	
	<p>AS provided a -brief verbal update on outstanding actions that have progressed:</p> <ul style="list-style-type: none"> • Commission Terms of Reference: Nominations Committee Meeting to be organised to agree Commission appointments as part of Byelaws. Vacancies on non-judo commissions would be put out to advert • All Judo Seminar: AS wished thanks be noted to those who attended. • Code of Conduct: Signed off by Board members via email in between Board meetings. 	
63.7	RISK REGISTER	
	<p>AS updated on amendments to the Risk Register:</p> <p>Risk P1: Work continuing with UK Sport (UKS) on culture and an all day session has been organised with Adie Shariff, mentor working with UKS, and Kate Baker, UKS Performance Director. Both Adie and Kate had been positive about the direction we are going with our culture and facilities.</p> <p>Risk P3: Received an uplift in funding from UKS which will relieve the pressure over the next couple of years but still have to factor in inflation costs of 7- to 10%</p> <p>Action: Following discussions around risks P2 and D1, it was agreed that whilst they remained risks, re-wording was required</p> <p>Action: Risk D2 (re: Covid) to be amended to a more general business/organisational disruption scenario, cross checked against the Business Continuity Plan (BCP) and testing of the BCP to be organised</p>	<p>AS</p> <p>AS</p>
63.8	CPSU TRAINING	
	<p>Liza Ware joined the meeting and delivered training to the Board members via a presentation.</p> <p>Following the presentation there was general discussion around the points raised and agreed that it had been an excellent presentation.</p> <p>Action: LW to forward presentation and links to videos raised during the presentation to be circulated</p>	LW/JL
63.9	CHAIRMAN'S REMARKS	
	<p>RS updated on the following points:</p> <ul style="list-style-type: none"> • Board Reviews: A requirement from our funders is for all Board Directors to undergo an "evaluation" (RS prefers to refer to this as a discussion) to ascertain if the relationship between the Directors and British Judo is working. 	

	<p>Action: AS to contact UKS in regard to a framework/tool for carrying out these reviews</p> <ul style="list-style-type: none"> • Paris Grand Slam: RS had attended this with Rowena Birch, Honorary President, at the beginning of February. Performance had been slightly disappointing especially with no Russian/Belarussian athletes and a shallow Japanese team.. RS had taken the opportunity to discuss the situation in Ukraine with the IJF and EJU, however there is still not clarity on whether Russian/Belarussian athletes will be allowed to participate in the Paris Olympics. • National Inclusion Day: RS attended an event at the National Training Centre for intellectually and physically disabled judoka, which ties in with his role on the EJU Executive Committee. This provided RS with an opportunity to engage with both the judoka and parents to glean British perspective. Also, there is the possibility that Adaptive Judo will be included in the Paris Olympics. <p>RS then advised that sadly CL had tendered her resignation from the Board, with the April Board Meeting being her final one. RS thanked CL for being generous with her time and invaluable support she had provided to British Judo, as well as being a fabulous ambassador for Judo as a sport in general. CL thanked RS adding that it had been an honour and an enjoyable experience.</p>	AS
63.10	CHIEF EXECUTIVE'S UPDATE	
	<p>AS advised that there would be a discussion in regard to the extension of RS's Chair tenure. RS would leave the meeting and ASI would take on the Chair role.</p> <p>11.45am PA left the meeting</p> <p>AS provided a brief update on key points in his report:</p> <ul style="list-style-type: none"> • SH has been invited to be on the SE Facilities Board who look after all SE venues. Decision: All Board members unanimously approved SH taking on this role • The Youth Leader Group is now picking up traction and a representative to attend a Board meeting annually Action: Add to Annual Board Meeting Agenda • Full Feasibility Study report to be presented at the April Board Meeting. Now looking at extending the Sports Centre on the U-university Campus to incorporate a Combat Centre and able to - accommodate approximately 2,000 spectators as well as British Judo offices. Would also provide revenue income opportunity as other sports have expressed an interest in utilising it. 	JL
63.11	HEAD OF PARTNERSHIPS UPDATE	
	<p>LM's report was generally taken as read with LM providing more detail on some key points and intended actions.</p>	
63.12	FINANCE & OPERATIONS UPDATE	
	<p>SH's reports were taken as read, with key updates and discussions detailed below:</p>	

	<ul style="list-style-type: none"> Confident membership levels will return to pre-Covid figures. Should have clearer picture by the end of Q1 2023/24 Looking into cash investment into Bonds as currently due to inflation, currently losing 10% on all cash 2023/24 budget still in draft. Will be signed off at next Audit & Risk Committee Meeting, then to Board for final sign off <p>Action: Review of membership fees and full offering to be carried out following KR and LM's meeting with market research company, Ragdoll. Full proposition to be presented to the Board by latest August 2023 Meeting</p> <ul style="list-style-type: none"> 5% salary increase included in the 2023/24 budget as retention - incentive/address the cost of living crisis Additional £140k from UKS for Performance to be added to the budget, however budget would still be tight for camps and competitions due to inflation/general rising costs Budget currently sits at £16k deficit but will continue working on it with aim to reduce this to £0 Sedulo- have carried out the reviews of 3 England Areas. Some issues flagged but generally good observations and recommendations made 	KR/LM
63.13	DEVELOPMENT UPDATE	
	<p>KR's report was taken as read.</p> <p>KR added that she agreed the Judo Seminar had been a success and there was good collaboration with BJC however would have been better if more private providers had attended.</p> <p>Only other point was to inform that KR is progressing discussions on permanent dojos with Charles Johnston.</p>	
63.14	PERFORMANCE UPDATE	
	ND's provided a brief overview of his report with no further points to note.	
63.15	ANY OTHER BUSINESS	
	<p>GI raised wellbeing for athletes and whether there was any potential for coaches to receive Mental Health First Aid Training</p> <p>Action: AS would look into what training is available and report back</p> <p>RB raised Southern Ireland clubs being allowed to join the Northern Ireland Judo Federation</p> <p>Action: AS to seek advice and report back</p> <p>13.56 There being no further points to discuss, RS thanked everyone for their attendance and the meeting closed.</p> <p>-</p>	<p>AS</p> <p>AS</p>