

FINAL
BRITISH JUDO ASSOCIATION (BJA)
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD ON TUESDAY 25 APRIL 2023 @ 10AM
GEORGE KERR SUITE, WALSALL CAMPUS, UNIVERSITY OF WOLVERHAMPTON,
WALSALL, WS1 3BD & VIA ZOOM

PRESENT:	Ronnie Saez, Chair	(RS)
	Alex Slade	(ASI)
	Neil Fletcher	(NF)
	Lee Shinkin (via Zoom)	(LS)
	Diana Hunter (via Zoom)	(DH)
	Athena Witter (via Zoom)	(AW)
	Paul Ajala	(PA)
	Russell Brown	(RB)
	Garth Illingworth	(GI)
	Graham Campbell	(GC)
	Claire Lish	(CL)
APOLOGIES:	Ben Quilter	(BQ)
IN ATTENDANCE:	Andrew Scoular, Chief Executive	(AS)
	Lynn Madeley, Head of Partnerships (in part)	(LM)
	Sajid Hussain, Finance & Operations Director (in part)	(SH)
	Nigel Donohue, Performance Director (in part)	(ND)
	Chris Price, UK Sport Institute (in part)	(CP)
	John Eady, Knight Kavanagh & Page (in part)	(JE)
	Justine Lynch, Executive Officer	(JL)

No	ITEM	ACTION
64.1	WELCOME	
	RS welcomed everyone to the meeting	
	RS advised that there would be a small change to the running order of the meeting, with JE providing his update on the Feasibility Study at the start of the meeting.	
64.2	APOLOGIES	
	This section of the meeting commenced at 11.30am	
	RS informed that apologies had been received from BQ.	
64.3	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.	
64.5	MINUTES FROM PREVIOUS MEETINGS HELD ON TUESDAY 21 FEBRUARY 2023	
	It was agreed that the Minutes of the meeting held on Tuesday 21 February 2023 were an accurate record of the meeting.	

	Proposer: RB Seconder: GI	
64.6	ACTIONS ARISING FROM PREVIOUS MEETINGS (NOT INCLUDED ON THE AGENDA)	
	AS provided a brief verbal update on outstanding actions that have progressed.	
64.7	RISK REGISTER	
	<p>AS updated on the only item on the Risk Register that had changed since the Board papers were issued:</p> <p>Risk D4: Transgender Policy: Still awaiting the IJF to publish their policy which the BJA will align with. It is expected that the rules will be very strict in regard to competition. Remains a very relevant topic and there is a risk of cases where participation is denied, could be escalated.</p>	
64.8	FEASIBILITY STUDY/COMBAT CENTRE UPDATE	
	<p>10:05 JE joined the Board Meeting.</p> <p>JE shared a presentation, however the Board members on Zoom were unable to see this. Presentation to be shared with all Board members following the meeting.</p> <p>Key discussion points noted below:</p> <ul style="list-style-type: none"> • JE informed that the University of Wolverhampton are keen to engage in this project • ND commented that the project supports the University's aspirations and could attract more students, fits with UK Sport (UKS) guidance on sports being more collaborative, protects Judo, obvious cross over with other combat sports, provide a hub for UK Sport Institution and a rehabilitation centre that could attract IJF sponsorship as well as financial input from Walsall Council • A couple of layout options have been considered with the current sports hall being extended/additional floor added • SH added the cost/benefits analysis had been based on the 2nd layout option and would be paid for via a long term lease • RS advised this fits with the current strategy on both achieving our participation targets and delivering progressive events. As well as a better training environment having the potential to attract visits from foreign teams. Also, fits with UKS looking at areas for shared services. • Consulted with other sports (boxing, taekwondo and wrestling). Some are happy in current venue, others open to potential merging of NGBs. Also, other sports eg: British Gymnastics looking for a venue for events and workshops. <p>10:55 JE left the meeting</p> <p>There was then general discussion around selling the idea to other sports – pros/cons; space available; which areas would be shared; consultation with the University on unutilised space on campus; costs for the next steps and funding options.</p>	

	Action: AS to arrange a meeting with PWC to discuss possible pro-bono assistance and follow on meeting with the University. Update to be provided at the June Board Meeting	AS
64.9	<p>BUDGET 2023 TO 2024</p> <p>11:40am – JT and LM join the meeting.</p> <p>NF and SH provided an overview of the key points:</p> <ul style="list-style-type: none"> • Already reviewed by Audit & Risk Committee (A&RC) • Difference in “other grants” is due to receiving a large amount of additional funding from Sport England (SE) the previous year, budget has been set on what is currently in the bank account • No risk to grant income • Two main risks are membership and grading income (LM and KR are currently working on an acquisition and retention programme) • Gradings are budgeted at 1.6 per year per member, looking to increase this to 2 to 3 per year. Also, looking at ways to be more proactive with communication to clubs and coaches • Deferred income now back to usual levels • GC raised the Home Country contribution to the British Championships as this has not been factored into JudoScotland budget - AS to raise at the next Home Nations CEO Meeting on 24 May • Budget is realistic and conservative allowing for flex and will be re-forecast in 6 months with regular reviews by AS and SH and individually with the SLT <p>There was then a general discussion around obtaining a sponsor, which LM is looking into. Also, the potential for raising income from merchandise. AS commented that we have engaged a merchandising company and requested they lead on this, currently waiting on a proposal from them. Also, will engage JudoScotland and Welsh Judo – all kit can be personalised with club information.</p> <p>There were no further questions or comments.</p> <p>Budget Approver: NF Budget Seconder: GC</p>	
64.10	<p>CHAIRMAN'S REMARKS</p> <p>RS advised that he hoped to be able to carry out the Board member reviews over the next few weeks and would then provide an update at the June Board Meeting.</p> <p>Also, there had been a Nominations Committee Meeting on 12 April where the recruitment documentation and process for the Chair and INED had been agreed. Also, reviewed the Commission, Committee and Working Panel structures. There was agreement on the Standing Committees (A&RC, Nominations and Remuneration), and the Judo Commission would review the committees that report to the Judo Commission at their next meeting on 29 April.</p> <p>Organisation Health work continues with UKS, with RS and AS attending a further meeting on 12 July.</p>	

	<p>RS and AS would be travelling to Doha on 2 May to attend the IJF Congress prior to the World Championships, as well as hosting a reception on 3 May (day prior to the Congress) in support of Lisa Allan's IJF General Secretary Candidacy.</p> <p>RS had attended an EJU Executive Committee Meeting in mid April where there was also a seminar for Adaptive Judo. This is becoming an area of key importance and there has been a lot of praise for British coaches and volunteers. A bid has been submitted for intellectually disabled judo to be included in the Paralympics. RS also noted praise for Kerry Tansey and Matt Rush who had also attended the event.</p> <p>Also, discussed at a recent EJU Executive Committee Meeting, was that it was looking highly likely that Russians and Belarussians would be allowed to compete at the World Championships under a neutral flag. However the IJF were hiring a company to investigate the background of the athletes to check for military connections. This will mean that it is highly likely they will now be allowed to compete under a neutral flag for the last year of qualification prior to the Paris Games.</p> <p>Finally, a reminder about the EJU European Cup on 24 and 25 June, which RS hoped the Board would be able to come and support.</p>	
64.11	CHIEF EXECUTIVE'S REPORT	
	<p>AS's report was taken as read.</p> <p>AS advised that he was meeting JT later the same day to review the submissions required by 30 April in order to comply with the revised UKS Code for Sport Governance</p> <p>AS also advised that there had been an increase in the number of Subject Access Requests received mainly raising safeguarding issues which is currently affecting a lot of other NGBs. ASI commented that any requests should be specific.</p> <p>The other candidate who was running for the IJF General Secretary position, has now stood down. However, still important to canvass votes as it would be via show of hands at the IJF Congress. Lisa Allan being appointed would provide great kudos for British Judo and significantly raise our profile.</p> <p>LS raised data recovery and protection, suggesting data loss should be added to the Risk Register. AS advised that we do have Cyber Essentials Accreditation.</p> <p>-</p>	
64.12	HEAD OF PARTNERSHIPS UPDATE & BRAND STRATEGY PRESENTATION	
	<p>LM shared the Brand Strategy presentation and provided the Board with context around it. This was extremely well received and all the Board were bought in with the members that run Judo clubs adding that this would fit well into club structure. LM's presentation would be shared with Board members following the meeting.</p>	

	<p>LM advised that the next key focus was producing a concise Marketing and Communications Plan</p> <p>LM's report was taken as read.</p> <p>Action: LM and AW to meet to discuss points raised during the presentation.</p> <p>1pm SH left the meeting</p>	LM
64.13	FINANCE & OPERATIONS UPDATE	
	SH's report was taken as read.	
64.14	DEVELOPMENT UPDATE	
	<p>KR's report was taken as read.</p> <p>AS raised a couple of points where Board approval was requested in KR's report:</p> <ul style="list-style-type: none"> • Allowing clubs with no Club Welfare Officer an additional 6 months following affiliation to appoint one – Approved • Replacement Equality, Diversity & Inclusion Board Lead with CL leaving the Board – PA suggested <p>Action: KR to contact PA to confirm that he is happy to take on the role and then to be formally approved at the June Board Meeting</p>	KR
64.15	PERFORMANCE UPDATE	
	<p>ND's report taken as read, with the additional points noted:</p> <ul style="list-style-type: none"> • Currently have 2 fighters ranked No.1 and whilst this is celebrated externally, it is not internally so as not to put additional pressure on the fighters • Younger fighters attending the World Championships preparation camp • U23 Camp will be good for pathway and progress as the gap is becoming very significant • 9 fighters are currently doing Level 2 Coach courses which should be completed by July <p>-</p>	
64.16	ANY OTHER BUSINESS	
	1.30pm There being no further points to discuss, RS thanked everyone for their attendance and the meeting closed.	