

FINAL
BRITISH JUDO ASSOCIATION (BJA)
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD ON TUESDAY 24 OCTOBER 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	(DH)
	Paul Ajala	(PA)
	Russell Brown	(RB)
	Graham Campbell	(GC)
	Ben Quilter	(BQ)
	Garth Illingworth	(GI)
	Delia Wright	(DW)
	Rebecca McCreath	(RM)
APOLOGIES:	Neil Fletcher	(NF)
IN ATTENDANCE:	Andrew Scoular, Chief Executive	(AS)
	Gerry Gualtieri (Chair Designate)	(GG)
	Sajid Hussain, Finance & Operations Director	(SH)
	Karen Roberts, Development Director (in part)	(KR)
	Lynn Madeley, Head of Partnerships (in part)	(LM)
	Nigel Donohue, Performance Director (in part)	(ND)
	Andy Bowly, Head of ISW (in part)	(AB)
	Justine Lynch, Executive Officer	(JL)

No	ITEM	ACTION
67.1	WELCOME & APOLOGIES	
	RS welcomed everyone to the meeting. Apologies had been received from NF.	
	RS then welcomed DW and RM to their first Board Meeting, wishing them all the best and that he hoped they would get the same enjoyment from being part of the British Judo Board as he had over the past 12 years.	
67.2	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.	
	DH advised of a potential conflict if there were discussions around British Wrestling.	
67.3	ANY MATTERS FOR ANY OTHER BUSINESS	
	LS raised one item for AOB, however this was covered in the discussions in the meeting.	

67.4	MINUTES FROM PREVIOUS MEETINGS HELD ON TUESDAY 22 AUGUST 2023	
	<p>It was agreed that the Minutes of the meeting held on Tuesday 27 June 2023 were an accurate record of the meeting.</p> <p>Proposer: ASI Seconder: RB</p>	
67.5	ACTIONS ARISING FROM PREVIOUS MEETINGS (NOT INCLUDED ON THE AGENDA)	
	<p>AS provided a brief verbal update on outstanding actions that have progressed and then requested that ASI provide an update on the Transgender Policy.</p> <p>ASI advised that a recent live case had exposed gaps in our current Transgender Policy, therefore legal assistance had been sought from Brabners who have provided an updated policy. The main principle of this policy remains the same that if the competitor has gone through stage 2 (there are 5) of puberty they must compete in their born gender. The next stage is to work through the appeals process and variables on whether that main principle can be changed.</p> <p>Excellent advice has been received from Brabners and we are in a good position.</p>	
67.6	RISK REGISTER	
	<p>AS advised that Tim Ellis and himself are reviewing the structure of the Risk Register and will hopefully have an updated and improved version ready for the December Board Meeting.</p> <p>AS further advised that a few minor amendments were marked in red on the Risk Register and that three new low level risks had been added by Andy Bowly, Head of Inclusion, Safeguarding and Wellbeing.</p>	
67.7	SAFEGUARDING TRAINING	
	<p>AB joined the meeting and delivered a safeguarding training presentation. Related papers had been circulated as part of the Board pack.</p> <p>RS thanked AB for an informative presentation.</p> <p>AB also advised that he had established good working relationships with RB, Board Safeguarding Lead and PA, Board Equality, Diversity & Inclusion Lead.</p> <p>There then followed general discussion around when it was right to act, reporting on low level concerns; ne online reporting tools signed up to “MyConcern” and “MyVoice”; reasons for delays in conclusion of safeguarding cases; attitude to risk as difficult to avoid contact in a combat sport; and the need for clear information for all parties involved in any case.</p> <p>Action: AB to produce a simple user friendly information pack for sharing with Home Nations and members.</p>	<p>AB</p> <p>AB</p>

	<p>Action: AB to provide the Safeguarding Action Plan for distribution to Board members.</p> <p>Action: DH to introduce Dai Murray, Modern Pentathlon Safeguarding Lead to AB.</p>	DH
67.8	CHAIRMAN'S REMARKS	
	<p>R*S opened with an update on the Judo Commission (JC) which he chairs advising that they are reviewing the membership of the JC and the panels that report into the JC. There have already been some new appointments:</p> <ul style="list-style-type: none"> • Progressive Events Commission: Sarah Newbury new Chair and 2 new members. • National Referees Commission: James MacBeath new Chair and 2 new members. <p>RS moved on to update on international activity:</p> <ul style="list-style-type: none"> • IBSA World Games took place late August and it had been an excellent tournament, however no medals won but there were some fighters injured. RS wished his praise to Jessica Hastings (JH), Events Manager be noted. AS added that the IBSA President, Janos Tardos, has requested that we host the event again; • European Championships in Montpellier will be RS's last event as BJA Chair, which has 17 fighters competing; • RS has been given responsibility for Veterans (Masters) Judo by the IJF with the key task to develop the European Open Veterans Tour in 2024 and it is hoped that one of the first events will be hosted in the UK; • Shohei Ono is currently in Edinburgh but is very keen to visit the NTC and travel with the GB team; • In line with the IJF and IOC to allow Russian and Belarussian athletes to compete under a neutral flag, the EJU are allowing this at senior competitions. However the IJF and EJU have employed resources to look into the backgrounds of any athlete wishing to compete. <p>There was then general discussion around the JC structure and it was agreed to take this offline.</p> <p>Action: RS and GG to discuss the review of the JC structure and how this fits into the Board and a wider governance review.</p> <p>11:25 Break</p>	RS/GG
67.9	CHIEF EXECUTIVE'S REPORT	
	<p>11.40 to 11.50am LS absent from meeting</p> <p>AS's report was taken as read with the following points being discussed further:</p> <ul style="list-style-type: none"> • Board Training: AS confirmed that this would cover areas such as finance; chairing commissions; and Board meetings. Still waiting to get the date finalised and once have the agenda for the day this would be shared and the Board members and then a 	

	<p>final decision on which Board members were required to attend would be made;</p> <ul style="list-style-type: none"> • UKS Organisational Health Pilot: There had been a self evaluation event the previous week with UKS. Revealed that we are hard on ourselves but are generally in a good position with some areas for improvement/development identified. Overall it has been a very positive experience. <p>Action: JL to share the Organisational Health evaluation tool utilised and outcomes once received from UKS</p> <p>International Relations:</p> <ul style="list-style-type: none"> • AS and JH had attended the EJU Administration Conference where the contract for JudoManager (events management system) had been finalised. This can also be utilised by the Home Nations; • Finalising dates for the practical week of the 2024 IJF Academy but highly likely we will be hosting this at the NTC again. <p>Domestic Activity:</p> <ul style="list-style-type: none"> • Initial indications are that our award from UKS will be the same as the last cycle, at £7.2m, although in reality this is a 20% decrease due to increased costs; • UKS have requested that we look at working more collaboratively with British Wrestling and they are joining us for our UKS Engagement Panel Meeting on Thursday 16 November; • Good meeting with Birmingham City University in regard to areas of growth across the West Midlands; • Dr George Kerr CBE is now President Emeritus of JudoScotland and Colin McIver now President; • Quarterly Home Nations CEO Meetings taking place as well as specific department meetings, ie: safeguarding and marketing. Further specific discussion is required around Home Nations club membership in early 2024; • A -57kg fighter has requested to change to compete for another country, which will be confirmed by Friday 27 October. This point triggered discussion around the need to discuss athletes changing country with UKS, IJF and EJU as there is a lot of investment both financially and person resource made into fighters on the programme and changing does not disadvantage them in any way, ie in regard to losing qualification points. 	JL
67.10	FINANCE & OPERATIONS UPDATE	
	<p>SH's report was taken as read with a few additional points raised by SH below:</p> <ul style="list-style-type: none"> • SE Together Fund/Tackling Inequalities Fund finalised at the end of September with £350k being distributed directly to clubs. Now just working on case studies which will be shared on social media; • Membership income on target and no requirement to reforecast for remainder of 2023/24; • Accruals high as accrued for University rent which has not been invoiced as yet; • Potential opportunity to purchase assets from Birmingham Council who have been declared bankrupt, eg: accommodation; 	

	<ul style="list-style-type: none"> • Dip in income August to December due to judo being seasonal and some clubs based in schools; • Auditors carried out a VAT review from April 2018 to March 2022. No under submission from us identified, however we may be eligible to claim some VAT back. 	
67.11	DEVELOPMENT UPDATE	
	<p>KR provided more detail on a few key points from her report:</p> <ul style="list-style-type: none"> • Judo Standards: There is going to be a communication around education on duty of care for any judo activity and essential due diligence venues need to take before allowing judo activity. GG added need to stress the benefits of membership of the BJA, ie: quality assurance not just insurance; • JC Decisions: Approved the use of diabetic implants/monitors as well as the wearing of any coloured kit in a judo club; • Judo England Meeting: GI updated that a SWAT analysis had been carried out on the structure of Judo England and the 9 Areas. AS added, we are also keen to review the relationship across the Home Countries; Action: GI to present findings of initial Judo England/Areas review to the Board at the December Meeting • Events: Looking into what other events can be organised nationally or in the community for minors; • Anti-Doping: Good place with our Assurance Framework up to date with UKAD; • BJA/Home Nation Membership: Very current issue that was debated in length. <p>Action: KR to draft a clear simple statement on the position in regard to eligibility for a BJA licence</p> <p>Action: Membership process review to be carried out and discussed further by Board</p>	<p>GI</p> <p>KR</p> <p>AS</p>
67.12	PERFORMANCE UPDATE	
	<p>ND's report taken as read. Updates since the report was produced below:</p> <ul style="list-style-type: none"> • Para Potential event previous weekend and a camp, which went extremely well. Also, Lucy Renshall (who is injured) travelled with the team to help as a coach and at the request of the French Judo Federation, conducted a masterclass. Great example of how the fighters support the programme; • Celebrated Jemima Yates-Brown (JY-B) receiving her degree after 7 years of study, combining this with her judo career, which is encouraged by Performance. JY-B will also be joining the Marketing & Communications Team as a part time Content Creator; <p>ND also noted that the points above highlight that our current GB team are also our potential new workforce both in Performance and the NGB.</p> <ul style="list-style-type: none"> • Find out our final grant for the Los Angeles cycle in December; • Have an opportunity to; submit a request for additional funding to accelerate fighters through the Los Angeles and Brisbane cycles. Work on this will commence following the Paris Games. 	

67.14	MARKETING & COMMUNICATIONS UPDATE	
	LM provided more verbal detail to her pre-submitted report.	
67.15	ANY OTHER BUSINESS	
	With this being RS's last Board Meeting, he passed on his thanks to the Board members for their time and commitment to the BJA Board. Adding, there had been some challenges during his tenure but with the support of the Board and the BJA Executive Team, he felt he was leaving the Association in a good place. RS also wished GG all the best in his role as Chair.	