

FINAL
BRITISH JUDO ASSOCIATION (BJA)
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD ON TUESDAY 13 DECEMBER @ 10AM VIA ZOOM

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| PRESENT: | Ronnie Saez, Chair | (RS) |
| | Alex Slade | (ASI) |
| | Neil Fletcher | (NF) |
| | Marc Longhurst | (ML) |
| | Diana Hunter | (DH) |
| | Athena Witter | (AW) |
| | Paul Ajala | (PA) |
| | Russell Brown | (RB) |
| | Garth Illingworth | (GI) |
| | Ben Quilter | (BQ) |
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| APOLOGIES: | Graham Campbell | (GC) |
| | Claire Lish | (CL) |
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| IN ATTENDANCE: | Andrew Scoular, Chief Executive | (AS) |
| | Sajid Hussain, Finance & Operations Director | (SH) |
| | Nigel Donohue, Performance Director (in part) | (ND) |
| | Justine Lynch, Executive Officer | (JL) |

| No | ITEM | ACTION |
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| 62.1 | WELCOME | |
| | The Chair welcomed everyone to the meeting, being held via Zoom on this occasion due to weather and transport issues. | |
| 62.2 | APOLOGIES | |
| | RS informed that apologies had been received from GC and CL. | |
| 62.3 | 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. | |
| 62.4 | ANY MATTERS FOR ANY OTHER BUSINESS | |
| | NF requested that conduct at the recent British Championships by some coaches and fighters be discussed. AS advised at this point that the Members Code of Conduct Policy would be withdrawn from discussion at this meeting as it required some finessing. Once this was done, the policy would be presented to the Judo Commission for sign off and then to Board | |
| 62.5 | MINUTES FROM PREVIOUS MEETINGS HELD ON TUESDAY 4 OCTOBER 2022 | |
| | It was agreed that the Minutes of the meeting held on Tuesday 4 October 2022 were an accurate record of the meeting. Proposer: PA Seconder: RB | |

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| 62.6 | 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: Being reviewed as part of Byelaws review and expected to be finalised in next few weeks • Meeting with Sally Munday (SM): Meeting now scheduled with SM and Katharine Grainger for Wednesday 25 January • CRM: Ability to register gradings went live the previous day. Meeting organised to discuss the next development • NEST Contract: Typing error to be corrected, “NEXT” to NEST | |
| 61.7 | RISK & OPPORTUNITIES REGISTERS | |
| | <p>AS updated on amendments to the Risk Register:</p> <p>Risk P3: A submission has been made to UK Sport (UKS) for an additional £130k which if successful would significantly alleviate this risk in 2023/24 and 2024/25</p> <p>Risk D1: Initial Together Fund allocation has been distributed, applied for additional funding</p> <p>Opportunity P1: It had been hoped that EiS would relocate onsite, however it has been confirmed that this will not materialise</p> <p>Three new opportunities added:</p> <p>Opportunity P2: Dan Powell has returned to competition which increases medal chances at the Paris Paralympic Games 2024</p> <p>Opportunity D3: All Judo Seminar plans have progressed</p> <p>Opportunity D4: Membership offer being reviewed to identify ways of attracting and retaining more members</p> | |
| 61.8 | CHAIRMAN'S REMARKS | |
| | <p>RS updated on various meetings and events:</p> <ul style="list-style-type: none"> • Performance Directorat Review: RS and AS had recently participated in a Performance Department review meeting attended by the Performance Advisory Group, UK Sport, chaired by Conor O'Shea and facilitated by EiS. The meeting had been extremely interesting and highlighted the issues that the Performance function face both long and short term and in the Talent Pathway. RS concluded that he was looking forward to seeing the outcomes from this meeting and the impact developed from them as well as reviewing the progress in a year's time at the next meeting. • UKS Chairs & Chief Executives Dinner & Seminar: Attended by RS and AS, it had been expected that the seminar would focus on pressures on Government funding for sport, however, focus was more on the competition between new sports and more traditional sports. The main outcome was there would be cross sport working groups established to discuss which both RS and AS have volunteered to participate in (working group detail included in CEO Board Report). | |

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| | <ul style="list-style-type: none"> • AGM: Held on Saturday 1 November, the AGM had gone well however Zoom attendance to be considered for next year to increase participation. • British Championships: Although RS had been unable to attend (due to a conflict with an EJU Congress), the event had been successful. However, there was an evident reduction in the participation numbers for both cadets and juniors which is likely to be down to a lot of children between the ages of 12 and 17 being unable to participate for two years due to Covid 19. NF raised the number of athletes that would have doubled up as this could also effect the figures. AS added that despite the entry figures, the Performance Team had been impressed by the level of performance. Action: AS to obtain statistics on how many fighters doubled up in juniors and seniors events • EJU Congress: This year's Congress had been extended to include 2 days of workshops allowing an opportunity to discuss common issues. AS presented at the Marketing and Sponsorship workshop, sharing our strategy including the animation video, which was well received. Discussions focussed on engagement via digital channels and judo's USP that it is more than just a sport. Senior Vice President, Dr Colin Draycott, was presented with his 9th Dan at the Gala Dinner and an Order of Merit, which was also presented to Dr George Kerr CBE who had provided a video message. This showed that both the EJU and IJF hold them both in high regard and respect the contribution they have made to judo. <p>On Governance, RS passed on congratulations to DH who had recently been appointed as the Chair of British Modern Pentathlon and thanked her for still committing to her role as an INED for British Judo. DH thanked RS for the kind words, confirming that she was still committed to the British Judo board and keen to identify opportunities to share best practice.</p> <p>ML has notified RS that he is stepping down from the Board in order for him to focus on his role as Chair of Welsh Judo. RS thanked ML for his contribution and impact in the short time that he had served on the Board. ML thanked RS adding that he had enjoyed his time on the Board and felt he was leaving it in a good position, also that he would be happy to assist with any specific projects should this be needed. The candidate put forward to replace ML is Lee Shinkin (LS), who is a member of the Welsh Judo Board and also an ex-performance fighter and would be able to bring a lot of academic knowledge and judo experience to the Board.</p> <p>Action: Letter of support from Welsh Judo Chief Executive and CV for LS to be provided and circulated via email to the Nminations Committee for approval of LS to join the Board</p> | <p style="text-align: center;">AS/ Jessica Hastings</p> <p style="text-align: center;">AS/JL</p> |
| 62.9 | CHIEF EXECUTIVE'S UPDATE | |
| | <p>AS expanded on some of the key points in his report:</p> <ul style="list-style-type: none"> • Staffing: 5 new starts already confirmed for January 2023. DH has assisted with the recruitment of a Head of Partnerships and it is hoped this position will be filled in January 2023. One preferred | |

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| | <p>candidate who's interview was via Zoom, will be visiting Head - Office and the National Training Centre early January as well as the second favourite candidate. DH added that she had been impressed by the level of candidate the role had attracted.</p> <ul style="list-style-type: none"> • Website: AS thanked AW and DH for their feedback on the potential new website providers. A decision would be made early January. • Lisa Allan, IJF GS Nomination: AS sought approval from the Board to support LA's nomination for IJF General Secretary. Decision: The Board unanimously support this nomination and British Judo assisting with her manifesto • Budget 2023/24: An Audit & Risk Committee Meeting (A&RC) will be scheduled for January with the 2023/24 budget as a single agenda point for this meeting, with NF and SH reviewing this prior to the A&RC Meeting in early January. AS added that research had been conducted into what other NGBs are doing in regard to staffing. Also, membership is down by about 5k which will be raised at an upcoming meeting with NEST and hope to identify these people and contact them in regard to renewal. • French Judo Federation (FJF): AS had met with the FJF at the EJU Congress who are also focusing on digital marketing. Also, they are now using the Kano values to promote judo with a positive response. A visit will be organised to the FJF once the new Head of Partnerships is in place. • CRM & App: A communication is being sent to lapsed members before the end of the year. The App was being used by the Cadets at the British Championships and received positive feedback. | |
| 62.10 | FINANCE & OPERATIONS UPDATE | |
| | <p>SH provided the following update:</p> <ul style="list-style-type: none"> • Cost of Living Payment: Payment to staff earning under a set salary had been in November and had been received well. • Finance Systems: Moved from Sage to Xero which has already streamlined work processes. Also, now use Zoho expense system for staff which is also accessible on an App. • VAT Review: This has been conducted by Sedulo and will be shared with the A&RC at the January meeting • Budget: This year the budget is on track however a lot of risks have been identified for next year and might have to budget for a deficit. | |
| 62.11 | PERFORMANCE UPDATE | |
| | <p>ND's report was taken as read. ND provided clarification on a point raised by BQ that there is an increase in the entries in the J1 category and therefore probably a greater opportunity to accelerate J1s through the pathway.</p> <p>ND also advised that the NTC is currently on lockdown due to illness to protect the fighters due to compete at the Masters in December.</p> | |
| 62.12 | DEVELOPMENT UPDATE | |
| | <p>KR's report was taken as read. In KR's absence, AS expanded on a couple of points:</p> <ul style="list-style-type: none"> • KR has spent her first 3 months in the role pulling together a lot of information from a complicated environment including | |

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| | <p>meeting with most of the England Areas (2 outstanding). Also KR has been establishing strong relationships with other agencies</p> <ul style="list-style-type: none"> • KR's appointment has also enhanced the relationship between Performance, Talent and Development • Really positive that the L1 Coaching Courses have been oversubscribed and revalidation is also increasing. Also, we are now able to see from the CRM overdue qualifications and attempts are being made to make courses available locally • Significant amounts have been distributed via the Together Fund, next phase will be to gather feedback • Safeguarding Report shows 12 new cases, 8 closed and 4 pending, none of which present a major reputational risk <p>Decision: Honorary Life Memberships approved for Andy Grand (Southern Area), Jacqueline Cornick (Western Area) and George Tackie (Yorkshire & Humberside Area)</p> | |
| 62.13 | ANY OTHER BUSINESS | |
| | <p>Agreed to move the date of the February Board Meeting to Tuesday 21 February, JL to update calendar invite.</p> <p>Meeting closed at 12:00</p> | |