

**FINAL**  
**BRITISH JUDO ASSOCIATION (BJA)**  
**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**  
**HELD ON TUESDAY 22 AUGUST 2023 @ 10AM**  
**GEORGE KERR SUITE, WALSALL CAMPUS, UNIVERSITY OF WOLVERHAMPTON,**  
**WALSALL, WS1 3BD & VIA ZOOM**

<b>PRESENT:</b>	Ronnie Saez, Chair	(RS)
	Alex Slade (via Zoom)	(ASI)
	Neil Fletcher	(NF)
	Lee Shinkin	(LS)
	Diana Hunter (via Zoom)	(DH)
	Paul Ajala	(PA)
	Russell Brown	(RB)
	Marc Preston (via Zoom)	(MP)
	Ben Quilter	(BQ)
<b>APOLOGIES:</b>	Graham Campbell	(GC)
	Garth Illingworth	(GI)
<b>IN ATTENDANCE:</b>	Andrew Scoular, Chief Executive	(AS)
	Gerry Gualtieri (Chair Designate)	(GG)
	Lynn Madeley, Head of Partnerships (in part)	(LM)
	Sajid Hussain, Finance & Operations Director	(SH)
	Nigel Donohue, Performance Director (in part)	(ND)
	Andy Bowly, Head of ISW (in part)	(AB)a
	Joanne Bottomley, Sedulo (in part)	(JB)
	Maddie Thompson, Club Support Officer (in part)	(MT)
	Misha Patel, Youth Panel Representative (in part)	(MPa)
	Isabella Law, Youth Panel Representative (in part)	(IL)
	Tyla Slater, Youth Panel Representative (in part)	(TS)
	Justine Lynch, Executive Officer	(JL)

No	ITEM	ACTION
<b>66.1</b>	<b>WELCOME &amp; APOLOGIES</b>	
	<p>RS welcomed everyone to the meeting. Apologies had been received from GI and GC however MP would be in attendance as JudoScotland Representative. .</p> <p>RS also advised Rowena Birch was now unable to attend the meeting due to unforeseen circumstances but she would be invited to the next Board Meeting. In light of this, there would be a small change to the Agenda, with the Review of the Financial Statements moving to Item 7.</p> <p>RS then welcomed GG to his first Board Meeting, advising that GG would take over as Chair formally at the AGM in November. RS expressed his best wishes to GG, adding that he was sure GG would find the role enjoyable and fulfilling and that he and the other Board members were looking forward to a new era with the invaluable skills and experience that GG will bring to the role.</p>	
<b>66.2</b>	<b>DECLARATION OF ANY INTERESTS/CONFLICTS</b>	

	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.	
<b>65.3</b>	<b>ANY MATTERS FOR ANY OTHER BUSINESS</b>	
	There were 2 items raised for AOB. NF would like to discuss drafting an Investment Policy and AS would like to discuss the proposal for increased rebates from the British Judo Trust.	
<b>66.4</b>	<b>MINUTES FROM PREVIOUS MEETINGS HELD ON TUESDAY 25 APRIL 2023</b>	
	It was agreed that the Minutes of the meeting held on Tuesday 27 June 2023 were an accurate record of the meeting.  <b>Proposer: RB</b> <b>Secunder: NF</b>	
<b>66.5</b>	<b>ACTIONS ARISING FROM PREVIOUS MEETINGS (NOT INCLUDED ON THE AGENDA)</b>	
	AS provided a brief verbal update on outstanding actions that have progressed: <ul style="list-style-type: none"> <li>• <b>Byelaws and Committee Structures:</b> Karen Roberts and Nick Shepherd working on this and finalising some Committee structures as well as going out to advert for roles. Byelaws should be updated and ready to sign off at the October Board Meeting.</li> <li>• <b>Commercial &amp; Marketing Working Group:</b> LM will be picking this up.</li> <li>• <b>KC Engagement:</b> ASI updated on appointing a KC to address defamatory comments, and that he was of the opinion it was not worth the minimum £10k this would cost. It was agreed that it was a better use of resources to support victims but also to keep reporting defamatory posts to Facebook and police when warranted.</li> <li>• <b>Feasibility Study/Combat Centre:</b> AS meeting with PWC and Walsall Council later same day to sign off the proposal which is being added to the West Midlands regeneration process as an option. AS clarified that the wider strategic outline for the Centre is where judo fits in; what other sports could use the venue; how funds itself; and also Walsall Council are keen to use it for a healthy living centre.</li> <li>• <b>Business Continuity Plan:</b> This has now been updated, circulated to staff and plan to test this year. Success of the test will be reported back to Board.</li> <li>• <b>Transgender Policy:</b> The IJF have still not published their policy. ASI added that there has been one change identified so that the British Judo policy covers all judo participation not just competition. Also that there is non contact judo, therefore the sport is still inclusive. The participant who made a recent challenge has not provided any evidence. The correspondence has been more about feelings of “not fair”. However, this does need to be kept under close review as the science and legal view on this is constantly developing.</li> </ul>	

<b>66.6</b>	<b>RISK REGISTER</b>	
	AS provided an update on the Risk Register:	
<b>66.7</b>	<b>STATUTORY ACCOUNTS 2022 to 2023 SIGN OFF</b>	
	<p>JB provided an overview of the Key Financials highlighting where there had been key changes – both increases and savings. However, there were no major issues identified.</p> <p>JB then advised of a couple of management points that could be a risk:</p> <ul style="list-style-type: none"> <li>• No formal contract for the Chair, however this would be addressed when GG formally becomes Chair</li> <li>• Some missing receipts for credit card expenditure</li> </ul> <p>SH added that we would normally have an audit carried out each cycle by BDO, however we had not been selected as one of the 7 NGBs to be audited so would probably happen in the next cycle. AS added that we are part of an Organisational Health pilot scheme that UKS are running.</p> <p>RS confirmed with Board members that there were no additional queries or points for clarification.</p> <p><b>Decision: The Board unanimously agreed that they were happy to sign off the Statutory Accounts for 2022 to 2023</b></p> <p><b>Action: RS to sign 3 sets of Statutory Accounts at the end of the Board Meeting</b></p> <p>JB left the meeting.</p>	<b>RS</b>
<b>66.8</b>	<b>YOUTH PANEL UPDATE</b>	
	<p>MD and the 3 Youth Panel Representatives joined the meeting. MD provided a brief overview of her role and that the 3 Youth Panel Representatives would be sharing their personal experiences of judo.</p> <p>Key points from their updates are noted below:</p> <p><b>Misha Patel</b></p> <ul style="list-style-type: none"> <li>• Need to connect more with people who have had similar experiences</li> <li>• Improve on inclusion – important to engage more non white communities, eg by going into schools to introduce judo</li> <li>• Most of the social media focuses on elite athletes</li> <li>• More information on elite athlete journeys so that it seems achievable</li> <li>• Overall, done a great job at events but need to include everyone from all races and backgrounds</li> </ul> <p><b>Tyla Slater</b></p> <ul style="list-style-type: none"> <li>• Lives in Cornwall and not much activity there, has to travel a long way to participate</li> <li>• Competes, a time keeper, recorder and area referee</li> <li>• Noone available locally to do a recent black belt grading, had to pay someone to attend</li> <li>• Closed competition for young fighters is in Cardiff and parents are reluctant to travel that far as unsure what to expect</li> <li>• Need to host more closed competitions but hard to get the volunteers qualified to be able to host them</li> </ul>	

	<ul style="list-style-type: none"> <li>• Trying to get younger children to become a Level 1 Coach but have to travel to High Wycombe to do coaching</li> <li>• Need more competitions closer, eg: Bath, where there had been one recently and parents were happier to travel there</li> <li>• More coverage on officials, their experiences and opportunities on social media. Officials don't get enough recognition for the hard work they do</li> </ul> <p><b>Isabella Paw</b></p> <ul style="list-style-type: none"> <li>• Very passionate about judo and have tried to get friends to participate</li> <li>• As a cadet -48kg, don't have many people to fight. Have to travel to Europe. Not everyone will be able to afford this</li> <li>• More proactive about getting more people to join, maybe going into schools</li> <li>• Recently planned to travel to Bath to fight in a competition, found out 2 days prior that there was no one to fight in my weight category, or the one below -44kg. Still run a training camp which attended</li> <li>• Proactive about looking for volunteering opportunities but need for more opportunities openly available</li> <li>• Now that the Junior Coaching Award has been implemented, the coaches would like more support as they don't feel they can get their judokas qualified as coaches and officials</li> <li>• Review when training should start on armlocks and strangles as if face them in competition, not prepared</li> </ul> <p>RS thanked MP, TS and IP for their extremely valuable comments which had provided good insights into the practical difficulties in more remote areas and would have to look at more competitions for other Areas. RS added that it was great to hear that the future of judo is in such considered hands and to hear thoughts on how to make things better.</p> <p>GG added that it was refreshing to see this passion for judo and agreed it would be good to have stories on elite athlete journeys.</p> <p>PA advised he would like to join one of the Youth Panel meetings as the Diversity and Inclusion lead for the Board.</p> <p>MT, MP, TS and IP left the meeting</p> <p><b>Post Note:</b> MT confirmed to JL outside of the meeting that they were also meeting with LM later same day to share their views.</p>	
<b>66.9</b>	<b>INTRODUCTION, ANDY BOWLY: HEAD OF INCLUSION, SAFEGUARDING &amp; WELLBEING</b>	
	<p>11.25am AB joined the meeting</p> <p>RS welcomed AB and Board members provided a brief overview of themselves. AB then gave a quick resume of his career and talked the Board through a presentation. AB will be providing Safeguarding training at the October Board Meeting</p> <p><b>Action: PA and AB to meet to discuss the Equality, Diversity &amp; Inclusion Steering Group.</b></p>	<p><b>PA</b></p>

<b>66.10</b>	<b>NOMINATIONS COMMITTEE UPDATE</b>	
	ASI provided an update on the recruitment process for Chair and INED vacancies.	
<b>66.11</b>	<b>CHAIRMAN'S REMARKS</b>	
	<p>RS advised that he and AS had attended the Hungarian Masters. One of the primary reasons was to meet with Shohei Ono, who had expressed a desire to come to the UK to learn English now that he has retired. This has now been arranged and he will initially be based in Edinburgh for 6 months, at the Edinburgh Judo Club where there is already a Japanese coach, and then come to England where a programme of engagement with the judo community will be put in place.</p> <p>In regard to performance at the Masters, there had been slightly disappointing results however the fighters there were of a very high level. RS noted his congratulations to Lucy Renshall for winning Gold at the Zagreb Grand Prix which keeps her world ranked No.1. Currently we have 2 female fighters ranked in the top 5 (Lucy and Chelsie Giles) but no men in the top 30 currently. There will be an opportunity to pick up ranking points at the Oceania Grand Prix, however it's not currently known if Russian and Belarusian athletes will be allowed to compete.</p> <p>In relation to the Olympics and Paralympics, it is not clear yet if France are going to allow visas for Russian and Belarusian athletes. Also, currently looks unlikely that we will be able to qualify a mixed team based on the mens performance. However, the VI athletes have been very successful and there are going to be 4 fighters competing at the IBSA World Games.</p> <p>RS added that he is still supporting adaptive judo with a national training day scheduled for September, which of course all the Board were welcome to attend.</p> <p>The Judo Commission is currently conducting a grading review and how the grading system can be used to incentivise coaches to take on more gradings and in turn maximise revenue and retention. The Judo Commission is also reviewing the Terms of Reference and looking to recruit new members for the panels that sit beneath it</p> <p>RS, AS and DH had all attended a UKS Organisational Review session on 12 July. RS's opinion was that there was to be a rationalisation of the existing NGB system. DH's reflections were that it was a strong signal to get house in order and demonstrate more efficiency and collaborative working, however the funding levels would be low and also a lot of NGBs do not have the resources to carry out the work required for transformational change, but more about identifying what can be done to make some difference. AS agreed with the collaboration aspect and that the way forward is finding people/sports in the same position.</p> <p>There was then further discussion on the pros and cons of shared services.</p>	
<b>66.12</b>	<b>CHIEF EXECUTIVE'S REPORT</b>	
	AS's report was taken as read. Additional updates noted below:	

	<ul style="list-style-type: none"> <li>AS and ND are longest serving Chief Executive and Performance Director in British sport and been asked by UKS to take part in succession planning exercise. Meeting with UKS in September</li> <li>Positive meeting with the Home Nations in regard to the Los Angeles submission with responsibilities identified</li> <li>Key points from staff survey – more flex around office days and will be looking at compressed week, 4.5 days</li> </ul> <p><b>Decision: The Board unanimously agreed they were happy to approve the ESG CSR Policy</b></p>	
<b>66.13</b>	<b>FINANCE &amp; OPERATIONS UPDATE</b>	
	<p>SH gave a verbal overview of his report, adding that Q1 had been very positive and now performing better than pre-Covid without any intervention and that we should see this improve further following the impact of the Together Fund and planned acquisition and retention campaign.</p> <p>The Investment Policy was raised here and that SH, NF and GC would be working on a policy to identify best way to invest cash. The Policy would be agreed by the Audit &amp; Risk Committee and taken to the December Board Meeting for approval.</p>	
<b>66.14</b>	<b>PERFORMANCE UPDATE</b>	
	ND's report was taken as read with some discussion around recent results and the Talent Pathway.	
<b>66.15</b>	<b>PARTNERSHIPS (MARKETING &amp; COMMUNICATIONS UPDATE)</b>	
	LM provided a verbal overview of her report.	
<b>66.16</b>	<b>DEVELOPMENT UPDATE</b>	
	<p>In KR's absence her report was taken as read, with the following approvals as requested.</p> <p><b>Decision: The Board unanimously agreed to extend the date for clubs to appoint Club Welfare Officers to April 2024 without any punishment</b></p> <p><b>Decision: The Board unanimously agreed with the proposal to move our British Competitions and Events to Nottingham University as of 2024.</b></p>	
<b>66.17</b>	<b>ANY OTHER BUSINESS</b>	
	<p>AS raised the proposal from the British Judo Trust to increase rebates from £1 to £2. This had been discussed at the last Audit &amp; Risk Committee Meeting, who had agreed that the Trust should be invited to attend a Board Meeting to clarify their remit and discuss a way forward and options for additional funding. RS added that we also need to look at the governance, structure and relationship to British Judo. AS has already taken an action from the Audit &amp; Risk Committee Meeting on this matter.</p> <p>RS confirmed with the Board members there were no further questions and the meeting closed at 13.30.</p>	<b>AS</b>



**BOARD**