

FINAL
BRITISH JUDO ASSOCIATION (BJA)
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD ON TUESDAY 23 AUGUST @ 10AM
HOWDENS, ONE CREECHURCH PLACE, LONDON, EC3A 5AF & VIA ZOOM

PRESENT:	Ronnie Saez, Chair	(RS)
	Peter Blewett	(PB)
	Alex Slade	(ASI)
	Neil Fletcher	(NF)
	Marc Longhurst (via Zoom)	(ML)
	Diana Hunter	(DH)
	Athena Witter	(AW)
	Paul Ajala	(PA)
	Ben Quilter (via Zoom)	(BQ)
	Russell Brown	(RB)
APOLOGIES:	Graham Campbell	(GC)
	Claire Lish	(CL)
IN ATTENDANCE:	Andrew Scoular, Chief Executive	(AS)
	Dan Wilson, Sedulo (in part)	(DW)
	Justine Lynch, Executive Officer	(JL)

No	ITEM	ACTION
60.1	WELCOME	
	The Chair welcomed everyone to the meeting.	
60.2	APOLOGIES	
	RS informed that apologies had been received from GC and CL. Also, DH would be slightly late joining the meeting.	
60.3	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.	
60.4	ANY MATTERS FOR ANY OTHER BUSINESS	
	No matters for Any Other Business were raised.	
60.5	MINUTES FROM PREVIOUS MEETINGS HELD ON TUESDAY 23 JUNE & FRIDAY 9 JULY 2022	
	AW to send a small amendment to the Minutes of Tuesday 23 June 2022 to section 59.9. No further amendments and it was agreed the Minutes were an accurate record of the meeting. Proposer: PB Secunder: NF It was agreed that no amendments were needed to the Minutes of the Extraordinary Board Meeting on Friday 9 July and that they were an accurate record of the meeting. Proposer: ASI	

	Seconded: RB	
60.6	ACTIONS ARISING FROM PREVIOUS MEETINGS (NOT INCLUDED ON THE AGENDA)	
	<p>AS provided a brief verbal update on outstanding actions:</p> <ul style="list-style-type: none"> • Commission Terms of Reference: Following on from the M&A Review, these would now be revamped • BJC/AJA Affiliation Agreements: Karen Roberts (KR) to be involved in the meeting which is still to be arranged • Participation at Mongolian Grand Prix: Nigel Donohue had informed AS that the IJF had been clear that if one athlete withdrew from competition, the entire team would have had to withdraw. Letter has been sent to Hugh Robertson, BOA Chair, who is going to raise the issue with the IOC and then draft a reply for the Board's attention. The Russian Federation have currently taken 10 federations to the Court for Arbitration for Sport for not allowing them to compete but still awaiting outcomes. It is expected that this will intensify on the run up to Paris 2024. 	
60.7	RISK & OPPORTUNITIES REGISTERS	
	<p>10.34 DH joined the meeting</p> <p>AS updated on amendments to the Risk Register:</p> <p>Risk P2: VI weight category changes have now been confirmed which means we have the current World No.1 and Olympic Gold medallist in the same category but only able to take one to Paris 2024</p> <p>Risk O2: KR has been in contact with the England Areas and will be progressing the technical official seminars</p> <p>Risk S1: Cost of living crisis impact on membership income to be considered when re-budgeting. Also, discussed with SE who have advised there can be flexibility in allocating funding across the NGB</p>	
60.8	CHAIRMAN'S REMARKS	
	<p>RS advised that following the AGM, Garth Illingworth would start as England Area Chair.</p> <p>Action: GI to be invited to the October Board Meeting as an observer</p> <p>In regard to the Strategy, clubs have now received a copy of the booklet and feedback is that it has been well received. Now need to focus on how we achieve the objectives and ensure that it is being bought in to. The BJA's role is to be an enabler and to work together with the coaches and move away from a one size fits all solution, tailoring support to the individual needs of clubs and coaches.</p> <p>PB raised the Commonwealth Games and if the digital opportunities had been maximised around them. NF commented that he had received increased enquiries. AS added that so far there has only been anecdotal evidence, full feedback will need to be sought from clubs. RS added that once the school holidays were finished, it would be the correct time to launch a digital marketing campaign.</p>	JL

	<p>Action: AS to request Nikki Patel (NP) to conduct a benchmarking exercise on how our media exposure compared with other sports at the Commonwealth Games to include what we did well and what could be learnt from other sports.</p> <p>RS moved on to membership, advising that as of the end of June, this was back to 97% of pre-Covid levels. There was then discussion around how to pitch judo to attract more members including a cheaper option than other martial arts; health, welfare, mental and community benefits, needing to appeal to parents and using the athletes to give a personal touch. AS advised that he has raised this with KR who is going to manage the production of a 90 second video to include a focus on our USP.</p> <p>DH added that the BJA needs to ensure there is a plan in place ready to enact should there be a direct impact on finances from the cost of living crisis. AS advised that himself, SH and KR have a meeting arranged to discuss this, adding there is some underspend in the Sport England (SE) budget which is flexible. RS added that the SE funds can be utilised to make judo cheaper in deprived areas.</p> <p>RS advised that there had been 2 meetings of the Judo Commission and the next priority is to look at the 5 Commissions that currently report into Board, these will now become panels that feed into the Judo Commission.</p> <p>RS then raised the Commonwealth Games, which had been extremely successful for judo. There were 34 nations competing, 16 of which medalled. The Home Countries won 21 medals with England taking 13 of those including 5 golds and 4 out of the 5 golds were won by the men. This was an excellent showcase for the push to get judo included in the Victoria 2026 Commonwealth Games, as it not currently. RS and AS met with the Australian Judo Federation and the IJF during the Games and the process for getting judo included is to send an expression of interest to Judo Australia and then it will be the Victoria State Government who make the final decision, which it is hoped will be made by the end of the year. There are currently 5 slots available and 8 sports applying for them.</p> <p>RS apologised for having to change the Board Meeting date at short notice due to an EJU meeting, however he hoped to have the meeting dates in advance for 2023 so conflicts can be avoided.</p> <p>On events, RS advised that we have been awarded a Junior European Cup scheduled for June 2023 which will include a camp that there will be charge for to attend. It is expected that the first year we host it, it will be a breakeven event but hope to build on it for future years. AS added that RS's appointment to the EJU Executive Committee has assisted with this. Also, the practical week of the IJF Academy for coaches is currently taking place at the National Training Centre with 38 participants, including overseas coaches. It is hoped that we will host this on an annual basis.</p>	AS/NP
60.9	CHIEF EXECUTIVE'S UPDATE	
	AS provided a brief overview of his pre-submitted report.	

60.10	AUDIT FINDINGS	
	<p>The Statutory Accounts and Report to Directors had been included in the papers sent to Board members prior to the meeting. DW firstly gave a brief verbal overview of the Report to Directors.</p> <p>The movement in overheads was discussed, with SH stating that the BJA overheads are low in comparison with other NGBs. DH suggested a good exercise would be to strip out the one off overhead savings from the last financial year in order to obtain the optimal ratio for income and expenditure and optimal efficiency and benchmarked against other NGBs. SH informed that HaysMacIntrye have conducted a benchmarking exercise for UKS, which is to be shared with NGBs.</p> <p>Action: To be added to the agenda for upcoming finance meeting between AS, SH and KR.</p> <p>DW then moved on to the Statutory Accounts, stating that it was a clean audit with no flags raised. One area to consider was the Reserves Policy and setting a minimum/maximum range and consider setting aside any funds that take this over the maximum to fund events as an example. Also, looking into an investment policy for cash at bank. AS advised he has a meeting scheduled with GC to discuss this in his financial advisor capacity.</p> <p>Decision: The Board unanimously approved the Statutory Accounts for sign of.</p> <p>Proposer: PB Seconder: NF</p> <p>Action: RS to sign 3 copies of the Statutory Accounts for SH to return to Sedulo</p>	<p>AS/SH</p> <p>RS/SH</p>
60.11	MEMORANDUM & ARTICLES	
	<p>ASI opened by apologising that the version of the updates to the Memorandum & Articles circulated with the Board papers was not the most up to date.</p> <p>ASI firstly sought confirmation that there were no concerns or objections to the amendments marked as “Agreed”. None were put forward.</p> <p>Next steps would be for ASI to update and advise solicitors to re-draft the M&As accordingly. A copy of the amendments would be issued with the Annual Report and AGM papers, which would be followed up with open consultation sessions for clubs.</p> <p>Action: AS and RS to facilitate 3 consultations sessions prior to the AGM, one physical and 2 via Zoom.</p>	<p>AS/RS</p>
60.12	TECHNICAL & EDUCATION UPDATE	
	<p>Technical and Education Report submitted by Joyce Heron prior to the meeting was taken as read.</p>	
60.13	PERFORMANCE UPDATE	
	<p>13:25 BQ left the meeting</p>	

	<p>AS raised the Net Promoter Score in the Culture Health Check report advising that he was going to request more detail on how this score had been reached. AS added that there has been a significant increase in the positivity since the last report, credit to be noted for the Performance Team.</p> <p>Action: AS to contact UKS in regard to the Net Promoter Score and other combat sports by way of comparison and update Board members</p>	<p>AS</p>
60.14	MARKETING, DIGITAL & COMMUNICATIONS UPDATE	
	<p>Report submitted by Nikki Patel prior to the meeting taken as read, with the following actions identified.</p> <p>Action: Marketing and Digital Plan to be a key agenda point on future Board meetings Action: AS to follow up with NP on the potential sponsorship deal Action: Meeting of the Commercial & Marketing Working Group to be organised</p>	<p>AS/JL</p> <p>AS</p> <p>AS</p>
60.15	AUDIT & RISK COMMITTEE and FINANCE UPDATE	
	<p>SH provided a verbal overview of the Finance Update:</p> <ul style="list-style-type: none"> • Meeting with the British Judo Trust to discuss how they are allocating their rebates received from the BJA and if current Performance athletes are able to apply for assistance • Progress made in regard to the Area audits and these should be completed by the end of September, this will be raised at the England Areas Meeting on 10 September • Moving to cloud based Xero accounts system and changing banks from HSBC to Lloyds • UKS not providing as much funding support for the British Championships that cost £50k to host and generate approximately £10k • £30k had been allocated for purchasing new mats but now receiving the mats from the Commonwealth Games, so going to request reallocating the funding from UKS received for this 	
60.16	ANY OTHER BUSINESS	
	<p>AS pointed out that Board Meeting dates for 2023 had been added to the Agenda and invites would be sent out shortly.</p> <p>AGM and Awards Dinner scheduled for Saturday 12 November and part of the theme for this year's would be celebrating 50 years since judo entered the Olympic Games as a core sport and won 1 silver and 2 bronze medals, the winners of which would be invited to the Awards Dinner. There will also be an acknowledgement of coaching teams and athlete pathways. Approaching suppliers in regard to sponsorship.</p>	