



Minutes
of the
British Weight Lifting Board Meeting

Venue: Jaguar Suite, Ricoh Stadium, Coventry, CV6 6GE
Date: Friday 26 June 2015
Start: 1.00pm.

Present: Peter Rowley (PWR), Ashley Metcalfe (AM), Malcolm Boyd (MB), Stewart Cruikshank (SC), Catherine Eastham (CE), Mike Irani (MI), David Knaggs (DK), Mark Martin (MM), Patrick Roberts (PR), Guy Taylor (GT), Michele Verroken (MV).

In attendance: Tommy Yule (TY), David Gent (DG), Jonathan Wilson (JW) from 100AND10% Marketing for items 1 – 8; Liz Aitken (LA) from Sport England, Kate Green (KG) from UK Sport.

1. General

1.1 Chairman's Welcome

PWR welcomed all to the meeting, particularly SC and DG who were attending their first meeting as non-executive director and development director respectively and LA, KG and JW as guests. He declared the meeting quorate, outlined the key items of the agenda and reminded members that discussions at the meeting were confidential and none of the proceedings should be disclosed to third parties without his prior written approval in accordance with the directors' code of conduct that all members had signed.

1.2 Apologies

None.

2. Declarations of Interest

PWR reminded members of the need to declare their interest in any items requiring a decision. PWR drew members' attention to his role with Sport England generally and informed members that he was no longer an independent member of UK Sport's Audit Committee. No other declarations of interest were declared.

3. 2015-2017 Strategy Discussion

PWR outlined the change in the agenda to focus upon strategic rather than operational matters at the commencement of the meeting in the light of the Minister of Sport's comments about a new sports strategy following APS9 figures, the forthcoming consultations by DCMS and Sport England, the previous UK Sport consultation and the challenges for NGBs in a difficult financial climate going forward requiring NGBs to drive up own-generated revenues to reduce dependencies upon public funding. He invited AM to lead the discussions. AM's presentation outlined current vision, mission and performance against targeted outcomes and the need for change. TY and DG presented upon performance and participation strategies and discussions ensued, following which **it was agreed that AM and the management team would take members' views into account in revising strategies and present with recommendations and outcomes at the next meeting on 23 September.** Several members offered to support the process.

JW updated members on the marketing and communications strategy over the 15 months since appointment. Members noted the improving awareness of the sport's brand and market appeal.

4. Minutes of the previous meetings and matters arising

The minutes of the Board meeting held on 25 March 2015 circulated previously were agreed as read.

PWR referred to item 11c, following which **it was agreed that to improve organisational transparency and to communicate better with stakeholders, the minutes of the board meeting held on 25 March 2015 would be published on the website and that the minutes of future board meetings (redacted where necessary by the chairman and reviewed on a rotating basis by other board members) would also be published following approval of such minutes.**

There were no other matters arising not appearing elsewhere on the agenda.

5. Decisions taken outside the Board Meeting

PWR reminded members of his email dated 7 April 2015 informing recipients of Suzy Trebillcock's resignation with effect from that date. The board now comprised 11 members and **it was agreed that 11 remained the optimal number and that current composition was appropriate** until such time as the annual board effectiveness review scheduled for the final quarter of 2015 had been completed.

6. Sub-Committees

PWR invited AM and the sub-committee chairs, respectively, GT, CE and PR to update members on activities since the last meeting, following which there was general satisfaction

that the committees were appropriately populated and working under suitable terms of reference.

7. Performance & UK Sport Update

TY provided further information and analysis additional to his presentation under item 3 above, with additional commentary from GT in his capacity as chair of the performance sub-committee, in particular the development of the Golden Chance squad. Board Members noted TY's report, considering that BWL members would welcome the continuing progress made.

8. Sport Development, Coach Education and Sport England Review

DG provided further information and analysis of Sport England's APS9 figures, noting in particular the 20% increase on previous participation figures to 109,000 per week and the sustained increase in female lifting. Board members noted that these figures had reversed the trend of falling weekly figures 2 years previously. DG also outlined the views of regional representatives at the Loughborough meeting attended by PWR, AM, TY and himself that helped to inform the development of the sport and the review of strategy that he was undertaking. He enjoyed a positive and regular dialogue with LA and her colleagues at Sport England. Board members noted the positive impact that DG had made since appointment.

TY, DG and JW left the meeting.

9. Finance Matters and Update

9a and 9b. Management accounts to 31 May 2015 and Forward Forecasts for 2015/16

MM referred to the management accounts, the forward forecasts indicating a higher year end gross surplus at 31 March 2015 and the commentary circulated previously, illustrating his presentation of continuing improvements in financial performance graphically. Members welcomed the improving position.

10. Risk register

AM referred to the risk register circulated previously updated since the last meeting to incorporate a dash board summary. No new risks had been identified and members noted that the company's risk profile had started to improve.

PWR informed members' that the long overdue on-site follow up audit by Moore Stephens was now schedule for 8 July, following which it was anticipated that the RAG rating would be amended positively. PWR also thanked PR for his work on reviewing the register and risk management policy, further revisions to which would be presented at the next meeting.

11. CEO's update

AM referred to his comprehensive report circulated previously, reminding members that in view of time constraints it was for information only. Members noted the intense activity undertaken since the last report.

The board noted the complaints log circulated previously.

12. BWL HR and Financial Policies

AM referred to the paper circulated previously. **It was agreed that that Board should delegate the task of reviewing and revising the various policies that required updating following the review of current HR and Finance policies and practices funded by the grant award from Sport England to the Finance and General Purposes sub-committee.** The sub-committee would report back with recommendations at subsequent board meetings.

PWR thanked LA for Sport England's support, informing her that whilst the HR project had been undertaken promptly, the financial procedures review had been undertaken poorly, inaccurately and had required much chasing. The service and value for money provided by the contractor had left much to be desired. Consequently, BWL could not recommend the particular firm.

13. Chairman's update

The forward agenda circulated previously was noted. PWR undertook to vary certain agenda items to reflect appropriate priorities.

14. Any Other Business

GT sought and received support for TASS in the forthcoming Lottery awards.

15. Date of next Meeting

The next meeting will be 23 September 2015 at a venue to be confirmed, probably Loughborough.

The meeting closed at 5.40 pm.