



**Minutes of the**  
**British Weight Lifting Board Meeting**

**Venue:** Belmont House, 20 Wood Lane, Leeds  
**Date:** Wednesday 25 March 2015  
**Start:** 1.00pm.

**Present:** Peter Rowley (PWR), Ashley Metcalfe (AM), Malcolm Boyd (MB), Catherine Eastham (CE), Mike Irani (MI), David Knaggs (DK), Mark Martin (MM), Patrick Roberts (PR), Guy Taylor (GT), Suzy Trebillcock (ST).

**Apologies:** Michele Verroken (MV).

**In attendance:** Tommy Yule (TY) for items 1 – 8b.

**1. General**

**1.1 Chairman's Welcome**

PWR welcomed all to the meeting, particularly CE, DK, PR and GT, all of whom were attending their first meeting. 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**

MV and Stuart Cummings (SC) had given their apologies.

**2. Declarations of Interest**

The Register of Interests circulated previously was noted. PWR reminded members of the need to declare their interest in any items requiring a decision. PWR drew members' attention to his roles with Sport England and UK Sport generally. ST declared an interest in matters pertaining to Northern Weightlifting. No other declarations of interest were declared.

### **3. Minutes of the previous meetings and matters arising**

The minutes of the Board meeting held on 10 December 2014 circulated previously were agreed as read.

Referring to the minute pertaining to 7h, wherein members had discussed the policy pertaining to eligibility for membership PWR informed members that following discussions with our professional advisers, he did not recommend redrafting the Articles of Association for this specific purpose presently until the practices of other national governing bodies had become clearer.

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

### **4. Decisions taken outside the Board Meeting**

PWR reminded members that following his email to board members of 2 February 2015 and the unanimous consent received to invite, DK and PR had accepted invitations to join the board.

PWR also referred to his email of 6 March informing board members of BE's resignation. A recommendation to fill the casual vacancy so created would be discussed under item 11a and until it was filled the board comprised 11 members (minimum 4 maximum 12).

### **5. Sub-Committees**

AM spoke to the paper circulated previously.

Following discussion and questions pertaining to the possibility of AM's workload limiting his availability to attend all sub-committees' meetings, clarification as to the consideration of risks specific to particular sub-committees to consider, the appointment of co-opted (non board member) members and the appropriateness of the title of a certain sub-committee, **it was agreed that**

- **The Marketing and Development and Development and Membership sub-committees would merge;**
- **The terms of reference be approved, subject to AM reviewing risks pertaining to specific sub-committees' areas of interest being reviewed with sub-committee chairs;**
- **PR would chair the Finance and General Purposes Committee, and that MM and DK would be members;**
- **GT would chair the (previously High, but the word be deleted) Performance Committee, that MI would be a member and that GT would approach M and certain co-opted others to join;**
- **CE would chair the Commercial, Marketing and Development Committee, that MB would be a member, and**

- **AM would be a member of all committees, but PWR would not be a member, although he would be invited to attend all meetings, exercising his discretion to do so as appropriate.**

## **6. High Performance & UK Sport Update**

TY presented to members on the outcome of the successful annual investment review with UK Sport, the implications of being a risk and opportunity sport, how we are assessed by UK Sport and the additional conditional funding for IPC Powerlifting, the talent identification programme and the 2015/16 budget. PWR confirmed that the board of World Class Lifting had met earlier that day and approved the budget, in particular the loading of the remaining 2 years into 2015/16 to develop potential for Tokyo. GT commented upon the financing of the world class programme, the cost and usage of specialist support and the risks leading up to Rio.

The board noted TY's report, considering that BWL members would welcome the positive progress made.

## **8. Finance Matters and update (taken out of order)**

### **8b. Forward Forecasts and budgets for 2015/16**

AM and MM presented the budget and cash flow forecast for 2015/16 circulated previously, drawing attention to the assumptions upon which they are based and the key variable of income from courses and the scope for uncertainties in revenues and costs, together with the desirability to meet the forecasted surplus as early into the financial year as possible. Following discussion, **the budget was approved.**

TY left the meeting.

### **8a. Management accounts to 28 February 2015**

MM referred to the management accounts and the forward forecast to the yearend circulated previously, the improving position following the launch of courses education and recommended varying the accounting treatment of investment in course development. Following discussion, the **variation was approved.**

## **7. Sport Development, Coach Education and Sport England Review**

AM presented SC's analysis of APS8 showing that BWL continued to exceed Sport England's KPIs and reported upon the satisfactory annual investment review and the continuing imperative to increase the coach education product range.

The board noted the report.

## **9. Risk register**

AM referred to the risk register circulated previously that he had updated since the last meeting. No new risks had been identified and members noted the company's risk profile.

A discussion ensued, following which **it was agreed that the register should incorporate a dashboard to summarise movements in particular risks.** It was confirmed that the board would continue to receive quarterly updates and that the Finance and General Purposes sub-committee would monitor the risk register in between board meetings.

GT left the meeting.

## **10. CEO's update**

AM referred to his comprehensive report circulated previously, and addressed the following matters in particular:

### **10a. Operational Update**

22 applications had been received for the role of National Development Manager consequential upon SC's forthcoming departure to the ECB that had been reduced to a short list of 7 to be interviewed by AM, MM and PWR in early April. AM and PWR were to meet David Portas to consider the possibility of a strategic review to update the whole sport plan funded by Sport England.

### **10b. Governance reviews**

AM informed members that Moore Stephens' follow up governance audit had been deferred from 30 March until May at the request of their clients. The final reports of the HR health check and financial controls review funded by Sport England were awaited.

### **10c. IWF**

AM commented upon the IWF anti-doping committee that he had attended and the meeting with Tamás Ayan at which he had requested the use of the IWF logo to endorse our coaching qualifications and the opportunity to host a World Seniors in 2019. A response as awaited.

### **10e. England Group**

AM updated the board on the sponsorship received to cover World Championship and European Senior Championships costs for male lifters together with training camp support for English lifters.

### **10f. Weight Lifters' Supporters Fund**

AM reported that trustees of the fund had still not met to determine the application submitted before Christmas to support the strategic development of young athletes. MI undertook to contact Brian Hamill directly.

### **Complaints log**

The board noted the complaints log circulated previously.

## **11. Chairman's update**

### **11a. Board Appointment**

PWR referred to the paper entitle "Casual Vacancy" circulated previously and the desirability to appoint a BWL member who had enjoyed success at the highest levels. **It was agreed that PR should invite Stewart Cruikshank (SC) to become a non-executive director and a member of the Performance sub-committee and arrange a suitably tailored induction.**

### **11b. Forward Agenda**

The forward agenda circulated previously was noted.

### **11c. AGM/ Board minutes & public disclosure**

PWR referred to the paper circulated and a decision ensued, following which **it was agreed that to improve organisational transparency and to communicate better with stakeholders, AGM and board minutes (the latter redacted where necessary by the chairman and reviewed on a rotating basis by other board members) would be published on the website.**

## **12. Any Other Business**

AM suggested the desirability of an award or other initiative in memoriam of Louis Martin. A number of suggestions were made and AM undertook to circulate a recommendation by email to be launched at the British Championships on 27/28 June.

## **13. Date of next Meeting**

The next meeting will be 26 June 2015 at the Ricoh Stadium, Coventry.

AM left the meeting.

## **14. Private meeting of non-executive directors**

Members discussed a number of confidential items that are minuted separately. PWR would inform AM accordingly.

The meeting closed at 5.20 pm.