



Minutes of the
British Weight Lifting Board Meeting

Venue: Burleigh Court Hotel, Loughborough
Date: Wednesday 23 September 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) (from item 5).

In attendance: Tommy Yule (TY), David Gent (DG).

1. General

1.1 Chairman's Welcome

PWR welcomed all to the meeting, reminded members of the decision taken at the previous board meeting that the optimal board complement remained 11, 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. No other or new declarations of interest were declared.

3. Minutes of the previous meetings and matters arising

The minutes of the Board meeting held on 26 June 2015 circulated previously were agreed as read.

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

4. Decisions taken outside the Board Meeting

4a Anti-Doping Policy Update

PWR reminded members of AM's email dated 17 August 2015 proposing amendments to BWL's anti-doping policy that individuals would be held liable for any fines in line with IWF revisions and recommendations. Members had confirmed consent to the proposal electronically and consequently, the necessary changes had been implemented and communicated via the website. TY also confirmed that all athletes selected for international competitions would receive letters reminding them of their responsibilities under the policy.

5. Performance and UK Sport update

PWR thanked TY for the session at BWL's high performance gym at Loughborough University prior to the board meeting and invited him to present his report.

MV joined the meeting.

The presentation reported upon key results from the British Championships and international competitions since the last board meeting; confirmed that female athletes on the world class programme (WCP) remained on track to achieve performance targets at the World Championships in November; highlighted Rebekah Tiler's 3 gold medals at the European Youth Championships, Natalie Blake's bronze at the Asian Open and the 6 medals won by British athletes at the Commonwealth Youth Championships; selections for the World Championships, the European Juniors/Under 23s and the Commonwealth Championships, together with the rationales; the 4 different funding streams for supporting teams; recruitment for 5 coaching positions; the talent pathway and attendant coaching structure; the WCP Selections and Golden Chance Talent Confirmation; and forward plans.

TY also responded to various questions from board members, in particular lessons learned from the inaugural Golden Chance programme, proposals to repeat it and timing; the need to communicate with coaches and clubs about talent progression and not becoming elitist; and the possibility of appointing an 'honorary regional scout' to spot talent inside and outside the sport.

Members thanked TY for a very encouraging report and **confirmed that selection of athletes, coaches and other support staff was a matter for TY as Performance Director and not the board.**

PWR congratulated MI and Mary Hancock on being selected as officials at the World Championships.

PWR invited GT to update board members on meetings of the Performance sub-committee held earlier in the day, who reported in particular the complimentary reports of British performances at the Commonwealth Youth Championships in Samoa, especially Rebekah Tiler not only for her lifting performance, but also her role as flag bearer for Team England and as an ambassador for the sport. The sub-committee also commented that our performance programme is perceived in some circles as a UK Sport programme rather than BWL's and that we need our own definition of the same. **It was agreed that that the sub-committee and AM would coordinate a consultation with the coaching community as to what it may look like and report back at a future meeting.**

6. Sport Development, Coach Education and Sport England Review

DG informed board members upon sport development, in particular the Reebok-Archon project and its potential; the positive work of the regional development officers; the excellent feedback from the sold out British Championships and lessons learned, but the need for all BWL competitions to be staged at similar standard; planning for the new Powerhouse Games and the 2016 programme; the satisfactory Sport England mid-year review; developments and new partnerships in coaching education that would generate new income streams from October and again in 2016.

DG then refereed to the papers circulated previously and the Commercial and Development sub-committee meeting held earlier in the day pertaining to the possibility of revising structures in England. PWR invited CE and MB to comment upon the debate within the sub-committee and a discussion ensued around the need to state the case for change within the sport to grow participation, address the negative factors inhibiting better growth, develop the risk analysis around assets and officials, progress the associations with CrossFit, optimise the continuing growth in female lifters and how to include current divisions as part of the solution.

The Board agreed unanimously to the need for change and the principle of the new approach to the structure in England, authorising DG to develop proposals further in advance of the meeting with divisional representatives in Birmingham next month to be attended by MB, PWR, DG, TY and AM.

CE also reported upon the meeting of the sub-committee's discussions about the possible implications of the next funding rounds of Sport England and UK Sport, the relationship with 110% Marketing and the DCMS consultation paper.

DG then updated members on the opportunities within the DCMS' Consultation paper, "A New Strategy for Sport". PWR reminded members that if they wished to contribute to BWL's response they should do so to DG during the following week before he and DG signed it off for despatch by the deadline of 2 October.

Members thanked DG for his very comprehensive report.

7. Minutes and recommendations from sub-committees

7a Performance Group

Taken under item 5 above.

7b Commercial and Development Group

Taken under item 6 above.

7c Finance and General Purposes Group

PR reported upon various discussions and virtual meetings with sub-committee members held previously. In particular he explained the review of and revisions to the suite of HR policies following the recommendations of Roots CIC earlier in the year. **Board members approved the updated policies that form appendices to the Staff Handbook.**

PR also referred to the papers circulated previously aligning the risk management policy to ISO standard, the proposal to move away from looking at individual corporate risks in the risk register but monitoring the risk profile holistically and broadening the scope of the risk register to include operational/sport specific risks as well as corporate risks. **Board members approved the revised risk management policy and proposals to broaden the scope of the risk register.**

PWR informed board members that the boards of World Class Lifting and BWLE Ltd. had met earlier in the day and approved the directors' reports and financial statements of the subsidiary companies for the year ended 31 March 2015.

TY and DG left the meeting.

8. Finance Matters and Update

8a Annual Accounts

MM referred to PWR's confirmation of the approval of subsidiary company accounts under the item above, together with the papers circulated previously and invited questions on the draft accounts for the year ended 31 March 2015. A discussion ensued, wherein the transparency of the annual review within the directors' report was well received in particular.

The Board approved the Directors' Report and Financial Statements of BAWLA trading as BWL for the year ended 31 March 2015, authorised PWR and MM to sign them on directors' behalf, MM to sign the letter of representation and lodge them at Companies House.

PWR thanked MM for the work undertaken and the smooth external audit.

8b and 8c Management Accounts for the period ended 31 August 2015 and forward forecasts for 2015/16

MM referred to the papers circulated previously, the summary income and expenditure accounts for June to August 2015 inclusive and discussions earlier in the agenda pertaining to the need to grow revenues from courses and the timing of receipts. Whilst the cumulative

surplus before amortisation of development costs remained positive, the adverse variance against budget had been a catalyst to develop additional partnerships and licensing revenues that would come on stream later this year and next. Meantime, revenues from sponsorship now exceeded the full year budget to compensate the shortfall from courses and the revised forecast showed a likely surplus similar to budget. Cash flow remained comfortably positive.

Members noted the position.

8d Risk register

AM and PR referred to the risk register circulated previously and updated since the last meeting. No new corporate risks had been identified and members noted that the company's risk profile had stabilised. The register to be presented to the December meeting would include the operational risks referred to elsewhere in the agenda.

PWR drew members' attention to risk 8 and the need for current experience and gender balance when considering nominations for officials at international events.

Members noted the position.

9. 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.

Members noted the improved RAG rating in Moore Stephens' (MS) draft report following the follow up on-site audit on 8 July. Whilst the report was complimentary of the significant governance improvements implemented since the original report, several inaccuracies had been pointed out to MS and a couple of observations challenged. AM would circulate a copy of the final report to members when available.

The complaints log circulated previously was discussed. PWR reported upon the investigation of a complaint that he and DK had undertaken in accordance with our Complaints and Quality Improvement Procedure (CQIP) and the corrective actions undertaken, despite which the complainants continued to challenge contentiously. Members noted the position and awaited the outcome, confirming in the interim that BWL's investigation into the complaint had been appropriate.

AM referred to the papers circulated previously and discussions as to new structures elsewhere in the agenda. A discussion ensued, following which **members approved the principle of the new sub-committees.**

10. Chairman's update

PWR referred to the papers circulated previously pertaining to the update of his appointments since the last meeting, the revised forward agenda and the need to amend and

update the CQIP. **Members approved the revised CQIP**, authorising PWR and AM to integrate the same with grievance and whistleblowing policies appended to the Staff Handbook.

PWR informed members of the agenda and arrangements for AGM to be held at the Yorkshire Indoor Cricket School Headingley on 18 October. AM would issue the Notice of AGM via the website on 25 September.

14. Any Other Business

None.

The meeting closed at 5.20 pm.

15. Date of next Meeting

The next meeting will be 9 December 2015 at a venue to be confirmed.