



Minutes of the British Weight Lifting Board Meeting

Date: Wednesday 20 March 2024

Start: 13.30

Venue: Virtual

Present: Angus Kinnear (AK), Matthew Curtain (MC), Rupinder Ashworth (RA), Jenny Tong (JT), Neill Wood (NW), Mark Martin (MM)

Apologies: Phil Edmondson (PE), Sheona Southern (SS), Kelly Sotherton (KS)

In attendance: Kath Leonard (KL), Lisa Smith – agenda 5 only (LS), Tara Drake (TD)

1 Welcome and Apologies

AK opened the meeting, thanking all members for attending and noting apologies from SS and KS. A quorate of five (5) was confirmed.

2 Declarations of Interest

No new conflicts of interests were declared out of those existing standing interests with KS (Sport England funding matters) and JT (I Trust Sport).

3 Minutes from Previous Meeting and Matters Arising

The minutes of the Board meeting held on 30 January 2024 were agreed as read and approved.

Regarding matters arising, it was agreed that all relevant topics will be captured at the next meeting on 5 July 2024. It was highlighted that the Board terms of tenure has been uploaded to the website and the following tenures are ending and planning succession should be discussed at the next Board meeting:

- PE's first term ends on 28 July 2024 and so subject to his concurrence, the Board should consider his reappointment at the Board meeting on 5 July 2024.
- KS's second term ends on 06 November 2024 and so conceivably the July 2024 Board meeting could be her last in-person meeting, noting that an online meeting will also occur in late September 2024.
- It was agreed AK / MC will connect with RA offline to discuss whether she wished to remain on the Board post Summer 2024.

4 Finance Matters (For Approval)

Focus of the meeting is to approve the 2024/25 Budget. It was noted that the Finance and Audit Committee endorsed the budget on 6 March 2024.

MM provided a summary of the current financial year, predicting a surplus of £62k exceeding forecast due in large to staff quota across the year. It is highly likely that we will achieve the £500k courses target by 31 March 2024, removing any element of risk from Education income. No staff bonus provision was factored into the budget, but we remain in bonus territory. The Board agreed whilst there is a desire to pay a bonus, it would not be approved until after the verification of year end results and any audit adjustments and the decision will be deferred to the 5 July meeting.

MM presented the 2024/25 budget, with a similar approach as the existing 2023/24 budget [REDACTED]
[REDACTED]

[REDACTED]

The budgeted surplus has no margin for the provision of a staff bonus, to achieve a modest surplus of £13k required to maintain our level of reserves. This is notwithstanding the fact that there is a possibility that a bonus will be paid in the current financial year. Reserves based on 2024/25 budget remain stable, noting the minimum and maximum reserve levels have increased.

A discussion around the increase in membership fees highlighted a need to focus on membership retention and removing barriers to participation. It was noted that the increase was the first in over a decade, sits in line with inflation and remains at the lower end of the NGB membership spectrum. The fee increase will be communicated to members by 1 May 2024 and benefits to membership outside of competition will be explained by way of enhanced improvements in event delivery, content provision, communications, and access to expertise.

The board approved the 2024/25 budget.

5 Diversity and Inclusion Action Plan (For Approval)

Focus of the meeting is to approve the DIAP ahead of final submission to UK Sport on 31 March 2024. MC welcomed Lisa Smith (LS), BWL Operations and Governance Manager to the meeting, to present.

- BWL have been working with a specialist consultant provided by UK Sport since April 2023 on the development of the DIAP.
- The consultant is now happy that our DIAP is compliant and has officially supported our submission for independent review, this is a critical part of the process before submission to UK Sport.
- The deadline for submission to UK Sport is 31 March 2024
- It is important to note that the DIAP is a live document, the actions, recommendations, and priorities are in response to the data/evidence we gather. Therefore, going forward we can be agile in what areas of diversity and inclusion we focus on.

Next steps include the creation of a diversity and inclusion working group to assist in the monitoring and review of the DIAP. Diversity and Inclusion Action Plan (DIAP) is a mandatory requirement for compliance with UK Sport Code for Sports Governance.

The Board shall maintain and regularly review the DIAP on at least an annual basis.

BWL DIAP is based on four overarching ambitions that align with our strategic and operational plans:

- Ambition 1: Our people are reflective of UK society.
- Ambition 2: Our organisation is an inclusive and trusted environment to work within.
- Ambition 3: To promote weightlifting as a vehicle for social cohesion, bringing communities together.
- Ambition 4: To actively promote inclusion to anyone connected to any areas of the organisation.

LS noted that to implement and embed the strategy moving forward, a working advisory group will be created. JT highlighted the need for deadlines and raised some concerns regarding gaps within diversity, ethnicity, and disability beyond participation and if recruitment could be targeted in these areas to show that we are fulfilling DIAP in practice. It was agreed to take the discussion offline.

The Board approved the DIAP for submission.

6 Senior Independent Director (For Approval)

It was noted that the Board is required to make the appointment of Senior Independent Director, as per section 43 of the BWL Articles.

It was agreed that Independent Directors members would submit an expression of interest for the position to AK after which a confidential vote will follow and the Senior Independent Director will be elected by the next meeting on 5 July 2024.

7/8 Risk Management Policy and Risk Register (combined For Approval)

The process of managing the risk register has been determined. The risk register will be updated and sent to the Finance & Audit Committee for comment four times a year approximately 2-3 weeks before each respective Board meeting. The Finance & Audit Committee will formally review the Risk Register twice per year at its meeting (February/March and August/September). Amended draft policy reflects this.

The only update to the Risk Register concerns the downgrading from Red to Green of B-19 (Reputational Damage due to actions of IWF, CWF or National Federations). IWF reforms have been accepted by the IOC and the sport confirmed for the Olympic Games Los Angeles 2028. Relations have been restored with our international partners, BWL CEO elected to International Federation Executive Board and maintains in a prominent role as Technical Delegate and IOC Chief Operational Liaison.

The Board approved both the updated Risk Management Policy and updated Risk Register.

9 Safeguarding Update and Whyte Review

AK thanked the Board for their attendance at the safeguarding training on 11 March 2024. Following this, slides and documents, including the Whyte review, were circulated to the Board on 13 March.

Internal next steps discussed as follows:

- Safeguarding Case Management Group (SCMG) to convene a meeting ASAP.
- Periodical meeting between BWL Chair (Welfare Lead) and SCMG.
- Greater reporting visibility on BWL website.
- Enhanced social media presence, promotion, and communications.
- Home Nations structure regarding safeguarding legislation and reputational risk.
- Possible recruitment of Board Non-Executive Director safeguarding specialist.
- Standing Board agenda item.

10 NED Recruitment, Home Nations (For Approval)

It was agreed to reestablish the Nominations Committee (AK, NW, and JT).

After discussion, the Board agreed to recruit a Non-Executive Director with Home Nations responsibility, to avoid possible conflict, retain stability and practice best governance.

11 Date of Next Meeting

The next in-person meeting will be held on 5 July 2024, Birmingham (venue TBC), to coincide with the British Championships. Sally Munday, CEO of UK Sport, will present a Systems Masterplan Update with Rob Morini (Head of Sporting Systems) and John Harrison.

12 Private Meeting of NEDs and INEDs

A meeting of the NEDs and INEDs was not held.

13 Close

The meeting closed at 14:40.