



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

**Venue:** The Dan Maskell Tennis Centre, Loughborough University  
**Date:** Wednesday 8 March 2017  
**Start:** 1.00pm.

**Present:** Peter Rowley (PWR), Ashley Metcalfe (AM), Malcolm Boyd (MB), Catherine Eastham (CE), David Knaggs (DK), Mike Irani (MI) from item 5, Mark Martin (MM) Patrick Roberts (PR), Kelly Sotherton (KS).

**In attendance:** David Gent (DG) for items 1 – 6.

**1. General**

**1.1 Chairman's Welcome**

PWR welcomed all to the meeting, declared the meeting quorate, outlined the key items of the agenda, announced that he would move the items for decision further up the agenda, reminding 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**

Apologies had been received from Stewart Cruikshank (SC), Guy Taylor (GT), Michele Verroken (MV), Emily Godley (EG) and Tommy Yule (TY).

**2. Declarations of Interest**

PWR reminded members of the need to declare their interest in any items requiring a decision, informing that the pressures of other commitments had obliged to resign as a director of Coachwise Ltd. and he had filed an updated register of interests.

No other or new declarations of interest were declared. PWR asked members to inform AM of variations in interests as they occurred so that the register may be kept up to date. He would also invite members to reaffirm their agreement to the directors' code of conduct that all had signed upon appointment.

### **3. Minutes of the meeting on 8 December 2016 and matters arising**

The minutes of the Board meeting held on 8 December 2016 circulated previously were agreed as read and approved for posting on the website.

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

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

AM referred to his previous email and confirmed that the terms of reference of the England Group had been approved electronically, that a good response had been received for applications to join the group which had been considered by MB, PWR and himself acting as a Nominations Panel and that he would invite successful applicants to the inaugural meeting scheduled for 26 April 2017 and thank unsuccessful candidates for their interest.

AM also referred to his separate email offering recommendations for casting votes for a new chair and board members of the British Paralympic Association and the appointment of Deputy Chair of the BOA, following which he had our votes. He informed members of the outcome of the elections.

PWR vacated the chair temporarily and left the meeting.

AM reminded members that PWR's initial term of office was due to expire in May 2017 before our next board meeting and that MV had contacted members seeking their views upon his reappointment for a further term. **His appointment had been approved unanimously.**

PWR returned to the meeting and was invited to chair the board of the company for a second term. PWR was delighted to accept, thanking members for the faith entrusted in him and resumed the chair.

### **5. Matters for decision**

#### **9a. BWLA Disciplinary Regulations**

AM referred to the papers circulated previously, explained the need to review and revise our current regulations that were out of date, recommended that they be adopted and invited comments. Following discussion, **the disciplinary regulations were approved as drafted with immediate effect.**

MI joined the meeting.

AM informed members that the new regulations may be required to deal with possible disciplinary matters that may materialise in the near future.

#### **9b. World Para-Powerlifting 2022 European Open.**

AM referred to the paper circulated previously, the recommendation therein and invited comments. Following discussion **members agreed unanimously that the opportunity be**

**declined with regret** for the reasons stated in the paper. **AM was instructed to write to inform the IPC accordingly.**

### **9c. Changes to Articles of Association (the Articles)**

PWR referred to the papers circulated previously, the recommendations therein and invited comments. Following clarification of certain provisions in the current Articles, **option 1 was agreed unanimously and the travelling draft as amended was approved unanimously.** PWR would liaise further with Emma Mason of our legal advisers and circulate a clean (not red-lined) version to board members, which would be recommended for adoption to members of the company at the Annual General Meeting in October 2017.

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

DG presented a PowerPoint presentation to update the board on developments in the sport pertaining to the substantially increased grants from Sport England for core activities in the 2017 -2021 funding cycle and the Commonwealth Games 2018. The formal award letter would be received by the end of March 2017 following a recommendation to the Sport England board pertaining to our talent pathway submission, would be conditional upon signing up to the Code for Sports Governance, agreeing metrics by end of June 2017, but with no extra conditions. Board members thanked all involved for the hard work involved in this successful outcome of our bid.

DG also updated members upon the “Coaching in an Active Nation” plan; the strong uplift in course receipts in January and February; matters pertaining to Bridging Over, including the potentially imminent Prison College offer and the level 3 instructor qualification.

DG then informed members upon development matters – the English Championships; National Age Groups; BARS; BWL North Senior Championships; TCRR; Annual Achievement Awards; Licenced Tier 3 and new types of events; and RDOs building local partnerships.

Members were informed of the England Group arrangements; other developments with Home Nations; and Safeguarding matters.

DG left the meeting.

### **7. Performance and UK Sport update**

In the absence of TY, AM spoke to his PowerPoint presentation, in particular the outcome of our successful representations to the UK Sport board about the management of the para-powerlifting programme being awarded to us rather than EIS and our unsuccessful representation that our athletes had the potential to win more than 1 medal in Tokyo. Members discussed the advantages and disadvantages of appealing to Sport Resolutions UK, but after careful consideration **members agreed not to pursue an appeal and instructed PWR to inform the chair of UK Sport accordingly.**

Members noted the Sport England Talent Development strategy submitted, the Commonwealth Games plan and the operating strategy; the selections for the European Championships, the World Youth Championships and Mickey Yule’s 3<sup>rd</sup> place in the para-powerlifting World Cup.

Members noted with regret TY's decision to leave BWL and take up a new role with British Athletics with effect from 1 April 2017. PWR was requested to write to him on the board's behalf to express our appreciation of what he achieved as Performance Director and to wish him well in his new appointment.

In the absence of EG, AM informed members of athletes' request to make greater use of social media and using lifters as tutors. Whilst supportive of the suggestions, members noted the logistical challenges of a Q and A twitter and the variations in delivery of the latter, but requested AM to continue a dialogue with EG on the athletes' behalf.

## **8. Minutes and recommendations from sub-committees**

CE, AM and PR updated members on respective committee matters and future matters to be considered.

CE reported upon the Development Committee's meeting on 10 February 2017, wherein the consequences of Sport England and UK Sport funding decisions and the forthcoming departure of TY had been considered, together with website hacking, safeguarding, communications strategies, strengthening the brand, ISC, BARS, membership and the England Group. PWR thanked CE for prompt drafting of reactive statements upon various matters.

PR reported upon the Finance and General Purposes Committee's meeting on 13 February 2017 that had considered responses to the website attack, confirming that there had been no breach of personal data, accreditation with cyber essentials and preliminary 2017/18 budgets, review and revision of the risk register, the self-assurance meeting with UK Sport on 5 January 2017 and changes to the Articles. PR recommended that haysmacintyre be appointed to undertake the external audit for the year ending 31 March 2017 and that the Committee's name be changed to the Audit and Finance Committee with immediate effect. **Members approved the recommendations.** PR asked that the Committee's thanks be recorded for the team's strong selling of courses in the final quarter.

PR recommended the Executive upgrade the insurance policy to cover further cyber-attack and potential damage to the web site and data storage. AM to report back to Audit Committee. **Members agreed.**

In the absence of GT, AM reported upon discussions around the possible operating structure in the light of UK Sport's funding decision.

## **9. Finance Matters and Update**

### **8a. Management Accounts for January 2017**

MM referred to the papers circulated previously and the summary slides in the PowerPoint presentation of financial performance to the end of January 2017. Members noted the strong performance of course income for the month, the very satisfactory surplus for the month and the revised forecasted outcome for the full year.

### **8b. Forward forecasts and budgets for 2017/18**

MM referred to the papers circulated previously and presented a provisional budget (pending the outcome of Sport England's decision upon the talent pathway submission) for 2017/18,

clarifying the assumptions upon which the figures were based. Following discussion, **members approved the budget.**

#### **10. Risk register**

PR referred members to his update under agenda item 9 above, and together with AM drew members' attention to changes in the risk register circulated previously and invited comments, following which **the updated risk register was approved.**

#### **11. Board Matters and 12. CEO's Update**

AM updated members on the process following the completion of the HPNMG questionnaires. Members expressed reservations about the process.

AM informed members about the revised board sub-committee and operational structures that would be implemented with effect from 1 April 2017.

AM shared with members the final designs for new BWL branding and the potential agreement with a new apparel supplier.

AM referred to the complaints' log circulated previously and ongoing matters.

AM confirmed that following UK Sport's assessment of our self-assurance and the "gaps" of current arrangements against the Code for Sports Governance, actions to address only 5 of a possible 59 matters in the checklist were required by 31 March 2018.

Members noted the forward agenda.

CE left the meeting.

#### **12. Board effectiveness review and skills analysis**

PWR referred to the papers circulated previously, thanked all members for completing the questionnaires and drew members' attention to the findings, noting that in 2018, an external facilitation of the process would be necessary to comply with the Code for Sports Governance, subject to funding being provided by UK Sport or Sport England for the same.

#### **13. Any Other Business**

DK suggested that as members noted and took comfort in the very comprehensive scrutiny performed by board sub-committees that in future board meetings could focus upon strategic and performance rather than procedural matters. **Members agreed.**

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

The next meeting will be 8 June 2017 in Leeds.

The meeting closed at 5.05 pm.