

# Minutes - November Board 2017

---

<b>Date of Meeting</b>	22/11/2017
<b>Location</b>	Eversheds
<b>Present</b>	Chair, P Abrahams, T Cadman, J Campbell, C Oliver, G Palmer (by phone), B Speight, J Troiano, C Halsted
<b>In attendance</b>	CEO, D Moseley, J Magill, K Robinson, A Grant (part), V Bailey (part)

## 1. Introduction

The Chair welcomed everyone to the meeting.

Apologies were received from Anne-Catrin Sallaba.

### **New Declarations of interest**

There were none received. Chair to send a possible declaration that may need to go on the declarations register.

### **Noting of Papers for information**

Chair talked the Board through the activities the Board had gone through as an NGB including the article changes at the AGM, BAF suspension, a note on security advice for GB teams, reporting on international results.

### **Interim Decisions**

There have been two interim decisions: 1. in relation to the Annual Investment review – recommendation received is not do a formal approach, the outcome is that a change was unlikely, 2. discretionary selection suspension, to ensure the selection process is clear and fair.

## 2. Board Priority Strategies & Tactics - Pt 1 - Events Update

Amy Grant/Events Manager presented to the Board on Events updates and recommendations. (Full presentation circulated)

### **Slide - Recommendations completed** – highlighted points as follows:

Camden - completed to satisfactory degree, no financial loss however, there was still significant BF resource put into the event which had an impact on other activities. Going forward recommendation is to either secure funding so British Fencing can run the event outright or outsource the competition completely.

JT asked if the event could be run in London if funding was guaranteed.

AG it is cheaper to run in somewhere like Manchester and we have received feedback from some other Nations is that London is very expensive which is putting people off entering.

We will run through a bidding process before making a decision on the venue for the 2018 event.

School Games - completed

Evaluated piste hire and delivery - completed.  
Have found more cost effective and timely delivery.

Eden Cup – was our greatest challenge this year we delivered on budget. Running FIE events we cannot change the costs of entry fees or the amount of late entrants that are allowed to enter all of this can increase the cost of the event.

FIE have a new concept of hosting the junior World Cup at one part of the year and the satellites at another. If we cannot run both competitions together it will result in a higher deficit.

FIE have proposed similar in the past and we have had a positive outcome so we will know more later.

**Slide - Recommendations in progress** – highlighted points as follows:

Eden Cup – 2017 to budget (reduced deficit) but risk around viability due to FIE calendar change.

GB Cup - Looking to increase our portfolio and have launched the GB cup based on the BYC model.

Merchandising - looking to develop event merchandising range

New Partners - Operationally working with new venue partners for better hire deals hoping to have new booking offers in the New Year.


**Slide - Recommendations: starting** – highlighted points as follows:

To focus in the New Year on looking at more ways to recognise volunteers and looking to localise where we run events

**Slide - Recommendations on hold** – highlighted points as follows:

Develop and implement a VIP experience, develop a Commercial Event Offer, Identify new Partners Pt 2  
- all on hold until we have a sponsor interested as sponsor led.

**Slide - Portfolio Update (Balanced Scorecard)** - – highlighted points as follows:

 We are on track to break even, when including the Logitech sponsorship and before staff costs, and are in a more positive position than last year.

Satisfaction rates have increased as have entry levels.

Senior nationals most significantly improved financial result. Made a small profit through increased entry numbers and format change, ran an U14 competition alongside.

Cadet and Junior move to Nottingham a success. Negotiated 2 year rate with the venue and the event will be in Nottingham in 2018.

**Slide - 2018/19 priorities** – highlighted points as follows:

Taking forward initiatives, volunteers, looking at what we are doing around branding streams that will increase our income, merchandising, working towards sponsorship.

### 3. Board Priority Strategies & Tactics - Pt 2 - SE Funded Participation and Projects

Virginia Bailey/Participation Programme Manager gave an update on Sport England projects and programmes accompanied by a presentation.

Info on where we are and what we are doing as well as how we are funded.

#### **Slide 3-5 Core Market and Sport England** – highlighted points

Core market describes people that are active and want to stay active. Core market for BF is related to our programmes and projects. If we get first experience right with partners then there is every likelihood of keeping them.

#### **Slide 6-9 Sport England Targets** – highlighted points

Looking to increase number of people we are working with. We provide SE with our membership figures as well though we are not directly measured on those figures, only our projects and programmes figures.

How we achieve the targets. Our projects and programmes are in two main categories - 'Education' working mainly in higher education and our Youth programmes – our work with Scouts, London Youth, Maslaha.

We have a target of 5 new partners over the next 4 years – having conversations with some, but not all as yet. We are running a partners day in December where we have invited potential new partners.

Our Universities work is student led and is around fun social activities. Work on UFO's (University Fencing Officers) is to deliver our sabre lite project. Looking at the LED sabre offer in the new year.

Clubs links – not measured on but important for BF to support clubs with projects and work has begun with the Scouts and Universities to support this link.

London Youth impact – we co-developed work we are doing with them and are consistently looking at how we can improve the programme. Working on a Leadership programme for young leaders age 14.

#### **Slide 10-12 Monitoring and Evaluation** – highlighted points

We have been working on our Monitoring and evaluating tool. This technically will be available to clubs also.

#### **Slide 13-16 Future Funding Opportunities**– highlighted points

Funding opportunities – membership fees do not fund projects and programmes. Direct funding is reducing. There is an opportunity in applying for indirect funding – we recently put in expression of interest through Maslaha. Looking at direct non Sports funding – applying for different funding pots.

Board thanked Amy and Virginia

### 4. BF Charity

Chair – Trustees, CEO and Chair had meeting at end of September. Notes have been circulated to the Board.

Communication between BF and charity should be transparent as well as the clarity being transparent between the fencers.

Trustees had a meeting and it was suggested that Nomcom should be recommending trustees and Board approving recommendations.

[REDACTED]

[REDACTED]

Three individual grants have been given to fencers. CEO will be informed of any donations made, to alert any conflicts.

Charity has received two large grants of £6,000 each and a couple of smaller grants of £2,000 or £3,000. Therefore, there are surplus assets in the discretionary budget of the charity.

Two specific donations have been given, one towards the funding of the foil team which was three donations of £5,000, the pledge is to continue those donations throughout the Olympic Cycle. From those donations £500 will be given to each fencer that has been selected to compete in men's foil team events. Selection of team events is not made by the trustees or the donors. Another donation of £10,000 has been given to specifically support senior sabre training.

[REDACTED]

CEO – it is worth noting the other original objectives of the charity around supporting broader generic fencing development activities and charitable/social projects still exists and it is important it does so as we are using BF Charity to apply for funding in those areas.

Chair asked if charities can be used to fund elite athletes.

TC – yes they can be used to fund elite athletes where there is an identified need or a public benefit to funding the athlete. The public benefit in making a grant to elite athletes would be encouraging other people to participate in sport at a lower level.

Chair - Trustees claim back gift aid through HMRC

## **5. Break**

## **6. Board Priority Strategies & Tactics - Pt 3 Performance**

Pathway/Sustainability – Fundraising

Chair - The update on performance pathway framework for seniors has been sent to the Board.

The document contains information on the senior selection policy and summarises the appointment of Weapon Managers and their roles. It talks about a PD role at some stage if we get funding. It would also be nice to have senior weapon coaches available for competition, currently athletes are self-funded. Patron funding.

Crowd funding – we ran a successful campaign. The money from crowd funding was paid directly to the athletes. We should consider crowd funding for smaller donations.

CEO - we had a lot of coverage, and a significant proportion of donations were made from personal contacts outside the fencing community. It may be hard to get the same level of media exposure with further crowd funding.

There then followed a discussion on crowd funding [REDACTED]

[REDACTED]

## 7. Board Priority Strategies & Tactics - Pt 4

### **Sustainability (inc Commercials)**

Chair informed the Board that he had started to attend monthly Commercial steering group meeting with CEO, Finance Director and Commercial Manager. Focussing on sales pipeline for selling licences, expectation is forecast to hit budget. Had discussions on maximising on spaces on training we run through social media, the initial pilot was positive.

CEO responding to a question on the target for app – we will not reach this as this has not been a priority in light of the FIE rules restructuring to be approved in Nov 2017. After the congress and rules update we will prioritise.

### **Performance Pathway (inc Talent)**

Performance pathway – covered already in meeting.

Talent update has been sent around. Talent Manager will attend the next Board.

A rundown on the statistics document received from the Talent manager has been circulated. Talent Development Centres have 10-12 fencers regularly attending.

We discussed ways of measuring/showing progression using team ethos. Team spirit and progression important.

[REDACTED]

### **Governance Action Plan**

Plan has gone back to Sport England  
Performance Pathway – done  
Sport England funded – done

## 8. Board Sub-Committee Items AGRC Items

## Risk Log

There have been a couple of updates to the log. Board being asked to note the risk log.  
Board noted risk log.

## 9. Finance 17-18 Q2 Management Accounts

DM reported on the accounts.

We are now using a new format for the accounts as part of the new system.

WCP department - we filed the final financial return.

Talent and Projects and programmes are both ring-fenced to break even at zero.

Coaching workforce contains Sport England budget, AASE budget and welfare courses.

Events show a good result as reported by AG earlier.

Commercial is a little behind budget. There is a new commercial steering group that meet each month to look at figures and variances. I am confident that we will end up close to budget.

Membership is a little behind budget. Income is higher than budgeted but not by a great deal. The variance showing is because it has taken longer than expected to replace the Media Coordinator.

Corporate Services better than budgeted.

Confident we will be able to hit budget for the year.

## 10. CEO Information Items

GDPR – we are continuing to monitor GDPR, staff have attended briefing sessions to better understand impact.

Club and Welfare Review – in progress. CEO will review and send follow up email

Athlete Representation/Youth Panel – CEO will send an update, working with BAC and Youth Panel Chair.

EFC Election Results - paper has been sent around to Board.

Board extended its congratulations to those elected to EFC posts

## 11. AOB

Chair informed the Board that Paul Wedge had resigned as a Director and gave the reasons.

Board extended it thanks to Paul Wedge for all the work he has done.

Away Day – The date has been confirmed as 19<sup>th</sup> January.

### **Trangender Policy**

CH sent around the Transgender Policy and the Board is being asked to approve the policy.

The Board approved the policy.

CO asked the Board to congratulate the CEO on her silver medal at the National Teams event.

Referee Working Group – work is being done by volunteers and they are doing their best to complete.

**The meeting closed at 20:10**

**Date of next meeting 19<sup>th</sup> January 2018 – Board Away Day**