

# BRITISH FENCING BOARD MEETING

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Last Updated: 27<sup>th</sup> June 2018

<b>Date of Meeting</b>	27.06.2018
<b>Location</b>	Eversheds
<b>Present</b>	Chair, PA, JC, TC, CH, CO, GP, BS, JT
<b>In Attendance</b>	CEO, David Moseley, Kim Robinson, Jack Magill, Virginia Bailey (part), Chloe Hobden (part), Steve Garrett (part), Steve Kemp (part)

## 1. INTRODUCTION

Chair welcomed everyone to the meeting.

Apologies were received from Anne-Catrin Sallaba and George Liston (Scottish Fencing Representative).

**New Declarations of Interest:** CO declared clerk involvement with a local charity.

**Conflict of interest on Agenda items:** none

### **Interim Decisions/Actions:**

Since last Board the regular membership email update had been sent out.

Chair informed Board of the AGM date 29.09.18.

Chair sent a note of congratulations to the senior athlete reps.

Board asked to extend congratulations to Richard Kruse on his win in Shanghai in May.

CEO has initiated contact with UK Sport with regards funding for R Kruse.

Chair had offered to meet all the athlete reps and the weapon managers.

MGF featured on the BBC 1 show.

The BVF situation had been settled without need for BF involvement.

JC is hosting a table at the Awards Dinner which is being sponsored by the BF Chair.

Request for support to get fencing into the Commonwealth Games, ongoing project is currently with the President.

New website launched.

### **Papers to note**

Youth panel update

SE EOY Report

**Action List:** NomCom – PA is dealing with the Gillian Sheen honour request.

**New Risks:** No new identified risks

## 2. APPROVE PREVIOUS BOARD MINUTES

The Board approved the minutes of 23<sup>rd</sup> March 2018.

## 3. EVENTS WORKING PRESENTATION

PA ran through objectives and recommendations of the group including:

- To create a 4 year programme that continues to delivery high quality events, raise the number of competitors, increase BF membership and generate an increasing surplus to BF which will cover the cost of the event Manager and beyond.
- Areas considered: reduce the cost per competitor per event, increase the number of events, increase the number of competitors per event eg target international competitors
- Review major costs and cost structure - including armourers, referees, per diems for volunteers, location/venues and timing of events eg relocating the BYCs could save venue and travel costs for volunteers
- Consider running a Division 2 event for those ranked 126 and below
- Consider running level 2 and 3 referee exams at the events
- Increase use of dynamic pricing with early entry discounts
- Explore running the Nationals at the Excel Centre
- Consider running a Tri-Weapon Cup

Board thanked PA and CH and the other members of the events working group.

### HCWG U10 & BYC Proposals

CEO summarised a proposal to the Board from the Home Nations to no longer license an U10 National Championships and to remove the U18 BYC category. The BYC U18 proposal is to be addressed as part of the overall BYC/Events Group review.

**Decision:** Board happy to support the U10 proposal.

**Decision:** Board agreed that U18 proposal is an operational decision.

## 4. VMOST UPDATE

- Changes were proposed to the VMOST objective 1, to change from performance pathway to just pathway.

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- Item 5 in line with the Governance Sports Strategy objectives, using fencing to improve people's lives.
- The word "Talent" has been removed and these activities fall under GBR Athlete Support and Development for 15-23.
- Strategies remain the same. All programmes that fund and support any GBR level activities for athletes are now grouped under GBR Athlete Support and Development.

The re-stated objectives are:

1. A pathway to International success
2. A stronger, empowered community of 30,000 fencers, volunteers, coaches and supporters
3. Accessible inclusive swordplay opportunities delivered via partnership programmes
4. A sustainable future supported by high quality governance and infrastructure that is financially resilient
5. Maximise the wider benefits of fencing and the positive impact it can have on people's lives

**Decision:** Board approved the re-stated objectives

## 5. TALENT REVIEW

Steve Garrett took the Board through the Talent review of the work done over the last year including:

- Research, community feedback, performance research, culture
- How we developed a framework sustaining fencing and GBR future success.
- The FTEM framework
- Underpinning BF values and additional programme values
- National development competitions
- 5 development camps now scheduled for 2018-2019
- 1 development centres/hubs in place, 3-4 in planning.
- Development centre locations, looking for areas that people can travel to in 45 minutes.
- An overview of targets and outcomes.
- Entry criteria - based on rankings.
- Risks and issues
- Supporting Home Countries

GU summarised that the Euros and Worlds review was a very detailed review worked on with Steve Garrett and Clare Halsted, focussing on any issues that arose and identifying opportunities to improve. The majority of recommendations for improvements that were identified have already been accepted at an operational level - with a couple of recommendations to discuss at group level. Nothing unexpected arose.

**Action:** The recommendations were to be built into the operational delivery plan - GU

CH briefed the Board on the low uptake of World Cup selections at senior level – WE, ME and WS were particularly low. The consultation on a new Senior selection policy has not resulted in a proposal ready for discussion with the Board, however guidance on use of discretion was needed.

**Action:** – to take away the views of the Board and propose a statement for senior selectors – GU and CH

## 6. SELECTION STRUCTURES, RANKING AND POLICIES

The Board are being asked to approve the following:

- Cadet Selection Policy
- Junior Selection Policy

**Decision: Board approved both policies.**

## 7. BREAK

## 8. CLUBS & MEMBERSHIP UPDATE/WIDER FUNDED PROGRAMME ACTIVITY

JT and VB took the Board through the pre-circulated presentation on membership and clubs. This update had already been presented at the England Fencing Board Meeting.

Points to note:

- Introduction membership progress
- We will be tracking the progress and journey of members that take up the introduction membership
- The GB Cup – 124 fencers qualified
- Fibodo – the cloud based app club finder will be built into the BF website
- Communications, club mark, funding and online support
- Core market highlights from 2017-2018
- Using insight to inform delivery

Projects and Programmes:

- We have a good retention rate
- Positive result with females with regards engagement and retention
- Disability and BME groups show a positive level and a diverse group of people
- Trained up 255 coaches and leaders across all projects and programmes
- Muslim Girls Fence has successfully applied for Sport England funding

CEO mentioned a potential future proposal to request funding from the Board for a small piece of research looking at the female male split across the membership as overall %age of women appears to be continually (albeit slowly) falling.

The Board thanked JT, VB.

The Board also congratulated and thanked the Board and Exec team of the Maslaha Charity for their successful work with BF on Muslim Girls Fence.

## 9. FINANCE

DM briefed the Board on the accounts. A brief summary had been sent to the Board before the meeting.

We are doing better than budget and expect to have a result that was better than the budgeted deficit of £7,856.

Events – doing better than budgeted, although this was partly due to £7,000 worth of sponsorship income in the Senior National Championships.

Commercial - £18,000 worse than budget. £10,000 of that had been spent on sponsorship searches – this cost is not a repeatable cost. April/May off to a good start

Membership – worse than budgeted which had to do with additional expenditure on Media and communications. Outside of that membership income was ahead of budget.

Corporate Services – £30,000 better than budget because of the extra income from the WCP transition and the recharge of certain staffing costs.

IR - budget has been split out to show UK Sport and Non UK Sport funded spend.

Auditors are onsite at the BF offices from 9<sup>th</sup> July for 4 days.

## 10. BOARD SUB-COMMITTEE ITEMS NOMCOM ITEMS

### Board Sub-Committee Items Nom Com Items

#### **Succession Planning/Director Recruitment**

Chair briefed the Board.

Nomcom has recommended that the Board appoint 2 of the applicants interviewed for the Director positions.

**Board approved both appointments** noting that the Appointed Director is appointed now on condition and approval of the membership at the AGM.

The Independent Director cannot be appointed until the AGM but could be invited to attend the Board in the interim.

BF Charity Trustee Role has not been filled.

NED roles not filled as election process starting now. Candidates will be asked to run for the elections.

Recruitment of Panel members - there are 4 candidates, and all are happy to get involved. Nomcom to determine the terms of reference.

**Action:** JC to send summary of interviews/candidates to the Board

There followed a discussion on the role of the Ombudsman and interaction with BF.

**Action:** KR to contact the Ombudsman to ask about number of cases

### **Board Election**

Nomcom agreed to a change in the Byelaws. TC proposed wording that Chair will send to the Directors after the meeting. Wording to be approved by email.

### **Chair Evaluation**

All responses received - No significant comments of concern came up.

**Action:** JC to send copy to put on file and will send out to individual Directors if requested

### **Board Evaluation**

No particular observations from Nomcom. Chair offered to take individual meetings with Directors if they request it.



### **Staff Survey**

Results circulated to Board, positive especially given the context of the last year. No recommended action from NomCom.

### **18/19 BF Organisational Structure**

The new Membership Operations role, which will focus on increasing long term sustainability through increasing volunteer engagement in administration activities and improving operational efficiencies, will start in September (subject to completed paperwork).

## **11. BOARD SUB-COMMITTEE ITEMS AGRC ITEMS**

### **Risk Management Review**

At the AGRC CEO was questioned on the risk management processes. Specifically the questions covered how the board approved risk management process was implemented by the executive team. The CEO demonstrated how risks were identified and documented at project and exec level on the BF systems and escalated to the Organisation-wide risk log. The CEO had also answered questions around categorisation and impact assessment.

The CEO satisfied the AGRC that the Board approved risk management policy and procedures was being appropriately implemented. AGRC will be doing a deep dive on the actual risks as part of its regular work programme.

## 12. BF CHARITY

TC updated the Board on the BF Charity

At last Board it was agreed that Charity would report twice a year to the Board.

As of 4<sup>th</sup> June, total donations received from the charity total just under £50,000. Divided into 3 funds; a General Fund (small restricted and unrestricted donations) with approximately £20,000 pounds in it with a breakdown of 38 donations for small amounts 1 has been for between £500 and £1000, 3 between £1000 and £2500 and 2 in excess of £2500. A Foil Fund with just over £16,000 with a breakdown of 5 donations of less than £500 and 3 donations in excess of £2500. A Sabre Fund with about £12,000 the breakdown is that there has been one single donation.

As of 4<sup>th</sup> June, Charity has spent just over £30,000 the expenditure for the general fund is just over £11,000 and includes 3 grants (directed donations) made to individuals to participate in the under 23 championships, 4 grants made to up and coming young fencers as identified with BF and team entry fees for women's sabre and women's epee events.

The expenditure from the Foil Fund is about £14,000 and includes grants made to each fencer to compete in the team events, as selected by BF, in Tokyo, Paris, Bonn St Petersburg, the European Championships and the upcoming World Championships, and a grant made to support a coach at the team events. Sabre Fund expenditure is around £6,500 which has been applied to support cost of training, venue hire and coaching cost.

In terms of future plans Charity trustees wish to continue to support participation of men's foil team in buildup to Tokyo 2020 through the Foil Fund. European Championships funds that were raised have been transferred to the charity to be applied as received.

Hope to go live soon on donations through the membership renewal process subject to confirmation of Gift Aid wording

Working on an application form for people to apply for grants.

## 13. BOARD WORK GROUP UPDATES

### Membership Benefits Communications

GP briefed the Board on the work done so far.

### Performance Pathway Description

CO circulated the documents in advance and summarised the work done so far.

## 14. CEO INFORMATION ITEMS

- a) Q4 Balanced Scorecard – circulated in advance, nothing specific to alert the Board to.

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- b) UK Sport Consultation/BF Response – CEO briefed the Board on the letter to the Guardian and the UK Sport Survey. CEO asked the Board to note the letter that will be sent out to the membership. The Board noted the letter.
- c) Summary on safeguarding, disputes, complaints – nothing exceptional to report.
- d) GDPR – work continues. Interim assessment by independent legal advisor positive on steps already taken.

### 15. AOB

The Board noted and endorsed the Italian British Fencing agreement.

The Board noted the note from the discussion with Richard Kruse, Johnny Davis and CEO.

Fund Fencing Video – Board congratulated and thanked the athletes who participated.

The Board expressed their condolences at the death of Penny Spink and Anne Hanrahan.

**Date of next meeting 20<sup>th</sup> September 2018**