



BRITISH FENCING

Minutes - December Board 2014

| | |
|------------------------|--|
| Date of Meeting | 11/12/2014 |
| Location | Beazley |
| Present | Chair, P Abrahams, T Cadman, J Campbell (by phone), C Halsted, C Oliver, A Orge, G Palmer, G Paul, W Pitt, B Speight, J Troiano. |
| In attendance | CEO, D Moseley, H Philbin, K Robinson, G Williams (for Grow part of agenda). |

Board evaluation - The BF Directors met before the Board meeting to discuss the 2014 BF Board Evaluation process, in which each Director gave his/her own views on the year in an interview with the Chair. The Chair will draft a confidential "Themes" summary for Board agreement.

1. Introductions & Apologies/New Declarations of Interest

The Chair welcomed everyone to the meeting. Jack Magill had sent his apologies. There were no new declarations of interest.

2. Grow Update - Sport England Presentation

There followed a rehearsal of the funding presentation to Sp England (SE), by Gabby Williams, with interventions by the CEO and Chair.

After the presentation the following observations were made:

AO; the general tone and flow of the presentation needs to bring out the impact of the strong messages in the excellent work done;

JT; add an early statement outlining BF's position with at the end a specific case for funding. All the evidence is there in the pilot schemes. Asked GW/GU to review the order of the presentation;

WP agreed with JT - maybe separate bullet points for the section on 'Delivering the Strategy'?

GP: we should be proud of where we are and that should come through.

Chair stated that the Board should be clear this presentation to SE was rather more of a technical exchange than a sales pitch. GU and GW agreed to reflect on comments made. Chair on behalf of the Board thanked GW for the major effort completed in just 12 weeks; the presentation has the full confidence and support of the Board.





Actions Agreed

CEO and GW to review ready for the presentation day, December 15.

3. Risk Management/Urgent Catch-up items/Actions from last Meeting/ Interim Decisions Approved

There were no new risk management items.

There were no urgent catch up items.

Interim Decisions approved

Rule Books no longer printed.

Child Welfare update

Version 0.19 of the Welfare Procedures.

4. Finance 2nd Quarter Management Accounts

DM had circulated an email that summarised the management accounts. He explained that

- The accounting results for the first 6 months were misleading due to timing differences involved;
- The reconciliation document circulated to the Board was to try and give a clearer picture of the real position;
- Performance and Talent cannot be expected to make a surplus, the first quarter had a slight overspend which has now been reversed;
- The overall underspend was a reflection of the absence of major competitions for the period. Events are expected to break even. It is hoped that some of the Beazley funding can be used against events;
- The deficit in Corporate Services in the first 6 months was due to low membership returns, which may be reversed towards the latter part of the year;
- The Development surplus that is showing is in education, courses, achievement awards etc., it also reflects the absence of a Development Director in the early part of the year.

The AGRC Chair JT noted that his committee had reviewed the accounts on the Board's behalf, that afternoon. The Board should not re-budget but should stick to the aim of breaking even. We are on track to do so but have to be vigilant.

PA asked how much variability there was on cost and revenues. JT responded that Corporate Services costs were on budget. Revenues come in large chunks, it is hard to align revenues with



costs. We do not know how competitions for example will run – they could run at a loss. We do not know if we will have any legal bills.

Actions Agreed

AGRC to continue to monitor on the Board's behalf, toward the break even budget.

5. Risk Log Review

CEO presented the AGRC with the risk log. This had been discussed and reviewed by the AGRC meeting. JT proposed, and the Board agreed, that his Committee should relook at the details of the Risk Log then bring back to the Board for approval in writing.

Actions agreed

AGRC to review the Risk Log and circulate to Board Directors for approval.

6. President Role and update

HP reported that there were small amendments needed in the President Job Description. When the new role was created the JD was just a general one. She proposed an updated JD (already circulated) taking account of her actual experience and providing clarification of the duties.

GP asked if there was a conflict of interest in the President's FIE role and that as BF President. HP responded that there was none, in fact the FIE had asked the same question and concluded that there was none.

The Board approved the draft JD.

HP then updated the Board on the recent **FIE Congress** in Rome-

1. The new contract with Euro News meant that fencing would get more coverage
2. The new FIE website will go live this month. It is a combination of the fie.ch and fie.org websites
3. The proposal to discontinue the cadet world championships was withdrawn
4. The proposal to increase the minimum level of women in committee roles was not approved
5. The proposal to incorporate wheelchair fencing in the statutes was not approved – it was felt that it was not appropriate to include them in the statutes at this stage
6. The Junior/Cadet World Championships in 2015, 2016 and 2017 had all been approved, as had the Vets World Championships 2015, 2016 and 2017
7. The Commonwealth Federation has put together a Commission to get fencing included in the Commonwealth Games. The FIE is fully supporting this
8. There is a rule change re: teams. The reserve can now be brought back on under specific conditions.



The Chair thanked HP for her update for the Board, on which there were no questions.

7. Disciplinary Update

TC spoke to his revised Disciplinary and Grievance codes, now more streamlined, and meeting the aims agreed at previous Board meetings.

CH asked why Black Cards had not been mentioned. TC confirmed that Black Cards are referred to Head Office and it is up to the CEO to determine if they are then referred to the Disciplinary Panel.

The Board approved the five resolutions set out below and the inserted words into the Code of Conduct.

1. To revoke the existing Disciplinary and Grievance Procedures, such revocation to take place 14 days after the publishing of the new Disciplinary Code on the BF website
2. To adopt the new Disciplinary Code with effect 14 days after the publishing of the Code on the BF website
3. To appoint those individuals currently serving as the Disciplinary Panel under the existing procedures as the Disciplinary Panel (under clause 4.1 of the Disciplinary Code)
4. To designate those individuals currently appointed as the chair and deputy chair of the Disciplinary and Grievance Panels as the Disciplinary Panel Chair and Disciplinary Panel Deputy Chair (under clause 4.1 of the Disciplinary Code)
5. To delegate, to the CEO, authority to deal with allegations of breach of the Code of Conduct (in accordance with clause 3.1.3 of the Disciplinary Code and with all relevant powers and procedures set out in the Code of Code).

Plus the Board agreed the insertion of the following clause into the Code of Conduct:

“The Board of BF has delegated authority to the CEO to administer such matters which have not expressly been reserved to be dealt with under the Disciplinary Code by this Code of Conduct. Notwithstanding such authority, the CEO may, in his or her absolute discretion, determine that an allegation of a breach of Code of Conduct is of a nature that it should properly be dealt with under the Disciplinary Code. In such circumstances, the CEO may refer such a matter to be dealt with under the Disciplinary Code.”

JC asked if the new code needed to be brought to the attention of the members. TC confirmed that publishing on the website is all that is needed.

Actions Agreed

New Code to be published on the BF website.

TC to conduct a review after 6 months.

Youth Penalties



BRITISH FENCING

A draft had been circulated, as the original was no longer fit for purpose. The intention behind the new document is to give broader abilities to put sanctions in place. GU proposed the draft for Board approval.

The Board approved the Youth Penalties.

Parents Agreement

The redrafted Parents Agreement was based on the original trip terms and conditions and every complaint that BF has had over the last 6 months. GU asked the Board to note the new Agreement.

The Board noted for information.

8. Board Work Plan

Chair introduced the document, which set out the various Board tasks and meetings during 2015. The document was primarily for information purposes but the Board needed to approve it.

The Board approved and supported the Board Work Plan.

9. CEO Update

Home Countries Meeting – New Membership Scheme

GU reported on her meeting with Home Country representatives, noting that Wales had initial levels of concern about the originally proposed new membership scheme. The meeting agreed that the new membership scheme should benefit everyone – ie the implementation of the scheme should not significantly benefit one HC or BF to the detriment of another and that we should all work towards a structure that allows each body to deliver the services they are expected to. There were some interesting conversations on what BF do in comparison to the Home Countries, and who delivers what membership services. The next step is for the CEO, in conjunction with the HCs to do a membership survey the purpose of which is to educate and ask. The new scheme will focus on how much we charge and who delivers.

In a brief discussion, the Chair noted that during the Board evaluation process some Directors had described the new membership scheme as urgent, suggesting that deadlines should be set. GU agreed to reflect on the best timescale.

Referee Committee (RefCom)

GU announced that G Paul is to step in as a temporary Chair of the Referees Committee, to take forward the Referee Pathway programme and ensure that all selection processes, procedures and mechanisms are in place, published and transparent. In due course there will be open recruitment



BRITISH FENCING

for a volunteer as RefCom Chair. The Chair thanked GP for stepping in again to drive forward the work and role of this key committee.

GP asked if we have a **BF media plan**. CEO stated that the media plan would come out of the decisions on the Development strategy.

10. Mask statement

GU introduced the paper circulated in advance, on which AO expressed two concerns;

1. Sponsorship element – we need to encourage sponsors;
2. We should be able to approval designs.

In response GU confirmed that the proposal is not to have full-faced sponsorship. She also resisted strongly introducing a system whereby designs had to be approved, as she did not have the staff resources. The Board agreed that at least on an experimental basis, the scheme as proposed by the Rules Committee should go ahead.

WP left the meeting at 19:47

Restructured Safety Rules

The Restructured Safety Rules were presented simply for Board information.

The Board noted the document.

Nationals Proposal

Commenting on the proposals circulated, based on a survey of BF members, AO asked if it would not be a good idea to run the Nationals in London in 2015 then to look at comparisons between London and Sheffield. He pointed out that a London based Nationals would be easier to sell and suggested we try London for one year then make a decision for the next four years.

In discussion, JT noted that the survey pointed to better facilities in Sheffield. TC said that it would be “a PR disaster” to ignore members’ clear views. CO noted that there was a good argument for using the place we know can do the job. GU advised that there was a strong chance of local authority help on offer in Sheffield.

The Board approved the Nationals proposal after a show of hands, with one vote against.

Board “Away Day” Agenda

On the Chair’s proposal, the Board agreed to the agenda circulated, with the profiling work completed in advance and a very clear emphasis placed on strategy development; Chair to finalise agenda with the facilitator David Sales.



BRITISH FENCING

Actions Agreed from CEO update

Membership - CEO to reflect on time scale and report to Board; CEO to produce membership survey and report back.

RefCom - Board noted that GP to serve as Chair for a period.

Mask statement - Rules Committee policy approved by Board, now to be implemented.

Nationals - proposal to hold 2015 event in Sheffield agreed; exec to implement;

“Awayday” agenda - Chair to report back if any agenda difficulties were foreseen by the facilitator.

10. AOB

There was no other business raised.

Chair thanked everyone for their attendance and closed the meeting at 20:10.

Date of next meeting – 20th January 2015, 5pm at Beazley