



BRITISH FENCING BOARD MINUTES At BOA, London 20 October 2012

Present; David Teasdale (Chair), Julia Bracewell, David King, Alp Orge, Graham Paul (on phone), Libby Payne, John Troiano (on phone), Georgina Usher.

In attendance; Peter King, Jack Magill, Piers Martin, Penny Moseley, Ray Stafford.

Apologies; Murray Morrison.

CHAIR'S WELCOME

1. The Chair noted apologies as above. He welcomed the newly elected Directors, saying that the restructure provided fresh energy and a great opportunity for developing the sport's potential.

2. The Board noted that under Article 49, Piers Martin (PM) had retired from office as an Additional Director at the conclusion of the Annual General Meeting. The Board agreed not to re-appoint him under the same Article provision to allow discussion on the appointment of an Additional Director later in the meeting. PM agreed to inform Companies House of changes. ACTION - PM.

3. The Chair paid tribute to PM on his last Board meeting. He noted PM's personal qualities, his work ethic, and the doubling of BF income during his period as CEO. The Chair's thanks were endorsed by the rest of the Board. RS and JM thanked PM on behalf of England Fencing and Northern Ireland Fencing respectively. JB noted thanks on behalf of Scottish Fencing, in Chris Hyde's absence.

4. The Chair noted that the Directors' Roles and Responsibilities letter and Conflict of Interest Forms had not been covered during the informal part of his Director induction (see below). PM agreed to send these out to the new Directors for completion. ACTION - PM.

5. The Board reviewed Directors' conflicts of interest, on which each Director made a statement.

MINUTES

6. The minutes of the meeting held on the 21st July 2012 were approved with one amendment.

CHAIR REPORT

7. *New Director Induction* - DT explained to the Board that the induction process for the Directors would be in four parts:

1. Informal meetings between the Chair and new Directors to prepare them for the AGM and Board (all completed)
2. Formal meetings with the four together to provide another level of detail, to include briefings by other Directors, UK Sport, Sport England and Beazley
3. Team building Session with a facilitator provided by UK Sport over two days planned for the 7th/8th December, repeated in January if judged appropriate
4. Session with the whole new Board in 2013, after the second phase of elections (also with a facilitator, if then appropriate).

8. AO questioned the need for part 3. DT explained that it was important to build teamwork and avoid a factional approach; the Board agreed to part 3. ACTION - DT.

9. The Chair informed the Board that he had been informed privately that “the four new Directors were unhappy with the induction process”. All four Directors strongly disagreed with this statement. JB informed the Chair that if any of the new Directors had any problems they would speak to the Chair directly. JT asked the Chair to respond to the message with this clear response from the new Directors. ACTION - DT.

10. *Finance/Accounts* - DT said that he planned a detailed session on Finance/Accounts for the November Board meeting, when Andrew Brannon could be present. In this the various questions raised by Directors, and of course those from the AGM, would be fully discussed. JT confirmed he sought further financial information, echoed by JB, but both were content to wait for the next meeting.

11. *Board Priorities* - The Chair informed the Board that he wished to work up a Board Work Programme. He would circulate a draft in the next 2-3 days. The Board agreed this proposal. ACTION - DT.

12. *National Fencing Centre* - The Chair reported on continuing plans for a National Centre for Fencing to encompass the urgent need for an Elite Training Centre for the World Class Programme. He explained that the National Centre would ideally house all BF departments. UK Sport had made clear they saw an Elite Training Centre as an urgent need. Alex Newton as Performance Manager had set criteria for the elite training. On timeframe, PK explained that UK Sport was looking for action within 6 months on a high performance environment, either attached to a venue like Lee Valley, or on a new site.

13. *Directors' Responsibilities Review* - The Chair noted the need for the Board to review Directors' responsibilities. He proposed to link this with a proposal from JT (based on the governance Audit) to complete asap a Directors' skills analysis - which the Board agreed. JT agreed to work with DT on a draft skills matrix for Directors to complete within 2 weeks. ACTION – DT, JT.

CEO REPORT

14. PK gave a verbal, initial report on his activity so far, covering:-

- the progress so far on the WCP review - on which the Board agreed to have a detailed discussion at a later meeting;
- consideration of options for maintaining and increasing activity on the “Grow” agenda during the remainder of the current funding cycle, incorporating forward looking projects to re-assure Sport England about our commitment and ability to deliver growth;
- managing handover of responsibilities from current CEO; to be completed by 31st October;
- reviewing arrangements for book-keeping, preparation of on-going management accounts, revision of current year budget, preparation of future budgets and preparation of financial accounts for the year to 31st March 2013;
- reviewing role of consultants wherever currently engaged;
- reviewing communications across the Board but with particular reference to the Forum and to the present high volume of email traffic.

15. To a question from JT re financial information, PK replied that he was expecting the Board to set a strategy and priorities of what it wished to achieve so that the executive could develop a break even budget. The Board could agree this in December and January ready for April start. The executive would then report quarterly with a summary and the accounts. Any deviations would be reported in between. Directors supported this approach. JB asked about the longer term strategy; PK replied that this would be in part dictated by the outcome of the four year funding bids.

16. AO asked if some of the Olympic Tickets shortfall would be recovered. PK replied that some would be, which he was working on, but there would still be a loss for those unsold. DK explained to the Board the process for selling the tickets before and during the Games and the

issues with LOCOG. The original decision to have a blind ballot would have been better, but the then Board was eager to give the membership the tickets they wanted – which meant that there were waiting lists for some events and shortfalls for others. The Chair had made a formal complaint on BF's behalf to Paul Deighton at LOCOG.

17. GU wanted to ensure that the executive and staff knew the Board appreciated their hard work given some of the questions raised at the AGM. PK responded that the staff would look for clear support from the new Board, to which all Directors gave their commitment.

HONORARY OFFICERS

18. The Board agreed the following appointments;-

Medical Officer - Dr Clare Halsted

Electoral Officer - Teddy Bourne

Insurance Officer - Catherine Nicoll.

ADDITIONAL DIRECTOR

19. The Board discussed a proposal to appoint William Pitt, Director of Marketing for Beazley, to the Board as an Additional Director under Article 49. The Board agreed in principle but decided to wait two weeks for the skills analysis before a final decision.

ANY OTHER BUSINESS

20. *Equality* - Under Article 49, the Board noted the new balance of the Board and agreed to review following the skills analysis.

21. *FIE* - On a proposal from the new Directors, the Board considered the earlier Board decision on nominating a BF delegate for the FIE Arbitrage Commission. After an exchange of views, the Board agreed to reflect on the discussion and reach a decision in a few days via e-mail.

22. *Letter from Northern Ireland Fencing* - JM spoke to a letter received from the President of NI Fencing, Chris Gill, regarding eligibility for the British Championships. He asked the Chair to seek specific legal advice.

23. JT asked for a Board discussion about the principles behind athlete selection policy before any announcement.

NEXT BOARD MEETING

24. The Chair said he would confirm this urgently after consultation with Directors on their availability.

(NB. Next Board meeting now arranged for November 15th).
