



BRITISH FENCING BOARD

Minutes of the meeting held at CIC, London: Saturday 7th February 2009 at 11.00am
Approved by the Board on Sunday 17th May 2009

Present:

Keith Smith	President and Chair	KS
Ismay Cowen	Director	IC
David Sach	Director	DS
Rodney Francis	Director	RF
Mike Thornton	Director	MT
Libby Payne	Director	LP

Also in attendance (non-voting):

Roy Clarke	Scotland Representative	RC
John Ramsay	England Representative	JR
Catherine Nicoll	Executive Director	CN
Jon Milner	Technical Director	JM
Ahmed Rosowsky	Athlete Representative	AR
Piers Martin	CEO	PM
Graham Watts OBE	PD	GW

Apologies for absence:

Andrew Brannon	Treasurer	AB
Dame Mary Glen-Haig	Life Vice-President	MGH
Penny Spink MBE	Director	PS
Tom Cadman	Director	TC
Steve Jackson	Director	SJ
Jack Magill	Northern Ireland Representative	PC
Bob Turner	Wales Representative	BT

Ref	Minute	Action
1.	<u>General:</u>	
1.1	KS welcomed the Board to the meeting and thanked Graham Watts for the use of CIC offices.	
1.2	KS welcomed Susannah Wesley, in attendance to present on the Fencing: 2020 Strategy. He also welcomed Ahmed Rosowsky as Athletes' Representative and thanked James Williams for his attendance at previous Board meetings in this role.	
1.3	Apologies were received from AB, TC, SJ, PS and BT. Alan Banks (substituting for BT) also offered his apologies. The adverse weather conditions were also noted.	
2.	<u>Fencing: 2020 Strategy Presentation:</u>	
2.1	The Board received a presentation on the <i>Fencing: 2020 Strategy</i> which summarised the progress of the working group. The board noted the direction of the strategy, to create a world leading 'Fencing Family' and in particular four strategic thrusts: <ul style="list-style-type: none">▪ Transform the organisation to run along commercial principles▪ Increase accessibility to and improve external perception of our sport▪ Provide an excellent workforce and environment▪ Ensure every fencer has a programme suitable for their development goals	
2.2	The board also agreed that in order to progress the work of the strategy group, the first strategic thrust required immediate attention. The board requested that PM table these proposals at the next meeting.	PM
3.	<u>Minutes of 11th October 2008:</u>	
3.1	36.4: The word 'unanimously' was removed.	
3.2	The minutes were approved as a true and accurate record.	

4. Actions Outstanding from the Minutes:

- 4.1 32.3: PM explained he was still available to assist Home Countries on Equality if they required.
- 4.2 33.1: MT explained that there was no Referees account and that all monies were now with BF.
- 4.3 34.1: To be discussed on the agenda.
- 4.4 35.1: Completed. MT has responded.
- 4.5 39.2: Completed. PM reported all Directors had now signed the letter.
- 4.6 39.3: Completed.
- 4.7 39.4: Completed.
- 4.8 39.5: Completed and ongoing.
- 4.9 40.2: Completed.
- 4.10 41.4: Completed.
- 4.11 42.2: Completed.
- 4.12 45.1: Ongoing.
- 4.13 51.1 Completed.

5. Matters Arising not on the Agenda:

- 5.1 42.2: It was raised that there had been a significant number of complaints regarding the Athletes' Commission election process. PM explained that he had spoken to both DS and the complainants who were content that the outcome of the elections had not been affected by the process. Whilst the board thanked DS for the work he had put into the elections, it was agreed to ensure that the process was clearly communicated in the future to prevent this occurring again. PM

6. Correspondence:

- 6.1 KS informed the board that BF had received a letter and at this point the elected members asked the non-elected members to leave the room so that they could discuss the issues which arose.
- 6.2 The non-elected members then left the room.
- 6.3 KS then read the letter from the BOA which asked BF to nominate a 'Team Leader' for the London Olympics in 2012.
- 6.4 The board then discussed the matter and the World Class Programme. The board unanimously agreed for GW to run the World Class Programme until the London Olympics in 2012. KS
- 6.5 The board unanimously agreed to nominate GW as the BF Team Leader for the Games. KS
- 6.6 It was raised that given the likelihood of reduced funding and the consequent reduction of the World Class Programme, support would be required for the remainder of the International Programme. PM explained how the National Academy Manager position may be able to assist with some but not all of these elements. It was agreed for PM to draw up job descriptions for an International Manager and Weapons Coordinators and to look into the possibility of payment. PM
- 6.7 It was agreed that given the agreement earlier in the meeting to focus on business transformation and governance these positions, along with all others, should be appointed through open recruitment. PM agreed to review the status quo and and draw up a plan for open recruitment. PM
- 6.8 The non-elected members then returned to the room.

7. Management Accounts

- 7.1 The Board agreed the Q208 Management Accounts.

8. Budget 2009-2010

- 8.1 The board then discussed the budget for 2009-2010.
- 8.2 The board formally requested that England Fencing contribute £60k to the England Development Project for 2009-2010 JR
- 8.3 It was agreed by GW that the Senior Worlds and Senior Europeans would be paid for by the World Class Programme budget.
- 8.4 The Board unanimously agreed the budget.

9. CEO Report

- 9.1 C2: The board agreed the England Development Project and ratified the decision made to appoint DS and LP on to the 'England Development Project' Oversight Committee. The board also noted that RF had accepted the position of Chairman given his role on both boards.

- 9.2 C5: RF raised the issue of the inclusion of late entries in the process of the initial allocation of places and that if the online competition entry was to be put on hold until phase 1 of the online membership project had been started, the board needed to agree not to include late entries in that process. It was unanimously agreed that entries received after the published deadline would not be eligible for inclusion in the initial allocation of places into their particular competition. They could be added to the end of any reserve lists created at that time.
- 9.3 C7: The board ratified the decision to adopt the Coach Register standards for England as the benchmark for use as the standard for all GB trips. PM
- 9.4 C9: The board agreed to nominate LP as Board Champion for Equality as minuted on the 11th October 2008. PM agreed to produce a job description for the position at the next board meeting. LP
- 9.5 C16: MT highlighted that the board had already previously agreed a process which has not been followed. MT agreed to work with PM on this until SwordMark had been properly established. PM
- 9.6 C16: The board then agreed the following: MT
1. That British Fencing sanctioned (ie. GB teams) trips be 'registered' and signed off by being awarded a SwordMark 'licence' by British Fencing.
 2. That we will pilot SwordMark licences for Referees in 2009, using the register created by the Referees Committee.
 3. To pilot SwordMark licences for Coaches in 2009, using the coaching register.
 4. That all coaches used on SwordMarked trips are licensed by British Fencing and that we will adopt the England Fencing criteria as a uniform standard across the board.
- 9.7 PM agreed to run a SwordMark pilot for the World Cadet and Junior Championships and to report back on progress in relation to launching the licence for the next season. It was also noted that this would be part of the responsibility of the International Manager. PM
- 9.8 D6: The board ratified the decision to involve BF clubs in the Sainsbury's 2-for-1 promotion.
- 9.10 P3: DS asked for an explanation of Advanced Apprenticeship in Sporting Excellence (AASE) and Talented Athlete Scholarship Scheme (TASS) funding. PM explained that along with Sports Aid Foundation (SAF) grants, these formed part of the submission to Sport England and would be used to support the Academy. PM agreed to update at the next board meeting. PM
- 9.11 The board thanked PM for his report
- 10. Items for Information Only**
- 10.1 PD report
- 10.2 The PD then gave a verbal report on the progress of the World Class Programme.
- 10.3 The board thanked GW for his report.
- 10.4 British Youth Championships
- 10.5 The board agreed to consolidate the BYCs into a youth festival.
- 10.6 The board thanked Mavis Thornton for her detailed report.
- 10.7 Belfast 2009
- 10.8 KS gave a verbal update on the Cadet and Junior World Championships.
- 10.9 MT raised the issue of VAT and highlighted the fact that the budget could be seriously over-spent because of this. KS explained that BF had employed Hays Macintyre to look at the issue of VAT and MT agreed to liaise with KS and PM on the matter. MT/KS/PM
- 11. Any Other Relevant Business**
- 11.1 The board noted the fact that DS receives income from the World Class Programme.
- 11.2 The board noted the fact that MT has a son who receives income from the World Class Programme.
- 11.3 MT raised the fact that the board have never formally delegated authority to the CEO to operate the company on behalf of the board and that this was a legal requirement. MT agreed to work with Jack Magill (who had chaired both the interview panel and review panel for the CEO) to draw up a proposal for the next board meeting.
- 11.4 LP thanked those fencers who had assisted with the sportsround television feature. The board thanked LP for her work on this.
- 11.5 IC agreed to work with Head Office to ensure that board members CRB disclosures were up to date. IC
- 11.6 MT raised the fact that reports from functional areas should be circulated in time for the board meeting so that any decisions made can be ratified by the board. KS agreed that he and PM would ensure that this happened. KS/PM
- 11.7 JR explained to the board that fencing equipment produced by the manufacturer WUXI had been banned by the FIE. KS agreed to discuss with Peter Huggins. KS

12. Close:

12.1 With no further business the meeting was declared closed by the chair at 14.40

Signed:

Date:

Keith Smith, President and Chair
Signed on behalf of the Board