



BRITISH FENCING BOARD

Minutes of the meeting held at SABMiller Global HQ: Saturday 11th October 2008 at 11.30am
Approved by the Board on Saturday 7th February 2009

Present:

Keith Smith	President and Chair	KS
Penny Spink MBE	Director	PS
Ismay Cowen	Director	IC
David Sach	Director	DS
Rodney Francis	Director	RF
Tom Cadman	Director	TC
Libby Payne	Director	LP
Steve Jackson	Director	SJ

Also in attendance (non-voting):

Roy Clarke	Scotland Representative	RC
John Ramsay	England Representative	JR
Bob Turner	Wales Representative	BT
Pat Casey	Northern Ireland Representative	PC
Jon Milner	Technical Director	JM
Piers Martin	CEO	PM
Graham Watts OBE	PD	GW
Catherine Nichol	Executive Director	CN

Apologies for absence:

Andrew Brannon	Treasurer	AB
Dame Mary Glen-Haig	Life Vice-President	MGH
Mike Thornton	Director	MT
James Williams	Athlete Representative	JW

Ref	Minute	Action
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31. General:

31.1 KS welcomed the Board to the meeting and thanked Gail Lumsden, SABMiller, for organising the SABMiller Board room for the meeting, and welcomed Roger Clifton who, on behalf of Sport England and UK Sport, would be running a session on the Equality Standard for sport.

31.2 He also welcomed PS, returning as an elected director, and DS as a newly elected director.

32. Equality Standard: Roger Clifton

32.1 KS then introduced Roger Clifton to begin a session on the Equality Standard for sport. The key points of the session were:

- An explanation of the Equality Standard, that It is a standard owned by UK Sport and the Home Country Sports Councils and is a governance requirement of funding agreements.
- The aim is to widen access and increase participation amongst under represented groups.
- There are numerous benefits to the organisation of operating equitably (moral, legal, organisational benefits).
- Whilst there is no actual deadline, we must be seen to be working towards attaining the Standard, not standing still.
- 2 Areas: Developing the organisation
Developing the services
- 4 Levels: Foundation

Preliminary
Intermediate
Advanced

- The assessment process would be paper; electronic; verbal evidence.
- The organisation will need to be profiled and then an Action Plan developed.

- 32.2 It was suggested that the Board identify an Equality Champion and KS asked the Board for interested parties to contact him over the next few weeks. All
- 32.3 PM explained he would be leading from BF and was available to assist Home Countries. He asked the HC reps to contact him on this. HC reps
- 33. Actions Outstanding**
- 33.1 14.3 Refereeing: DS reported to the board that there was no referees account. KS/PM agreed to liaise with MT/DS on the other matters arising. KS/PM
MT/DS
- 33.2 28.3 Safety Boots: KS reported that safety boots had now been purchased for the armourers.
- 34. Matters Arising**
- 34.1 10.2 The alcohol ban agreed at the previous board meeting was raised for clarity. It was noted by the board that the England Fencing board had agreed on a total alcohol ban. After discussion it was confirmed that the agreed minute was for Junior (ie. under 18) camps and competitions and did not apply to Senior events. The issue of Senior camps and competitions which may involve only a small number of under 18 fencers was raised. It was agreed that as PM was already leading on the SwordMark project, to report back at the next board meeting. PM
- 35. Correspondance**
- 35.1 The board discussed correspondence received from relation to a BF disciplinary case, the original letter having been sent to MT to be raised at the Board in July. It was agreed that as the original letter was to MT, it was for him to respond. It was noted that PM had already explained to the correspondent that the Disciplinary process was being reviewed and improved. MT
- 36. CEO Report**
- 36.1 The CEO then spoke to his report (previously circulated). He drew specific attention to C5: Proposals for online membership which the board then discussed individually:
- 36.2 A: It was unanimously agreed to progress with the Online Memberships (Part A) phase of the proposal immediately and hold the Online Competition Entry (Part B) phase until we have advanced Part A.
- 36.3 B: It was unanimously agreed to move the database and e-mail system to an independent company.
- 36.4 C: It was agreed to adopt an administration fee of £10 for late payments/rejoining.
- 37. Management Accounts**
- 37.1 The board then unanimously agreed the management accounts for the quarter.
- 38. FIE Elections**
- 38.1 KS then reported on the names of delegates which had been sent to the FIE for the elections at the Congress on the 6th December:
- Peter Jacobs, Steve Higginson, Allan Jay, Hilary Philbin, Janet Huggins, Clare Halsted, Teddy Bourne and Keith Smith.
- 39. Governance**
- 39.1 PM explained that as part of the funding agreements he was progressing with partners such as Sport England and UK Sport, a number of governance requirements had to be met. The Welfare and Equality Standards were two examples of this.
- 39.2 KS then distributed a letter to all elected directors, executive directors and Home Country Reps detailing roles and responsibilities along with relevant extracts from the Companies

Act 2006 were also given to the elected directors for each of the board members to sign. He also thanked TC and LP for their time in putting the letter together. PM agreed to forward to those absent. PM

39.3 All elected directors, executive directors and Home Country Reps present duly signed the letters. A copy of the signed letter was to be sent to each director by the office. PM

39.4 The letters were also to be sent to all of those directors, executive directors and Home Country Reps not present but who are invited to attend future BF Board Meetings. PM

39.5 Home Country Reps were also instructed to ensure that any alternate attending BF Board Meetings also obtained a copy of the letter from Head Office to sign and bring to the meeting. HC Reps

40. UKADR

40.1 The Board discussed the proposal by the UK Anti Doping Regulations (UKADR) working group (Teddy Bourne, Clare Halsted and Peter Jacobs) under which BF would adopt new Anti-Doping Regulations based on the new standard version promulgated by UK Sport, with certain amendments necessary to adapt the Regulations to the requirements of fencing, and also certain related amendments to the BF Disciplinary Regulations. Copies of the proposals (in the form of draft Board Resolutions) and of the draft Anti-Doping Regulations, as discussed by the Board, are attached to these minutes.

40.2 LP raised a number of issues which were unable to be answered at the meeting. The Board agreed that LP should discuss these questions directly with the working group and authorised her to approve any final amendments on behalf of the board. It was resolved that: LP

1. The new Anti-Doping Regulations, with such further amendments as might be agreed between LP and the working group, would be adopted by BF with effect from 1st January 2009; and
2. The proposed amendments to the BF Disciplinary Regulations, as set out in paragraph C of the attached draft Board Resolutions, would be adopted with immediate effect.

(Post-meeting note: a copy of the final version of the Anti-Doping Regulations as so adopted is filed with these minutes.)

40.3 The Board thanked the working group for their work on the regulations.

41 Referees Proposal

41.1 The board then discussed a proposal from DS on behalf of the Referees Committee in 3 parts:

41.2 A: The board agreed that the following names be put forward to the FIE for the Grand Prix lists next season:

<u>Sabre</u>	<u>Epee</u>	<u>Foil</u>
Keith Bowers	Matthew Haynes	Steve Glaister
Suse Wesley	Huw Barton	Steve Moore
David Sach	Mike Thornton	Nick Payne
Murray Morrison	Mavis Thornton	Linda Strachan

41.3 B: The board agreed that all referee allocation for Junior and Senior A'Grades would be run centrally through the referees committee from January 1st 2009.

41.3 C: The board agreed that, subject to the agreement of the Home Countries, levels 4 and 3 would be devolved back to the Home Countries from the 1st January 2009. This would involve each home country appointing a lead examiner for that country. The referees committee agreed to set the standards for each level of examiner.

41.4 It was agreed that the Referees Committee would send information on this to the Home Countries. DS

42. Athlete Commission Elections

42.1 The board then considered a proposal by DS for the Athlete Commission Elections.

- 42.2 It was agreed that DS would run the Athlete Commission Elections at the Welsh Open. It was agreed that any active fencer in top 20 would be eligible to vote attend at Welsh, vote by proxy or vote by e-mail. DS
- 42.3 It was agreed that the Athlete Commission would have a representative at the board but that they would have no vote.
- 43. Competition Calendar Proposal**
- 43.1 The board then considered a proposal by DS to reduce over-competing amongst young fencers.
- 43.2 The board agreed for DS to establish a working group and report back to the next board meeting. PM added that it was important to include Neil Brown as he was leading on the LTAD (Long Term Athlete Development) Project and this was important to the competition calendar.
- 44. Sport England Submission**
- 44.1 PM then took the board through the Sport England Submission, which he explained BF would submit on behalf of England.
- 44.2 The board asked how any increase in satisfaction would be evaluated and PM responded that this was to be confirmed by Sport England but that we would have an input.
- 44.3 The board thanked PM for his work on the submission.
- 45 Management of International Trips**
- PM explained that a meeting had been held at Bristol to discuss the management of camps and competitions. He explained that he expected to spend some time focusing on establishing SwordMark and hoped to meet with the International and Weapons Committees over the next couple of months to discuss. PM
- 46 Sports Aid Foundation Grants**
- 46.1 PS presented a paper which explained the process for selecting athletes for SAF grants in order that this process remains transparent.
- 46.2 The board thanked PS for her work with SAF.
- 47 PD Report**
- 47.1 GW then gave a verbal report to update on the World Class Performance Programme. He also gave information on the Australian Youth Olympic Festival (Under 20) taking place on the 14th-18th January 2009.
- 48 UK Schools Games**
- 48.1 The board thanked Neil Brown for his report on the UKSG and his organisation of the event.
- 49 British Championships**
- 49.1 JM gave a verbal report on the British Championships. The Board thanked him for all his work on these championships.
- 50 AOB**
- 50.1 The board were unanimous in congratulating the fencers at the World Veteran Championships, specifically: Richard Cohen; Ralph Johnson; Jane Hutchison; Graham Paul, all of who were now World Veteran Champions.
- 50.2 PM informed the board that he had met Horizon TV with KS to look at the possibility of web video at major championships. PM would update the board at the next meeting.
- 50.3 KS informed the Board that Neil Brown was working on a South West talent programme which would give fencers access to support. He would update the board at the next meeting.
- 50.4 KS thanked Ron Velden for liaising with Greenwich Leisure who have now agreed to putting funding towards the Camden International.

51. Dates of Future Meetings

51.1 It was agreed that PM would circulate dates to tie in with fiscal quarters.

PM

52. Close:

52.2 With no further business the meeting was declared closed by the chair at 15:35.

Signed:

Date:

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