



Boxing Scotland Limited Board Meeting
5 Nasmyth Court, Houston Industrial Estate, Livingston EH54 5EG
17 June 2015 17:00hrs

Present: Richard Thomas (RMT), Caroline Stewart (CS), William Burns (WB), Kevin Bell (KB), Frank Delaney (FD), John Macpherson (JMac) via conference call.

In attendance: Fraser Walker (FW) and Chris Robison (CR) **sportscotland** Partnership Manager

1 – Apologies

The Chairman welcomed CS to the Board following her recent appointment.

KB informed the meeting he would join the meeting later and Peter Evans (PE) offered his apologies.

2 – Conflict of Interest

No conflicts of interest were declared.

3 – Approval of Minutes of the Boxing Scotland Ltd Board Meeting held on 11 March 2015.

The Chairman noted the accomplishment of appointing a female Director identified in section 11 - AOCB.

The minutes were approved.

4 – Actions

CR issued the document 'Service Provision of Scottish Governing Bodies' – a document detailing the range of resources (Human, Financial and Services) **sportscotland** provides to support partner organisations.

5 – Chairman's Report

5.1 sportscotland investment update

The Chairman confirmed Boxing Scotland's 2015 – 2019 **sportscotland** investment figure of £2.57 million pounds. This represents a 44.7% increase from the previous funding cycle and is the biggest funding increase of any Commonwealth Games sports.

The Board now needs to commit to the development of clubs and become more club centric.

The Chairman suggested allowing members to attend future Board meetings. A discussion followed and there was general agreement this would be a positive development. This would provide the Board with a better understanding of our member clubs and vice versa.

5.2 sportscotland Partnership Manager Role

The role of the sportscotland Partnership Manager was discussed in light of recent correspondence and conversations between BSL and sportscotland. These raised concerns that sportscotland may be in some way micro managing BSL.

The Chairman suggested it would be prudent for the Partnership Manager to focus more on gathering evidence on our progress against our funded targets and assisting us on achieving said targets.

The six monthly review meeting between BSL and sportscotland will assist with this. CR explained that sportscotland has to meet Scottish Government requirements, particularly with respect to reporting progress towards participation and performance targets. Additionally it is important that governing bodies are engaged in appropriate procedures and processes when using public investment.

The Chairman noted the position of sportscotland but emphasised that the primary concern for BSL is meeting agreed targets.

5.3 Staffing and Organisational Structure Update

The Chairman provided an update on the new BSL organisational structure. This will be made public and contained within the 2015 – 2019 Strategic Plan which can be downloaded from the BSL website.

The Chairman explained FW will not pursue the CEO role at this moment and commended him for his hard work to date. FW will continue in his current role and will focus on development and other operational areas.

There was agreement on a suggested recruitment process the CEO post. This will be advertised as soon as possible subject to Directors being given a further seven days to feedback on the CEO job description.

The Chairman stressed the importance of having clarity on the recruitment process and appointing the right person. CR offered sportscotland's assistance which the Chairman accepted and noted this was custom and practice for all BSL appointments.

KB joined the meeting at 18:02 hours.

FW must have further dialogue with Bob Wylie and Alan Clark – Regional Sports Partnership Managers – to ensure partners are fully aware of planned East and North Regional Development Officer roles. Evidence clearly shows RDO positions only work through a partnership approach.

5.4 Membership and Affiliation System Update

A brief update was provided on the new Membership and Affiliation system.

This will remove the need for a paper based system and alleviate the administrative burden on our members.

The system has been developed exclusively to allow members to affiliate online and effectively manage all club data electronically. This will speed up the annual affiliation process, save having to submit the same information to BSL year after year and allow the accurate collection & collation of membership data.

As intimated in a number of communications to members, we will provide as much early life support to all member clubs in order to make the transition to the new system as easy as possible. Our staff will be organising affiliation surgeries in each of the districts to help the clubs who require assistance the most.

5.5 Medical Commission Update:

The Chairman informed the Board that an initial BSL Medical Commission meeting had been held on 17 May 2015.

The purpose of the meeting was twofold:

- To discuss a number of key matters including Boxer welfare, creating and implementing standard operation procedures, appropriate regulation of all BSL registered Doctors, medical provision at shows, ongoing training requirements and developing a set of generic guidelines to be issued to boxers, coaches and officials;
- To establish the BSL Medical Commission and appoint an Honorary President, President and Secretary.

The Chairman praised the contribution Dr Brian Tansey had made to Boxing Scotland over the years and his appointment as Honorary President was much deserved. Dr Scott Henderson has been appointed as President of the Commission and Dr Craig Tinning as Secretary.

It is important that there is close linkage between the Medical Commission and BSL senior staff to ensure a consistent and professional approach nationally.

6 – Operational Reports

6.1 Operational Report

FW presented the following:

- A progress report on the achievement of BSL's 2015 – 2016 annual targets;
- A recommendation paper on the new Club Accreditation Minimum Operating requirements;
- A recommendation paper on Skills Bouts, Skills Shows and establishing a Club Cub registration scheme for boxers aged between 7-10 years old.

The board fully supported the two papers presented for consideration and the Chairman noted these were excellent.

6.2 Performance

In the absence of National Coach, Mike Keane, the Performance report was taken as read.

The Chairman congratulated:

- Declyn Duffy and Lewis Johnston on their 2015 European Junior Championship Bronze medals;
- Aqeel Ahmed and Stephanie Kernachan on their recent 2015 GB Elite Championship wins.

In general, the performance programme is working effectively. There are a number of areas that require reporting on and future Board reports will contain individual boxer reports to track progress towards the 2018 Gold Coach Commonwealth Games.

Boxer profiles will also be developed for all boxers currently involved in the performance programme.

The Chairman explained the desire to have a new strength and conditioning suite within the Scottish High Performance Centre. There is verbal agreement between BSL and the Institute that this will be a valuable addition to the performance programme with further discussions still required.

7 – Legal

KB provided a summary to the Board on the ongoing legal situation relating to a former member of staff which is almost at an end.

8 – Equality

FW informed the Board that Boxing Scotland achieved the Equality Standard for Sport Preliminary level in May 2015 and was duly commended for his work on this.

9 - Finance

The Board was informed that new financial reporting template was currently in development and this would be provided at the next Board meeting.

It was noted that there were currently no financial concerns in terms of budget against spend.

10 – Risk Register

The Risk Register was taken as read.

The Chairman requested that a potential risk be added to future registers to address succession planning for key Board and Staff posts.

11 – AOCB

There was no AOCB.

12 – Actions

Number	Responsibility	Details
1	All Directors	Provide feedback on CEO Job Description to FW by 24 June 2015
2	FW	Meet with sportscotland's Bob Wylie and Alan Clark to agree the East and North Regional Development Posts.
3	RMT	Speak to Mike Whittingham regards the installation of a Strength & Conditioning suite within the Scottish High Performance Centre.
4	FW	Produce recommendations/a policy to address succession planning for key Board and Staff positions.