



Boxing Scotland Limited Board Meeting
5 Nasmyth Court, Houston Industrial Estate, Livingston EH54 5EG
23 March 2016 17:00hrs

Present: Kevin Bell (KB), William Burns (WB), Frank Delaney (WB), Caroline Stewart (CS), John Macpherson (JMAC), Martin Henry (MH)

In attendance: Fraser Walker (FW), Mike Keane (MK)

1 – Apologies

Chris Robison (CR), sportscotland partnership manager 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 09 December 2015.

The minutes were approved subject to a minor alteration required in paragraph 8 of section 5.2.

CR requested two amendments to the minutes from the 09 December 2015 Board meeting which were as follows:

- **Paragraph 8.** “CR explained the investment for the CEO is available but BSL decided not to interview for the post from the list of applications received in Sep 2015. It was the view of CR that a small number of candidates were suitable for invitation to interview but CR acknowledges that the decision rests with BSL on whether to interview and subsequently appoint. CR encouraged the BSL Board to re-advertise for the CEO role because there is clearly a need to cover the workload.”
- **Paragraph 9. 3rd sentence.** “CR expressed his concerns that the appointment of an Executive Chair may be seen as a conflict of interest. However, CR recognised the need to provide executive support whilst the recruitment of a CEO takes place and would consider a suitable solution. He invited BSL to put forward a proposal, which could include the current Chair, for an executive consultant to carry out key areas of work. CR offered guidance on recommended levels of consultant day rates”

The minutes were approved subject to a minor alteration being made to paragraph 8 of section 5.2. The board declined CR's request to include additional text in the third sentence of paragraph 9 in section 5.2.

4 – Actions

- Issue a letter informing clubs of 6 month review to ascertain what professional involvement club, officials and coaches have. This will be communicated to all member clubs by letter. **COMPLETED.**
- Issue a general insurance communication to all member clubs informing them of the level of cover provided. **COMPLETED**
- Write to PE to thank him for his service as a Director of the company. **COMPLETED**

5 – Vice Chairman's Report

KB opened the meeting and reflected on the tragic passing of Mr Richard Thomas, BSL Chairman.

KB welcomed MH to the board meeting.

KB recommended that a discussion was held on the Executive Chairman and CEO positions.

The CEO would have been mentored by the late Chairman which now cannot happen. There is a need to stabilise the organisation and FW must not be burdened with additional pressure.

The board unanimously agreed to suspend the CEO recruitment process. A new organisational/staffing structure will be developed and presented during the 13 July 2016 Board meeting.

Live Matters

5.1 Legal Correspondence – Muir Myles Laverty

FW provided information regarding a previously registered BSL boxer – Mr David Drummond.

FW will contact Muir Myles Laverty and inform it of the forthcoming AIBA Extraordinary Congress scheduled to take place on 01 June 2016 in Lausanne.

5.2 AIBA Extraordinary Congress

The Board agreed that a proposed change to the AIBA statutes is one which may affect all members. Therefore, and in the interests of transparency, all members will be issued with a letter and voting form which must be completed and returned to the BSL office within 28 days.

BSL shall take the opinion of members into account and will vote in the best interests of the sport in Lausanne on 01 June 2016.

5.3 The Good Friday/Belfast Agreement

The Board considered the content of a letter from the Irish Athletic Boxing Association (IABA) relating to the Northern Ireland Act 1998.

The Board agreed the best way to progress matters was to meet face to face with IABA representatives.

5.4 Pension Enrolment

FW informed the Board of the fact BSL has an automatic pension enrolment date of 01 October 2016. FW will source an appropriate pension scheme (likely to be Standard Life) once the remuneration committee has had time to consider the proposed new organisational structure.

5.5 GB Elite Championships Facility Contract

FW sought input from Directors regarding the Dunfermline Alhambra theatre contract contained within the board pack. KB and JMac agreed to provide further comment out with the meeting.

6 Operational presentation/report

FW provided the Board with an update on progress towards annual investment targets.

It was noted that the following targets had been met or exceeded:

Effective Organisation

- One Female board member appointed;
- New membership management system implemented;

Performance

- One new GB Podium or Podium Potential Boxer;
- 1 or more medal in the 2015 Samoa Commonwealth Youth Games;
- 2 gold medals in the 2015 GB Boxing Championships.

Development

- 3 Clubs exceed BSL Enhanced MORs;
- Registered Female boxers rise from 83 to 100.

FW informed the meeting that the coaching course target of having 25 coaches complete the recently launched BSL level 1 coaching course was on target. 30 coaches were due to attend the course over the weekend of 26&27 March 2016.

MK provided a summary of the performance report which was taken as read.

FW provided a summary of the development report which was taken as read.

FW provided an executive summary report on the recent KPMG self-assessment development audit. It was noted that very encouragingly, BSL had achieved its best ever audit rating of satisfactory (with comments).

8 Protecting Vulnerable Groups (PVG) Scheme

LN provided the Board with a presentation on the PVG Scheme. The Board accepted the recommendation that BSL continues to administer all PVG applications and not member clubs.

9 Legal/Investigations

There were no ongoing legal matters or investigations.

10 Equality

Two recommended to the BSL equality plan were accepted by the Board. These were as follows:

- Removal of the suggestion a BSL Equality working group is established;
- Revised timescales which have all been moved forward 12 months.

11 Finance

The finance report was taken as read and it was noted that the organisation remains on course to make a small profit for the 2015/2016 season. FW explained that the 2015/2016 financial reporting period will only be 11 months (01 May 2015 to 31 March 2016) in order to re-align our financial year to **sportscotland's** which is 01 April – 31 March annually.

12 Risk Register

The risk register will be updated and re-presented to Board at the July 2016 Board meeting.

13 – Actions

Number	Responsibility	Details
1	KB/FW	<p>Inform sportscotland Partnership Manager Chris Robison on the Board's decision to postpone the CEO recruitment process.</p> <p>FW will assist in developing an organisational structure for the next Board meeting in July 2015. COMPLETED</p>
2	KB/FW	<p>Review the two requested Board meeting (09 Dec 2015) minute amendments submitted by Chris Robison and produce revised minutes for circulation and acceptance by the Board. COMPLETED</p>
3	FW	<p>Produce a letter for circulation to members seeking their input to AIBA's letter notify federations of its 2016 Extraordinary Congress. COMPLETED</p>
4	FW	<p>Respond to the Irish Boxing Association' letter regarding the Good Friday agreement. COMPLETED</p> <p>Inform IABA the BSL Board discussed its letter and wish to meet with its representatives to gather a better understanding of the implications. COMPLETED.</p>
5	FW	<p>Act on behalf of BSL to deal with automatic enrolment and place staff into a pension scheme by our staging date of 01 October 2016. ONGOING</p>
6	FW	<p>2016 GB Elite Championships – FW to circulate Alhambra contract to JMac and KB for their respective input/comments. COMPLETED</p>
7	FW	<p>Develop an action plan for inclusion in the next Board pack which details how the KPMG self-assessment audit recommendations will be addressed. COMPLETED</p>
8	FW	<p>Speak to MH regarding establishing and documenting a process that allows BSL to transparently and robustly deal with PVG applicants who are listed for consideration and we deem may be a risk to vulnerable people. COMPLETED</p>
9	FW	<p>Address the KPMG Self-Assessment recommendation that the Board appoints a director with financial acumen. COMPLETED</p>