



Boxing Scotland Limited Board Meeting
Bridgeton HPC
Glasgow

04 May 2019 10:00am

Present: Kevin Bell – Chair (KB), Martin Henry (MH); Willie Burns (WB by phone), Lesley- Anne Junner (LAJ), Darryl Broadfoot (DB)

In attendance: Fraser Walker (FW) and Ewen Cameron (EC) sportscotland Partnership Manager

1 Apologies

Caroline Stewart (CS) and Frank Delaney (FD)

2 Declarations of Interest

There were no declarations of interest.

3 Formal Appointment – Boxing Scotland Directors

KB formally welcomed Lesley Anne Junner (LAJ) and Darryl Broadfoot (DB) to the Board of Directors.

4 CEO Position

KB formally confirmed FW's appointment as permanent CEO following a rigorous interview process in March 2019.

5 Actions & Minutes

The minutes were approved subject to the changing of minor typos which KB and FW will address post meeting.

MH queried progress made to date on updating the Boxing Scotland Articles of Association. KB provided an overview of the work completed to date in that Clyde and Co Solicitors had produced a further draft that are compliant with current legislation. The current draft will be reviewed further by Board directors, members consulted on the draft prior seeking member approval via a special resolution.

FW noted that all of the actions arising from the previous Board meeting had been completed.

6 sportscotland investment

FW provided an overview of sportscotland's 2019 – 2020 investment award.

It was noted that there had been increases in Effective Organisation investment (+£2,000) and in Development investment (£40,000). However, Performance investment had reduced by £72,000. Despite this it was also noted that performance programme investment now equated to £101,000 (including staff costs) per medal for the 2022 Birmingham Commonwealth Games cycle compared to £62,500 for the 2018 Gold Coast games.

In terms of core investment this represented an overall reduction in investment of £20,000 from the previous year.

FW also explained an additional £13,600 of supplementary investment from the sportscotland Women & Girls funding pot had been awarded.

7 **sportscotland 2019/20 and Long-Term Investment Targets**

FW summarised the annual 2019/20 and longer term 2019/23 investment targets imposed on Boxing Scotland by sportscotland and that these were largely in line with strategic documents written as part of the investment application. There were also a number of additional specific targets identified including the need to write a HPC business plan in order to have supplementary investment released to furnish Bridgeton with a strength & conditioning suite.

KB explained that he had met with Stewart Harris (sportscotland CEO) to discuss the writing of the plan, expected content and with a view to have the facility having a second function as an income generator.

8 **Staff KPI/Outcome Dashboard**

FW explained that, in line with the 2019 – 2023 Boxing Scotland strategic documentation, a “dashboard” has been produced that contains all KPIs/Targets for the 2019 – 2023. This was presented to all staff on an away day on 17 April 2019 and that this will now be used to track and monitor progress towards all annual and long-term targets. FW will hold meetings with performance and development staff twice a month in order to this with Directors receiving updates at every Board meeting.

MH questioned whether certain elements of the RDO work programmes were aligned to strategic documentation, but this will be dealt out with the Board meeting.

9 **Women & Girls Fung Application Project Plan**

FW provided a brief overview of the project and highlighted the importance of effective monitoring, data collection and retaining as many of the participants.

DB suggested he will re-visit a Canadian study he has access to and report back at the next Board meeting. The Board noted concerns over the project starting and finishing with no recognition.

10 **2019/2020 Budget**

FW presented the proposed 2019/2020 budget based up projected membership income and sportscotland annual investment.

MH agreed with LAJ on her suggestion that all Boxing Scotland plans require associated delivery costs and we need to strategically decide what requires to be allocated where over the four-year cycle.

KB questioned whether there is still a requirement for a finance and audit committee. It was agreed there is and LAJ will chair this with KB, FW and MM as the other members. LAJ stated that, from a governance point of view there is a need for more details on actual v budget variances, but improved systems will be introduced to address this.

KB requested that the Board approve the presented budget with the proviso of further additions such as expanded narrative on any large variances and the introduction of a cash flow statement. LAJ will liaise with FW following the meeting to arrange a suitable opportunity to do so.

LAJ suggested the ring fencing of specific budgets such as potential HPC supplementary investment and funding for the Women & Girls project.

11 **2022 Birmingham Commonwealth Games Team Manager**

FW explained Commonwealth Games Scotland (CGS) shall be adopting a new system to appoint Team approved, CGS will then provide specific training to individuals with a view to appointing the best person to the role.

Currently there are two individuals that have noted an interest in the 2022 Birmingham Games role – one an experienced official who runs a successful club and the other a staff member. It was decided that it was not the best use of Boxing Scotland resource having a staff member fulfilling the role of Team Manager. FW will deal with the matters directly with CGS.

12 CEO/Operational Report

12.1 Performance Report

The performance report was taken as read.

FW highlighted both Sean Lazzerini and Vicky Glover's outstanding performances in the European U22 Championships in winning silver and bronze medals respectively.

12.2 Development Report

The development report was taken as read. MH will address queries with the RDOs after the meeting.

MH enquired whether the reported recreational membership was accurate. FW confirmed it was and that PC had provided these figures to **sportscotland** through its My Sport portal. It was noted how important it is to gather recreational membership data for monitoring and reporting purposes and for potentially securing further funding. FW confirmed the RDOs will play a key part in moving forward data collection methods during the 19-20 season.

13 KPMG Audit Report Recommendations

FW explained that recommendations 3, 5 and 6 from the 2018 KPMG audit should be completed by 30 September 2019 and that all recommendations will be fully complete by 31 December 2019.

14 Equality

FW & MH provided an insight of the work involved in working towards achieving the Equality Standard for Sport Intermediate Level.

MH stated that communication will be a massive part in getting our equality & inclusion message over to members and we still have a long way to go to change the culture and attitudes within the sport.

14 Finance

FW presented the final draft accounts for the 2018/2019 financial year. The profit for this period was circa £21,000 and FW explained there may still be expense claims and invoices to be received.

15 Risk Register

The risk register was taken as read.

FW suggested the current format may be dated and a new version be produced through discussions within the Finance and Audit Committee.

16 AOB

16.1 DB would like to meet the staff, explore commercial sponsorship opportunities and with the HPC.

16.2 MH invited draft Equality Strategy feedback from fellow directors no later than Wednesday 08 May 2019.

16.3 It was noted that Caroline Stewart hadn't attended a Board meeting for over a year. KB will speak to CS in order to ascertain her position.

16.4 The Boxing Scotland logo is still being reviewed with the aim of the introduction of a new genderless one. If this is to happen then the re-brand must be phased. DB will write a brief and get a concept for the next Board meeting on 10 August 2019.