



**British Amateur Boxing Association Limited  
Kennedys Law, 25 Fenchurch Avenue, London  
11.00am 13<sup>th</sup> June 2018  
Board meeting minutes**

In attendance

Steven Esom (BABA Chairman)  
Matt Holt (BABA, CEO)  
Rob McCracken (BABA, Performance Director), via conference call  
David Chadwick (Independent)  
Simon Toulson (Independent)  
Lucy Walker (Independent)  
Sara Symington (Independent)  
Giorgio Brugnoli (England Boxing)  
Caspar Hobbs (England Boxing)  
Chris Type (Welsh Boxing)  
Allan Bennett (Welsh Boxing)  
John MacPherson (Boxing Scotland)  
Fraser Walker (Boxing Scotland), via conference call

Phil Gallagher (UK Sport)  
Mike Loosemore (EIS - presenting)  
Laura Ross (BABA – taking minutes)

**1. Welcome and introductions**

The chairman welcomed everyone to the board and thanked DC for hosting the meeting. The Chairman also thanked the board for attending safeguarding training prior to this meeting.

**2. Apologies for absence**

Apologies were received from Derek McAndrew.

**3. Declaration of interest**

There were no declarations of interest reported.

**4. Approval of minutes of the board meeting held on 14<sup>th</sup> March 2018**

The board approved the minutes of the last board meeting. The minutes were approved for publishing on the website.

### *Matters arising*

#### Strategic objectives

MH confirmed to the board that the female performance review had been circulated to the board prior to this meeting.

#### Anti-doping

MH informed the board that Dr. Mike Loosemore, GB Boxing Lead Doctor will be presenting later in the agenda.

#### Board development

SE informed the board he had been working on several ideas and will circulate to the board in the next couple of weeks.

#### Head Injuries

MH confirmed to the board that Mike Loosemore will also be presenting on head injuries later in the meeting.

### **5. Audit Committee Minutes of 9<sup>th</sup> May 2018 for noting**

LW updated the board on the Audit Committee meeting.

### **6. Approval of policies and procedures**

The following policies were approved by the board;

#### *Organisation policies*

- Board and Management Roles and Responsibilities
- Business Continuity Plan
- Complaint Policy
- Email and Internet Policy
- Gifts and Hospitality Policy
- Health and Safety Policy
- Risk Policy

#### *Finance policies*

- Business Account Policy
- Expense Claim Guidance Notes
- Finance and Information Policy
- Travel and Subsistence Policy
- Budget Development Policy Process
- Company Credit Card Policy
- Fixed Assets Policy
- Reserves Policy

- Float Guidance Notes

*Human Resources Policies*

- Staff Disciplinary Policy
- Staff Capability Policy
- Grievance Policy
- Unacceptable Behaviour Policy
- Staff Holiday and Annual Leave Policy
- Disclosure Retention Policy
- Employee Code of Conduct
- Equal Opportunities and Equity Policy
- Flexible Working Policy
- Fraud Policy
- Working Time Regulation Policy
- Maternity, Paternity, Adoption and Parental Leave Policy
- Outside Activity Policy
- Overtime Policy
- Payment of Salary Policy
- Personal Records Policy
- Probation Policy
- Recruitment of Ex-Offenders Policy
- Recruitment Policy
- Remuneration and Benefits Policy
- Social Media Policy
- Training and Development Policy
- Unpaid Leave Policy
- Whistle Blowing Policy

CT suggested to the board that the Anti-doping policy should be linked to the BABA education strategy. The board agreed and approved the policy.

LR informed the board that the additional policies below were not finalised for the Audit Committee and board approval was sought;

- Computer, email and internet policy
- Data Retention
- Athlete Privacy Notice
- Mobile Device Policy

The board approved the policies but recommend the Mobile Device Policy be developed to include visitors to the training facility.

MH informed the board that these approved policies will be developed into an employee handbook, available as hardcopies and digital.

## **7. Performance report**

RM updated the board on World Series Boxing, with the British Lionhearts going out in the semi-finals against Kazakhstan in May.

RM updated the board on the performances of GB boxers and the home nations at the Commonwealth Games. GB Boxers on the World Class Programme won seven gold medals in total.

RM updated the board on the Women's European Championships, where Lauren Price won a bronze medal.

## **8. GB Boxing strategy update**

### Milestone targets

MH updated the board on the milestone targets for 2018. These are;

#### *Women*

1. 1-2 medals at the Women's World Championships in November
2. Secondary target of 2-3 athletes progressing to quarter-final stages at the Women's World Championships.

MH informed the board with no major championships for the men this year, there is an agreement with UK Sport of a secondary target which is a review of performance at the Commonwealth Games and WSB for 2020 potential boxers.

### Organisation

MH directed the board to the Boxer Consultation Group update report in the board pack.

MH highlighted to the board that UK Sport had confirmed there is no additional funding for a high-performance food facility this cycle. MH will continue to work with UK Sport to determine if there is funding available for 2024. MH informed the board he is currently considering a proposal to deploy a chef in the athletes' accommodation.

### Commercial

MH updated the board that BABA on the relationship with Lonsdale

MH informed the board that Lonsdale have agreed a content day which will take place on 16<sup>th</sup> July.

MH informed the board that he and LR had met with the equipment representatives of Lonsdale . Lonsdale have replaced all boxing bags in the gym with new higher quality bags.

### Project performance

MH directed the board to the presentation contained in the papers regarding a joint commercial project between UK Sport, the BPA and the BOA. The board agreed for MH to participate openly in this project and explore further and supported the approach thus far.

### Website

MH informed the board that the BABA website is currently being updated with the intention of making it more fan friendly. MH thanked ST for his input in helping to take this project forward. MH highlighted to the board that the website has the capacity to embed videos. As a result, traffic for the Women's European Championships was directed through the BABA website.

### Training environment

MH directed the board to the report in the board papers.

### Sports science and sports medicine

MH directed the board to the report in the board papers. MH informed the board that Tom Stanton, Head of Performance Sport, a role funded by EIS, is leaving and following a recruitment process Ian Gatt, BABA Lead Physiotherapist has been recruited into this role starting in July.

### Performance Pathway

MH directed the board to the report in the board papers.

### International Relations

MH updated the board on international relations.

### Boxer Retention

MH directed the board to the report in the board papers.

### Coaching

MH informed the board following the performance coach recruitment process four coaches have been selected to work with the programme; Mally McIver, Jason Gledhill, Andrew Marksby and Tony Kerr.

MH informed the board Graham Alderson has been appointed as World Class Programme Coach.

MH directed the board to the report in the board papers on BABA's commitment to CPD for coaches. Chris Porter, People Development Manager has ensured that six coaches have been selected for CPD programmes delivered by UK Sport, Sport England and/or the English Institute of Sport.

## **9. Managing concussion and head and other serious injuries**

Mike Loosemore, the lead BABA Doctor presented to the board on injuries in boxing, with a focus on concussion and how these injuries are managed. ML informed the board of the screening process that takes place for the athletes every year.

ML reported to the board on the Therapeutic Use Exemption (TUE) process and the procedures put in place by BABA. This was noted by the board.

## **10. Anti-doping report**

MH directed the board to the report in the board papers and confirmed there were no additional updates.

## **11. World series boxing update**

MH updated the board on the WSB 2018 season. The home matches were hosted by Gateshead, Liverpool and Newport and produced good local interest. The semi-final match took place in Sheffield with only two weeks' notice.

MH stated that he would keep the board updated regarding next season's participation.

## **12. GDPR**

LR updated the board on the GDPR action plan.

## **13. Finance report**

MH provided the board with the end of financial year statements and revised three-year budget . MH requested the board's approval of the revised budget. The board approved the revised budget.

## **14. Safeguarding update**

The board participated in safeguarding training with the NSPCC prior the board meeting where the standards that BABA are working towards were explained. LR reported to the board that the panel for the advanced level will take place on 21<sup>st</sup> September.

## **15. Risk register**

LW updated the board that there have been no changes to the risk map. MH directed the board to the security and safety policy in the board pack developed for the team travelling to tournaments domestically and internationally. The board approved these procedures.

## **16. any other business**

MH requested that the board consider an electronic version of the board pack for ease of distribution. All board members were happy to receive electronic board packs prior to each board meeting.