



Minutes of the British Weight Lifting Board Meeting

Venue: Legends Suite, Elland Road, Leeds
Date: Thursday 26 September 2019
Start: 12.00 noon

Present: Angus Kinnear (AK), Patrick Roberts (PR), Ashley Metcalfe (AM), Guy Taylor (GT), Jane Fenwick (JF), Neill Wood (NW), Rupinder Ashworth (RA)

In attendance: Kath Leonard (KL), Mark Martin (MM), Michelle North (MN) (up to point 3), Kelly Sotherton (KS) (joined via Skype from point 7)

1 Welcome and Apologies

AK welcomed everyone to the meeting, noted apologies had been received from David Knaggs, Matthew Curtain, Mike Irani, Ali Jawad and Sarah Davies and declared the meeting quorate. A special welcome was made to Michelle North from the CPSU who would be giving a safeguarding presentation. AK also congratulated the GB team of the current success at the World Weightlifting Championships where at the time of the meeting three women had finished in the top 10 of their categories and Emily Campbell was still to lift. Emily Musket (Godley) had won a Bronze medal, which was the first time a medal had been won for 25 years. As a result, all three had strengthened their Olympic rankings and remained on track for Tokyo qualification. AM also updated the status of both the male lifters and those currently injured athletes and noted UK representation at the Competition through other IWF positions.

2 Declarations of Interest

AK reminded members that the proceedings of the meeting were confidential and asked if there were any conflicts of interest. AK declared his position with LUFC in connection with the joint venture between LUFC and BWL, AM advised he had been asked to join a Leeds rugby union club (Yorkshire Carnegie) as a non-executive director and GT noted he had been appointed as Chair of the WPP0 Manchester 2020 World Cup Stakeholder Board.

3 NSPCC Presentation

MN advised that her role at the CPSU was to help NGBs meet their safeguarding responsibilities with a key focus on children. She gave an overview of legislative changes,

government guidance and how to fulfil duties of care around safeguarding. She advised that the key requirement was to have policies tailored to the sport which would work for staff, Board members, clubs and volunteers. An important need was for the Board to buy into the Safeguarding framework and be able to check and challenge the Executive. Within the framework there were nine standards which BWL had passed and so were now focussing on the implementation of an action plan with a number of key themes agreed including: involving young people, addressing vulnerable groups, improving communication, assisting clubs and delivering further training. GT asked if BWL should consider getting additional legal advice or whether the CPSU guidance was considered sufficient in case of a legal challenge. MN responded that this was a decision for BWL and noted some other NGBs had recently taken legal advice. It was agreed that AM would look into this further.

MN left the meeting at this point.

PART 1 – REPORTS

4 Minutes from Previous Meeting and Matters Arising

The minutes of the Board meeting held on 4 July 2019 were agreed as read and **approved** for posting on the website. AM confirmed that the MOU with Weightlifting Wales had been signed and Jersey Weightlifting had also now affiliated. He also advised that the meeting scheduled with British Masters had been postponed until later in October.

5 Decisions Taken outside the Board Meeting

None.

6 Minutes and Recommendations from the Sub-Committees

Commercial and Development – RA reported back from the meeting held on 4 September, noting that there were no operational concerns and discussions had focussed on a potential new competition format, a new educational model and partnerships. It was noted that the current digital UX (user experience) was poor and would need attention with systems needing to be updated or replaced but this would be a challenge with limited resource and finance. NW agreed to provide an introduction for a website supplier/sponsor.

Finance and Audit – NW reported back from the recent meeting noting that a clean audit had been received, the audited accounts had been reviewed and a few amendments/adjustments had been suggested before they were finalised. **The Board agreed to sign off the annual accounts subject to these adjustments being made** first. Other matters which the Committee had discussed were the risk register, investment policy, possibility of setting up a charity and updating the TOR for the group (which would be brought to the next Board meeting).

7 Operational Reports

High Performance and UK Sport Update – In TW’s absence, AM presented an update on the progress being made towards the World Class Programme (WCP) for Para Powerlifting. He gave updates on recent major championships, the preparation for Tokyo 2020 and the positive work being completed around culture and environment. AM then presented a report on Olympic weightlifting matters, in particular the England Talent Pathway which remained on track and in line with stakeholder expectations. He reported the need to attract more female coaches to support the female athletes especially at international level.

KS joined the meeting at this point.

Sport Development and Coach Education - KL presented her report on operational performance including developments and progress relating to Workforce, Competitions, Communications, Partnerships, Relationship Management and Governance. She also advised on campaigns being implemented to promote course sales, new e-Learning products launched, the DiSE programme and the BWL College – a joint initiative with Leeds United. She provided an update on competitions run and scheduled to the end of the year and advised that the host agreement for the Manchester Para-powerlifting World Cup in February 2020 had now been signed, although the delay was still creating a risk in potential entry numbers. Regarding commercial partners, there had been limited growth in this area although some new agreements were being negotiated. She advised that a new Commercial Manager had been appointed who would start on 30 September 2019. It was confirmed that his priority was to bring in additional income and deliver results quickly.

There was a discussion over athlete interviews and social media posts and it was felt that athletes needed to be briefed to ensure they reflect the sport and NGB positively. It was noted that guidance has been provided previously and there were challenges due to lack of personal funding but it was agreed that further education was needed.

8 Finance Matters and Update

MM presented a summary of the financial performance to the end of August 2019, noting a small profit on the month and that both cash flow and reserves were healthy.

MM highlighted the financial risks and opportunities noting that significant commercial income and other revenue streams were still required in order to hit budget.

9 Board Matters

Risk Register – PR noted that the risk policy was reviewed on an annual basis and the Board agreed to approve it. Following discussions at the last meeting, changes had been made to the format of the risk register and the Board agreed the new version was more appropriate and informative. It was suggested that comparisons to the previous year would enhance it further. PR and AM agreed to update the current register in line with the new matrix ahead of the December meeting.

Complaints Log – AM presented the current complaints log noting a small number of minor concerns.

CEO Report – The Board had no questions on the report previously circulated.

Forward Agenda – The agenda was considered and it was agreed to change the date of the next meeting to 4 December 2019.

Policies – AM noted that a number of policies would need to be reviewed over the next three to six months and would be brought to the Board via the Audit Committee as required.

Governance Action Plan – AM reported that the action plan was almost complete and all actions were on track with no negative feedback received from key stakeholders. Amended articles would be presented at the forthcoming AGM, which addressed recommended changes covering Board recruitment in particular.

Volunteer Survey – Further to the report circulated, AM drew the Board's attention to the key feedback from the survey – both negative and positive. KS suggested that the Board could consider sending out key information following a Board meeting to try to engage more with the membership. It was noted that regular updates from the Chair/CEO went out in the monthly membership newsletter but this suggestion would be considered further.

Staff Survey – It was reported that a fully independent staff survey was currently being carried out and results would be brought to the next meeting.

AGM – It was noted that despite attempts to move the AGM to coincide with the England Grand Prix event, the current Articles prevented this and as a result it was still going to be held on the original date of 27 October 2019. Unfortunately, AK was not able to now attend on this date. No other Board members were available and AM agreed to seek an appropriate alternative to Chair the meeting.

UK Sport/Sport England's Future Funding – AM outlined timescales for the funding cycles noting that information from Sport England was expected early in November. He noted that the UK Sport funding submission was underway and initial documentation (a situational analysis) needed to be submitted by 21 October 2019 followed by a 20 slide strategy presentation at the end of November. AK advised he had attended the UK Sport meeting with AM and felt there could be potential to receive funding for weightlifting due to the current performance especially at the World Championships. He requested assistance from the Board to help provide input from both a technical/sport knowledge and general narrative to ensure the submission was written in an emotionally engaging manner. The Board discussed the focus of the bid, suggesting the immediate priority could be on funding for the female team. AM noted that an organisational health check would also be required to support the application with further details to be available in the near future. It was confirmed that a separate submission was more appropriate for the para-powerlifting programme as the two sports were no longer integrated.

PART 2 – THE ROAD TO BIRMINGHAM 2022

10 Key Focus Areas (2019-22)

AK advised that his discussions about a potential new format competition and a partnership with a commercial organisation were still ongoing and he hoped this could be progressed with support from the new Commercial Manager.

There was a discussion over the desired weightlifting legacy from Birmingham 2022 and it was agreed there was a need to clarify expectations. The need be realistic with limited

geographical reach was proposed in order to maximise the chance of success. It was felt a Board Champion should be appointed at the December meeting to drive this forward.

11 Any Other Business

- a) Athlete Commission – KS asked if there was an update on the proposed Athlete Commission. AM agreed to follow this up with the Athlete Representatives.
- b) Patrick Roberts – AK confirmed that PR would be retiring as Director at the end of his current term (post the AGM in October) although he had agreed to remain as a member of the Audit Committee. AK thanked PR for his outstanding contribution in his roles as Interim Chairman, Chairman of the Audit Committee and as a Director of the organisation.

12 Date and Time of Next Meetings

AGM - 27 October 2019 – 11am-1pm (Leeds United confirmed)

Board Meeting - 4 December 2019 – 1pm at Leeds United FC, Elland Road, Leeds.

The meeting closed at 4.00 pm.