

Agenda Item 3.1

Minutes: Badminton GB Board Limited Meeting

Wednesday 15th May 2019 at The All England Room, National Badminton Centre



Board:	Stephen Baddeley (SB)	Chair and Independent Director
	Kelly Aston (KA)	Member Director (Badminton Wales)
	Derek Batchelor (DB)	Member Director (Badminton England)
	Christine Black	Member Director (Badminton Scotland)
	Graeme Finch (GF)	Independent Director
	Jane M Nickerson (JN)	Company Secretary/Independent Director
	Kenneth Nixon (KN)	Member Director (Badminton Ireland, Ulster Branch)
Invited:	Jon Austin (JA)	Performance Director, Badminton England
	Mark Beecher (MB)	Head of Performance Operations, Badminton England
	Adrian Christy (AC)	Accountable Officer
	Jonny Wynne (JW)	UKS Governance Officer
	Carole Hanson (CH)	Minute Taker (Badminton England)

1	WELCOME AND APOLOGIES FOR ABSENCE
	There were no apologies. JW introduced himself to the Board.
2	DECLARATIONS OF INTERESTS
	There were no new declarations of interest.
3	MINUTES OF THE LAST MEETING
3.1	<p><i>To receive and approve the minutes of the meeting held on 19th January 2019</i></p> <ul style="list-style-type: none"> • Incorrect Board titles to be corrected. ACTION CH • Subject to the above changes being made, the minutes of 19th January 2019 were approved. • JA to check minutes to see if there should be any redactions prior to placing on the web-site. ACTION JA/CH
3.2	<p><i>To consider matters arising from the minutes:</i></p> <p>The following points were noted:</p> <ul style="list-style-type: none"> • Item 3.2 (Item 10) Para-Badminton will not be a demonstration sport at the 2022 CWG. • Item 4.1 JA has secured 50 Dozen shuttles from Yonex for Para-Badminton training opportunities and the UK Championships. • Item 4.1 Actions: Aspiration Fund outcome. Following a meeting with Badminton Scotland, the allocation of the £30k award to Kirsty Gilmour was agreed with £4k retained as contingency, consistent with the 5 other players supported by the fund. • Item 4.1 Medal Support Plan: UKS have set the secondary target of 2 quarter-finals (original suggestion was 2 semi-finals) at Tour 1000 events. There are 3 events altogether and one quarter-final had been achieved at the Yonex All

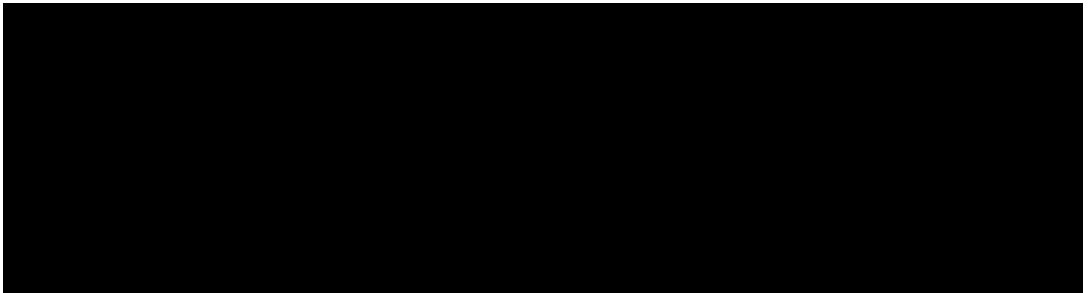
	<p>England. JN asked what the purpose was of the secondary target. JA said these secondary targets would be used to assess our progress to Tokyo if the primary milestone target was not achieved.</p> <ul style="list-style-type: none"> • Item 4.3 Olympic Selection Criteria: This was provisionally approved at the last meeting subject to BOA and BPA approval. Their suggested amends were minor and the criteria was published on 19th March 2019. They are now on each of the Home Nations' websites. • Item 5.2 The £6k grant has now been drawn down.
4	PERFORMANCE UPDATE
4.1	<p>To record electronic approval of Para-Badminton 2020 selection and Appeals policies</p> <ul style="list-style-type: none"> • At the last meeting, the Selection and Appeals policies had been approved subject to sign-off by the BPA • However, the BPA had requested significant changes to the Paralympic Selection Criteria, so the redrafted Policy has been brought back for formal approval • Some sections have been redrafted and had been recirculated to all for comments. The major change is to the bipartite regulations whereby players who do not qualify directly can be proposed for selection. • CB asked if we were to have one athlete already qualified in one event, can we put forward another? JA said that this would be acceptable. • The second significant amendment was in the make-up of the Selection Panel; there will now be an independent observer from the BPA. • There were also minor amendments on the terminology used. • It was noted that Item 6 on the Paralympic Selection policy talks about clauses 5.3 and 5.5, neither of which exist on the current policy. It appears the numbering has gone awry with the number of changes that have been made, so this will be tidied up. ACTION JA • Appeals Procedure: Items 6.2 and 10.2 should read GB and not Badminton England. ACTION JA • Subject to the above changes being made, the Para-Badminton 2020 Selection Policy and Appeals Policies were approved.
4.2	<p>Performance Director's Report to include the following updates:</p> <ul style="list-style-type: none"> ○ Medal Support Plan and Aspiration Fund updates ○ Para-Badminton WCPP update ○ Olympic and Paralympic Qualification and Tokyo updates ○ European Games <p><i>JA gave a slide presentation and the following comments were made:</i></p> <ul style="list-style-type: none"> • Olympic Qualification JA gave an overview of the current World rankings of the top British players over the 5 disciplines together with an assessment of who might qualify. It is realistic for GB to qualify one entry in all 5 categories and it is possible that 2 pairs could finish in the top 8 in the mixed doubles resulting in both qualifying. • Olympic Recce: JA had not succeeded in finding accommodation closer to the venue so it is looking increasingly likely that the athletes will have to stay in the village. He has not yet given up hope of finding alternative accommodation. The BOA has been

asked if they can support us with an accredited vehicle and provision of 2 or 3 rooms close to the venue that coaches could stay at if necessary to alleviate the need for them to always be travelling backwards and forwards. The total number of accredited personnel has not yet been agreed – [REDACTED]

Slides of the venue were then shown.

- **European Games:** JA presented a table that showed a list of those who have qualified with the likelihood of their medalling. There is an internal target of 3-6 medals. The physio attending the EG is Julia Sawkings [REDACTED]. She used to be the physio for the GB men's hockey team.
- **EG Format:** The team will miss the Opening Ceremony as they are not flying in until 21st because of cost savings by the organisers. The event is being televised by BT Sport. A slide was shown of the venue in Minsk – the European Olympic Committee are staying at a hotel next to the venue which might help generate more exposure for our sport.

PARALYMPIC QUALIFICATION



PARALYMPICS PREPS/UPDATE



- JA has just completed the Team Leader induction session.
- Team support – a physio is a priority. Sinead is an ex-badminton player and has been recruited through EIS to provide this service. A Strength and Conditioning Coach is employed for 1 day a week [REDACTED]. Nutritional guidance is being retained at 1 day a month. The Performance Lifestyle Coach recruitment has taken longer than expected. [REDACTED]. The para-badminton players will be visiting the NBC on 28th/29th May.
- DB asked about aspiring players and JA confirmed that they were being encouraged and supported. A GB Training camp will be held on 1st and 2nd June.
- The date of the UK Championships is 20th-21st July.

WORLD CHAMPIONSHIPS

- JA will attend a meeting at the WC with his equivalents across 7 European countries and there will be discussions as to how we can work together to address the growing gap with Asia. Topics will include cross nation sparring and possible coach exchanges.

JN commented that she preferred the PD report in the slide format and SB agreed that it gave a clear presentation of the facts.

ACTION JA to prepare a presentation rather than a written report for future Board meetings. These should be presented at the meeting and circulated afterwards.

5	FINANCE UPDATE
5.1	<p>BGB Accounts</p> <ul style="list-style-type: none"> DB asked if these have to be audited. JN said they were exempted but GF has looked at them. The Accounts were formally APPROVED
5.2	<p>BE update on UKS funding streams</p> <p><i>MB presented the Finance Update Paper and the following comments were made:</i></p> <ul style="list-style-type: none"> Para-Badminton: Following joint investment in a new, robust floor (for wheelchairs) at the EIS Sheffield, there is a commitment to remain at EIS Sheffield up to 2024 if funding is retained for the Paris cycle.
7	GOVERNANCE
7.1	<p>To note Approval of our Governance Action Plan – Tier 2</p> <ul style="list-style-type: none"> Letter from UKS confirming our achievement of tier 2 compliance with the Governance code has been circulated. Approval noted.
7.2	<p>Next steps on our Governance Action Plan</p> <ul style="list-style-type: none"> SB thanked JW for attending the meeting and for getting us over the Tier 2 line. He invited JW to give an overview of next steps. JW said that, post compliance, UKS continue to monitor the progress of NGBs. An assurance programme is in place, in conjunction with SE. The GAP is a live document and he is responsible for keeping it updated. He should ensure he has an on-going relationship with the Chair and Board and is available to provide support in specific areas as identified. UKS will undertake a thematic review across the sector in the Autumn. This could lead to a formal review on a targeted area – to look in more detail at certain requirements and to monitor ongoing compliance. Guidance will include templates which will be circulated for NGBs to adopt and implement themselves. Independent Assurance Reviews – BDO has been appointed to deliver one review for each NGB during each funding cycle. This should be a positive process and not feel like an audit. The area of review will be tailored to the NGB and risk-based. Both reviews will not be held in the same year and the timing of them will be to suit the NGB. He said that compliance isn't just for one moment in time – monitoring has to be ongoing. AC asked if the reviews can be co-ordinated with SE so that we are not continually being reviewed. JW confirmed that the IAR will be a joint review with SE and we will be informed in advance when this will be. Scotland, Wales and Ireland have not yet adopted the Governance Code.
8	RISK REGISTER
8.1	<p>To discuss and approve Risk Register – attached</p> <ul style="list-style-type: none"> Format: SB felt it was useful to have the items grouped together under the same headings (e.g. Strategic, Operational, Reputational). Impact before and after mitigation was discussed and it was agreed that the impact rating could change if mitigation took place. Should be GB Badminton not Badminton England on Risk Definitions sheet (Financial) <p>ACTION MB</p>

	<ul style="list-style-type: none"> It was agreed to put a monetary figure in the 'estimated financial impact' column as opposed to a rating. ACTION MB Item 4 should be 'if' we fail. ACTION. Under 'consequence' change wording to read 'the organisation'. ACTION MB Item 6 – It is difficult to monitor the part of the Aspiration Fund allocated to Kirsty Gilmour as reporting on this comes under Badminton Scotland. Financial mitigation relating to this comes under item 7 on the risk register. A short agreement should be put in place between us and Badminton Scotland to ensure that there is clear reporting on this part of the Aspiration Fund. ACTION MB Item 9 – it was felt that the consequences of a lack of collaboration would be greater as this would risk medals and long term investment plus a possibility that we would not be complying with the Code for Sports Governance (item 3 on risk register) Item 8 – check wording on description of risk. ACTION MB After discussion of other potential risks, it was agreed not to add extra risks at this stage but to review the register regularly. ACTIONS to be done and the RR then re-circulated. ACTION MB
9	AOB <ul style="list-style-type: none"> DB mentioned changes to Para-Badminton laws. JA said it is a classification issue. He didn't think that the laws surrounding SS classification athletes would change. The BWF are sympathetic, but changes are not expected. The BPA are keen to support us with our efforts to get changes through. On the 22nd May JA will meet with UK Sport to establish as much as possible the investment process and timescales for the Paris cycle. An update will be made at the next meeting. ACTION JA AC asked the Board if it would be useful for BE to register a GB Badminton domain and issue GB Badminton email addresses. This would make conference calling easier. It was agreed to do this. KA also thought it would be useful to have papers saved on Sharepoint or Dropbox and it was agreed to look at this. ACTION AC
	Dates of next meetings: <ul style="list-style-type: none"> Thursday 26th September Wednesday 22nd January 2020
	There being no other business, the meeting closed at 13:30

Appendix 2: Actions

Reference	Action	Responsible/Lead	Deadline Date	
3.1	Correct Board titles in previous minutes	Carole Hanson	Done	
4.1	Tidy up numbering of Item 6 on Paralympic Selection Policy and recirculate final versions of the Selection and appeals policies	Jon Austin	Done	

Reference	Action	Responsible/Lead	Deadline Date	
4.1	Appeals procedure – Items 6.2 and 10.2 should read GB not BE	Jon Austin	ASAP	
4.1	Correct date of the UK Championships within the presentation from 21 st -22 nd July to 20 th -21 st July and circulate with the minutes	Jon Austin	ASAP	
8.1	Make suggested changes to the Risk Register as noted in the minutes	Mark Beecher	July 2019	
9	Update the GB Board on the UKS Performance Advisory meeting	Jon Austin	September 2019	
9	Look at the possibility of using Sharepoint or Dropbox to share board papers. Register GB Badminton domain and issue GB badminton addresses to the board	Adrian Christy	July 2019	