



Annual Governance Statement 1st January 2020 to 31st December 2020

Role

Badminton GB is responsible for the selection, preparation and management of teams representing Great Britain in Olympic and Paralympic Games, and other events where the Home Nations come together to compete under the name of Great Britain. Badminton GB seeks funding from UK Sport for this purpose.

Purpose

To appoint one of the Home Nations in membership of Badminton GB Ltd to ensure the implementation of the performance plans for both Olympic and Paralympic Games.

To draft and negotiate a Memorandum of Understanding agreed by all Home Nations in membership of Badminton GB Ltd regarding the selection and management of players for the Olympic and Paralympic Games.

To secure funding and to account for the expenditure of the funding.

To oversee all aspects of the performance plans for the Olympic and Paralympic Games.

Legal Status

Badminton GB Ltd is a company limited by guarantee.

Governing Documents

Memorandum and Articles of Association

<https://www.badmintonengland.co.uk/media/8395/gb-board-mem-arts-amendment-january-2019.pdf>

Memorandum of Understanding between the Home Nations

<https://www.badmintonengland.co.uk/media/6886/memorandum-of-understanding.pdf>

Lead Home Nation Contract

<https://www.badmintonengland.co.uk/media/6888/lead-home-nation-contract-tokyo-final.pdf>

Members

Membership of the Board is set out in the Articles. The Board consists of an Independent Chair, one representative from each of the Members of Badminton GB Ltd and up to 3 independent Directors. The Board may appoint a Company Secretary.

Meeting Structure

The Board meets at least three times in each year. Meetings may take place in person, by telephone or video conference or any other agreed format.

For decisions to be made by the Board, a quorum consisting of no less than four members of the Board, two of whom must be Member Directors.

The agenda is prepared by the Chairman and papers circulated at least 5 days prior to the meeting. The secretariat is provided by the Lead Home Nation.



Each member of the Board holds one vote per person. Decisions are by a majority of Directors present and voting at a quorate Directors' meeting. The Chairman has the casting vote.

The Articles provide for decisions to be taken without a meeting in the event of all Directors indicating they share a common view on a matter.

Minutes are circulated within 15 days of each meeting and published on the website after approval at the subsequent meeting. Confidential minutes are redacted before publication.

Responsibilities and Duties

The identification and appointment of a Lead Home Country Association to provide services in relation to the business delivery of the Badminton GB Ltd World Class Performance Plan and Para Badminton Plan.

Applying for and securing funding.

The review and approval of the Badminton GB Ltd World Class Performance Plan, Para Badminton Plan, associated Key Performance Indicators, policies and procedures.

Scrutiny of the performance of the Badminton GB Ltd World Class Performance Plan, Para Badminton Plan in meeting agreed goals and objectives and monitoring the reporting of performance.

Ensuring the integrity of financial information, financial controls and systems of risk management deliver suitable reporting against the Lead Home Country Agreement.

Supporting the Lead Home Country Association with open and timely discussion and constructive feedback on proposed strategic changes to the Badminton GB Ltd World Class Performance Plan and Para Badminton Plan.

Supporting the Home Country Associations' performance in meeting obligations and responsibilities, especially those set out in the Memorandum of Understanding.

Facilitating the engagement of the Home Country Associations in resolving any disputes relating to the implementation of Badminton GB Ltd World Class Performance Plan and Para Badminton Plan, and any other relevant programmes.

Ensuring the Board and Company is compliant with all statutory and legislative requirements.

The promotion of best practice inclusion, equality and diversity.

Conflicts of Interests

Directors submit an annual declaration of interest and advise the Board at each meeting of any conflicts relating to the agenda. Directors with a conflict of interest on any agenda item are not permitted to take part in the decision-making process or vote on that item.

Written Statement of Responsibilities

All Directors are expected to act in accordance with the Written Statement of Responsibilities for Board Directors.

Remuneration

In the reporting period no remuneration was paid to Board Directors. Travel and subsistence expenses were reimbursed at cost.

Appointments and Removals

Each Member of Badminton GB Ltd is entitled to nominate one person as a Director to be appointed by the Directors as a Member Director. Each Director is entitled to serve until replaced by the Member which nominated him/her providing that the overall term of office does not exceed eight years in total. Directors may be appointed for a further term of office providing four years has elapsed from their previous term.

Independent Directors and the Independent Chair are appointed through an open recruitment and selection process. One or more Independent Directors retire at the retirement meeting which is held no later than the month of March following each Summer Olympic Games. Independent Directors may not serve more than a total of eight years. Directors may be appointed for a further term of office providing four years has elapsed from their previous term. Details are set out in Article 9.

Directors may be removed in accordance with Article 23.

Board Members

The following persons served as Board members during the reporting period

Name	Role	Date joined/left	Number of meetings attended
Stephen Baddeley	Chair	02.11.15	3 out of 3
Jane Nickerson	Secretary INED	01.11.15	3 out of 3
Kelly Aston	NED – Wales	10.10.18	3 out of 3
Derek Batchelor	NED – England	25.07.18	3 out of 3
Christine Black	NED – Scotland	19.01.15	3 out of 3
Graeme Finch	INED	05.01.12	2 out of 3
Kenneth Nixon	NED – Ireland	02.11.15	3 out of 3

Board Evaluation

The Chair, Stephen Baddeley undertook an evaluation of board members through one to one interviews.

The board currently works to a skills matrix updated by all board members.

Committees reporting to the Board

The board does not have any committees reporting to the Board.

Risk Management

The organisation has a risk register which is reviewed at least twice each year and actions recorded in the minutes.



Policies and Procedures

The responsibility for the key policies and procedures lies with the Lead Home Nation save for those affecting the performance and work of the Board.

Complaints / Whistleblowing

There were no complaints made during the reporting procedure.

Diversity

The diversity statement and action plan is agreed for the period 2019 to 2023.

<https://www.badmintonengland.co.uk/media/7362/gb-badminton-dap-december-2018.pdf>

The board is currently made up of 4 male and 3 female members (57% and 43%.)