


<b>FINAL Minutes: Badminton GB Board Limited Meeting</b> <b>Wednesday 29<sup>th</sup> September 2021 via video conference call</b>  <b>11h00 – 13h00</b>		
<b>Board and invitees:</b>	Stephen Baddeley (SB)	Chair and Non-Executive Director
	Kelly Aston (KA)	Director (Badminton Wales)
	Derek Batchelor (DB)	Director (Badminton England)
	Christine Black (CB)	Director (Badminton Scotland)
	Adrian Christy (AC)	Accountable Officer
	Graeme Finch (GF)	Non-Executive Director
	Stephen Farrow (SF)	Company Secretary/Non-Executive Director
	Ken Nixon (KN)	Director (Badminton Ireland, Ulster Branch)
	Priya Guha (PG)	Non-Executive Director
	Mark Beecher (MB)	Head of Performance Operations, Badminton England
	Linda Freeman (LF)	Minute Taker (Badminton England)
<b>Apologies:</b>	Jon Austin (JA)	Performance Director
<b>Invited but not in attendance:</b>	Jonny Wynne (JW)	UK Sport – by invitation

	Topic
1	<p><b>1. WELCOME AND APOLOGIES FOR ABSENCE</b></p> <p>1.1. SB welcomed LF and thanked her for taking the minutes. SB also asked for it to be noted to thank Elaine Fletcher for her support in producing minutes from previous meetings.</p> <p>1.2. SB acknowledged the news released yesterday regarding AC and invited AC to say a few words. AC thanked the Board Members for their support, as well as referring to how much he has enjoyed his time at Badminton England. AC acknowledged that it will be tough not being involved but will continue to think about as well as support the sport once he has left the role. AC acknowledged and thanked the Board Members for their energy, and their achievements, noting the Tokyo success of the para-athletes and wished the Board every success for the next cycle. AC confirmed that Mike Robinson (Badminton England) is due to make an announcement on Friday (1<sup>st</sup> October) regarding the interim arrangements and interim Accountable Officer.</p> <p>1.3. AC encouraged the Board to continue making the case for supporting the health and wellbeing of athletes and for further, more rounded support and assistance to be made available for back-room staff and coaches.</p> <p>1.4. SB thanked AC for everything he has done, of particular note was the “first class” way in which AC had reacted to the loss of funding in 2016, through his pro-active and energetic approach in mobilising his network of contacts. Secondly SB noted the “Every Sport Matters” campaign in which Adrian had played a key role and AC’s contribution to the development of UK Sport policy with particular reference to supporting a broader range of sports. Finally, SB noted AC’s work in dealing with the recent Selection Appeals process, particularly bringing in Sport Resolutions. He praised AC’s very active involvement in dealing with difficult moments, demonstrating real leadership, and once again on behalf of the Board, thanked AC for all he has done.</p> <p>1.5. SB announced that SF is to move to Melbourne but expressed his appreciation that SF wishes to continue on the GB Board. SF explained his new position with Tennis Australia and his plan to move prior to Xmas (travel dependant). SB on behalf of the Board</p>

	congratulated him on his new position. DB raised issue of cheque signatory (see Minute 5 below).
2	<p><b>2. DECLARATIONS OF INTERESTS</b></p> <p><b>2.1.</b> DB confirmed his membership of BE Disciplinary Committee and on the Child Protection Disciplinary Committee.</p> <p><b>2.2.</b> PG confirmed her appointment to the Board of UK Research and Innovation – does not perceive any conflict but wished to record.</p>
3	<p><b>3. MINUTES OF THE LAST MEEITNG</b></p> <p><b>3.1. To receive and approve the minutes of the meeting held on 20 May 2021. For Accuracy:</b></p> <p><b>3.1.1.</b> page 5 typo - Rook needs a “e” to read “Rooke”.</p> <p><b>3.1.2.</b> page 5 typo – should read “looking”.</p> <p><b>3.1.3.</b> page 5 Item 6.1, bullet 3 – should be likelihood rather than unlikelihood.</p> <p><b>3.1.4.</b> page 5 Item 6.1, bullet 8 – should read Kirsty Gilmore “assured the Board”.</p> <p><b>3.1.5.</b> page 7 Finance: add the following: ‘The Board agreed for SF to be a cheque signatory and to remove Jane Nickerson as cheque signatory’.</p> <p><b>3.2. Matters arising:</b></p> <p><b>3.2.1.</b> British Champs: KA said there had been no further progress.</p> <p><b>3.2.2.</b> Page 2: DB raised the European Development Fund and asked if any update was available. MB said that this is up and running and posts on social media are in place. Two camps have taken place and work is in hand with each Home Nation (HN) to provide drawdown of future funding. Next camp is in 4-5 weeks’ time.</p> <p><b>3.2.3.</b> page 3: DB asked if any update was available on the UK Sport review. MB confirmed that all sports in receipt of funding will have an Olympic and Paralympic review by the end of October. BOA has delayed Badminton’s review pending Jon’s return. MB confirmed Paralympic review is next Thurs. UK Sport review is due before Christmas – this is then referred to the UKS panel in Dec with outcome due in January. SB congratulated MB and the team on their success in Tokyo and MB’s leadership of the team. MB commented on the quality of the presentation and standards of competition and commended the athletes on how they had conducted themselves.</p> <p><b>3.2.4.</b> GB Pathway Prospectus is due in December and MB updated that this was progressing and will be circulated to the Technical Advisory Group and para equivalent once in place ready for approval for Board prior to submission in December. MB confirmed prospectuses are not due in till March, but MB wants to keep momentum and maintain December timeline.</p> <p><b>3.2.5.</b> DB updated the Board that the new BWF scoring change was not accepted due to falling short of a two thirds majority by 1 vote.</p> <p><b>3.2.6.</b> Finance: DB questioned the action from the last meeting on MB circulating finance document which hadn’t occurred. <b>Action: MB to circulate with draft minutes.</b></p> <p><b>3.3. To receive and approve the minutes of the meeting held on 9 July 2021</b></p> <p><b>3.3.1.</b> DB raised the Cultural Health Check (UK Sport Review) had been discussed at the meeting but not minuted. He mentioned that we had agreed the scoping group of PG, SB, MB and that PG had requested a detailed timeline. SB confirmed this was discussed but not reflected in the minutes. <b>Action: DB to send through notes to include in the minutes.</b></p> <p><b>3.3.2.</b> KA confirmed minute point should read Badminton Wales not Sport Wales.</p> <p><b>3.4. Matters arising:</b></p> <p><b>3.4.1.</b> Operational plan template requested by Jonny Wynne. To date nothing has been received. MB has checked portal, but no guidance issued. AC confirmed that Operational plan has been submitted. MB confirmed that feedback had not been</p>

	<p>received. <b>Action: MB to follow up with our Performance Adviser on feedback on operational plan.</b></p> <p>3.4.2.<b>Action: MB to circulate operational plan to the Board for comments and input.</b> CB requested for Technical Advisory Group to review the plan.</p> <p>3.4.3.<b>Action: Operation Plan to be listed on the November meeting agenda.</b></p>
4	<p><b>4. GOVERNANCE</b></p> <p>4.1. MOU update. GF reminded the Board on context and purpose.</p> <p>4.1.1. GF had consulted with KA and AC, and drafts were sent to SB and Keith Russell (KR) (Scotland). Following feedback, a few amends had been made but final feedback from KR was awaited. CB confirmed she had spoken with KR and he has agreed with the changes made but wished to agree sign off with the Board of Badminton Scotland on 13 October.</p> <p>4.1.2. GF raised that KR had circulated confidential documents to other people/sports bodies outside of Board and requested that this is not done in future.</p> <p>4.1.3. GF confirmed 2 main changes to the MOU were proposed–</p> <p>4.1.3.1. MK removed as nominated central venue.</p> <p>4.1.3.2. Identified that a PD appointment for GB does not need to be same PD as Badminton England but can be. It is not a mandatory issue but a choice issue. SB confirmed that this does not impact the current situation. The GB Board should also be involved in any future recruitment for a PD of the GB Programme.</p> <p>4.1.3.3. Home Country sign off: GF confirmed that the MOU will need to be re-signed by the GB Board and all Home Countries and the Lead Home Nation (LHN) contract will also need updating to reflect the MOU changes. <b>Action: GF to prepare variation document based on agreed wording. Action: GF to arrange for GB Board and Home Countries to sign the MOU and Lead Nation and GB Board to sign a variation document relating to the LHN contract.</b></p> <p>4.1.4. GF thanked DB for his support and attention to detail on the work. CB thanked GF and DB for their work.</p> <p>4.1.5. Paper 8 (variation 1) requires further changes regarding appointment of PD in relation to earlier conversation <b>Action: DB to make amendments to section 2.4 on paper 8.</b></p> <p>4.1.6. AC requested a variation document to highlight changes made. Confirmed by GF that this is already in place via the variation document and should be circulated along with other documentation.</p> <p>4.1.7. SB asked for formal approval of Paper 5 (GB MOU) and paper 7 (Lead Home Nation contract). All Board Members approved papers with the exception of CB pending approval by Badminton Scotland. <b>Action: CB to confirm decision of Badminton Scotland Board.</b></p> <p>4.1.8. SB thanked everyone for their time on this important but protracted issue particularly DB and GF, and to AC for prompting this further work to be done.</p>
4.2	<p><b>4.2 UKS Review of Performance Culture</b></p> <p>4.2.1 AC reported that over 60 interviews had taken place at MK and Sheffield. Players were very accommodating and lots of useful input had been provided. Chair of panel committed to provide verbal feedback as soon as possible and a draft report in 6-8 weeks. Final report due before Christmas.</p> <p>4.2.2 CB asked about involvement of Scotland personnel, and AC confirmed that Scotland coaches and a player were interviewed as part of the process.</p>
4.3	<p><b>4.3 Selection Policies</b></p> <p><b>4.3.1</b> SB said that it is good practice to review Selection Policies after major Championships.</p> <p><b>4.3.2</b> SB has asked SF to undertake a review of our Tokyo Selection policies following the summer selections and subsequent appeals. He said SF is well positioned having been a Member of the Appeals Panel in the summer, having been involved in selection policies in other sports previously and given his legal background. <b>Action: SF to produce a paper</b></p>

	<p><b>and recommendations based on the experience and lessons learnt from the Tokyo selection processes.</b></p> <p><b>4.3.3</b> MB offered to share documents and Gowlings reports to SF if this would help.</p> <p><b>4.3.4</b> Board unanimously agreed for this work to take place. KN thanked SF for his time on this.</p>
4.4	<p><b>4.4 Risk Register</b></p> <p><b>4.4.1</b> Risk Register circulated by MB. MB has added an additional column of new or changed risks and dated these. Confirmed that no amends have been made since the May meeting.</p> <p><b>4.4.2 Action: MB to update risk 4 relating to the MoU following discussions from today's meeting.</b></p> <p><b>4.4.3</b> MB requested the Board to look at areas to remove as well as add.</p> <p><b>4.4.4</b> DB commented that risk 2 may need amending depending on outcome of paper 10. SB acknowledged that this may need updating once Key Metrics are agreed (Paper 10).</p> <p><b>4.4.5</b> Risk 6 – <i>future medal potential perceived by UKS</i>. GF raised issue of Olympic programme and could this now be at a higher risk following Tokyo results. MB said Medal Support Plan target of 1 QF had been achieved. It was agreed that UKS review would inform the risk register on this matter.</p> <p><b>4.4.6</b> Covid risk - GF commented that risk 11 relating to Covid may need re-visiting. MB updated that Sheffield had been closed down last week due to Covid so currently this is still an active risk. <b>Action: MB to review risk 11 in preparation for next Board meeting.</b></p>
4.5	<p><b>4.5 Key Metrics</b></p> <p><b>4.5.1</b> PG introduced her paper which aims to provide the Board with regular high-level metrics to enable the Board to judge progress on key strategic issues. The paper suggested metrics on 1. Performance (rankings, and an additional pathway measure), 2. Finance, 3. Risk (no. of risks and any new red risks) 4. Organisational Health, 5. Athlete Feedback (agreed to do annually and not monthly).</p> <p><b>4.5.2</b> MB commented that the Cultural Health Check by UKS could be used to inform athlete feedback. Agreed by PG. MB confirmed this is likely to commence from 2022.</p> <p><b>4.5.3</b> MB confirmed monthly finance update is challenging as reporting to UKS is quarterly. PG asked if high level data could be provided to the Board monthly to provide oversight for the Board. <b>Action: MB to speak to Badminton England FD for suggestions on a report that can pull off high level information and that provides a headline figure of expenditure against budget.</b></p> <p><b>4.5.4</b> MB requested to defer the pathway measure until after Home Country submissions to Commonwealth Games as these could inform the metric. <b>Action: MB to raise pathway measure with TAG.</b> For the performance measure, CB suggested adding notable competition results in addition to world rankings. MB agreed these could be easily added.</p> <p><b>4.5.5</b> AC confirmed that Jon Austin produces a scorecard with commentary for the internal Leadership Team. This is produced quarterly and would not take any additional workload. Finance Director does financial report that could be used also.</p> <p><b>4.5.6</b> PG reiterated that the metrics should be obtained from what is readily available rather than creating additional work.</p> <p><b>4.5.7 Action: MB to produce document ready for November meeting and work through with PG in advance.</b></p>
4.6	<p><b>4.6 Jurisdiction of the LH</b></p> <p><b>4.6.1</b> DB referred to paper 7, appendix 1, clause 3.3 and referred to a recent disciplinary panel that involved an England player. DB now questions the implications if this type of scenario were to involve a player from another home nation as Badminton England would have no jurisdiction over that player.</p> <p><b>4.6.2</b> CB commented that a player on the World Class Programme would have signed a UK Sport Player Agreement and any breach of this it should be handled by GB Badminton. DB said that players are affiliated to HN not BGB. SF commented that if someone signs up to a UK Sport player Agreement then they have signed up to the Code of Conduct attached to it. If someone then breaches that agreement, should BE deal with it as part of powers</p>

	<p>of delegation from BGB and as part of those delegated duties? GF confirmed that sanctions is a key issue that needs to be addressed e.g., should/could HN apply that sanction.</p> <p>4.6.3 AC commented that it would be horrendous for lead HN to be involved in sanctions of another HN. AC recommended that GB Badminton is the disciplinary body, but GB Badminton does not currently have a disciplinary committee so GB Board should develop its own procedures.</p> <p>4.6.4 DB raised point about whether GB has the power to enforce the sanction. KN agreed with AC point.</p> <p>4.6.5 MB confirmed each WCP player signs a UK Sport player Agreement. Any breach by a player has to go through process of GB disciplinary panel which UK Sport would sit on.</p> <p>4.6.6 KA agreed a process is needed and all home nations need to sign up to the sanctions and align – this would be a positive move forward for GB and HNs.</p> <p>4.6.7 <b>Action: MB to circulate relevant section of the Player Agreement to the Board for review.</b></p> <p>4.6.8 GF commented that issue of sanctions is the key point here. DB also referred to BWF sanctions relating to anti-doping and match fixing.</p> <p>4.6.9 SB summarised that GB Badminton through the Player Agreement has the power to discipline players in relation to WCP activity, but this would not extend to activity outside the WCPs. <b>Action: to be discussed at a future meeting.</b></p>
4.7	<p>4.7 Scope of the Chair's role</p> <p><b>4.7.1</b> GF confirmed this should be carried forward as an action. <b>Action GF.</b></p>
5	<p>5. Finance</p> <p><b>5.1. Action: SF to follow up with Nat West about electronic payments to avoid issuing cheques.</b></p>
6	<p><b>6. Date of next meeting</b></p> <p><b>6.1.</b> Confirmed as 11 November at Milton Keynes but could be a blended approach with some people virtual and some people in attendance. AC confirmed that technology should allow this to happen.</p> <p><b>6.2.</b> PG suggested that this meeting would provide a useful induction opportunity for new Members.</p>
7	<p><b>7. Items to carry forward to next meeting:</b></p> <p><b>7.1.</b> TAG – para badminton.</p> <p><b>7.2.</b> Review of Diversity Action Plan.</p> <p><b>7.3.</b> IPC Athlete Classifications.</p>
8	<p><b>8. AOB</b></p> <p>8.1. CB asked about the UK Para Badminton Champs. MB confirmed all information has gone out and is the weekend of 11/12 Dec. Confirmed by DB that this will be at the EIS Sheffield.</p> <p>8.2. AC reported Para-Badminton Home Nations exploring opportunities to be part of World Tour. Ireland, Wales and Scotland submission to BWF for inclusion in tour. Tour venues are 2022 in Dublin, 2023 in Sheffield, 2024 in Glasgow, and 2025 in Cardiff if tour extended. AC has worked with UK Sport on application for funding. Keith Russell and AC had attended major event panel meeting to seek £120k for each event (NB: Scotland seeking £180k due to higher venue costs). If approved, para-Badminton will be part of major tour and a real success for HN colleagues.</p> <p>8.3. SB wished AC best of luck in the future.</p>