


<b>FINAL Minutes: Badminton GB Board Limited Meeting</b> <b>Thursday 20 May 2021 via video conference call</b>		
<b>Board:</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
	Jane M Nickerson (JN)	Company Secretary/Non-Executive Director
	Ken Nixon (KN)	Director (Badminton Ireland, Ulster Branch)
	Priya Guha (PG)	Non-Executive Director
	Stephen Farrow (SF)	(Non-Executive Director from end of May 2021 meeting)
	Jon Austin (JA)	Performance Director, Badminton England
	Mark Beecher (MB)	Head of Performance Operations, Badminton England
	Elaine Fletcher (EF)	Minute Taker (Badminton England)
<b>Apologies:</b>	Jonny Wynne (JW)	UK Sport

	Topic
<b>1</b>	<b>WELCOME AND APOLOGIES FOR ABSENCE</b>
1.1	<p>SB welcomed everyone to the meeting and introduced Stephen Farrow as an Observer at today's meeting and joining as a Non-Executive Director at the end of the meeting.</p> <p>SB made the following points:</p> <ul style="list-style-type: none"> <li>• AC to update under AOB on communication plan in event of a potential Tokyo Olympics cancellation.</li> <li>• Following the circulation of the Finance Report by MB this would be discussed under the Finance agenda item following the Performance Update.</li> <li>• Discussion on position of Scotland players under agenda item 6.1</li> </ul>
<b>2</b>	<b>DECLARATIONS OF INTERESTS</b>
2.2	DB confirmed that the BWF had requested him to be a scrutineer at their AGM on 22 May 2021.
<b>3</b>	<b>MINUTES OF THE LAST MEETING</b>
3.1	<p><b>To receive and approve the minutes of the meeting held on 13 January 2021.</b></p> <p>The minutes of the meeting held on Wednesday 13 January 2021 were approved with the following changes, in addition to minor typing errors:</p> <ul style="list-style-type: none"> <li>• JW should appear under "invited" column (Page 1).</li> <li>• Last bullet point of 4.2 in relation to International Para-badminton training refers to the "Spanish International Championships" this should read as "Spanish Para International Championships" (Page 2).</li> </ul>

	<ul style="list-style-type: none"> <li>Under item 7.6 – bullet point 5 – second sentence – initials should be “PG” not “GP” (Page 7).</li> </ul>
3.2	<p><b>To consider matters arising from the minutes of the meeting held on 13 January 2021:</b></p> <p>SB confirmed that all approved changes, in addition to minor typing errors had been made.</p> <p><b>The following points were noted:</b></p> <ul style="list-style-type: none"> <li>It was confirmed that following discussions with UK Sport, the Funding agreement had been signed by AC, as Accountable Officer and the Chair of BE. AC confirmed that both Olympics and Para-Olympics agreements had been signed.</li> <li>JA updated the Board on the 15% contributions and confirmed that at present when the 8 players nominated for the GB Programme are English that BE’s contribution to England Performance can be utilised to offset the 15% requirement to UK Sport. Total amount of contributions this year is £32,844. Should a non-English player go onto the programme this 15% contribution would have to be revisited with the relevant Home Nation.</li> <li>KA updated the Board on the Technical Advisory Group’s idea of holding British Championships across the age groups and advised that although there is an appetite to hold a national event it is difficult to say at the moment when this would be held, but is keen to draft a proposal of how it may look like for home countries to feedback / into around how and when we can do it. KA confirmed that no home nation had yet been allocated.</li> <li>AC provided an update in relation to the Para-badminton Classification discussions at the CEO meeting. The idea is to have a consistent approach towards BWF in order to support British players. AC advised that BWF has said that requests for consideration of which classifications should be included in Paris will not be considered until after Tokyo. AC suggested that a proposal as to what classification changes we would favour be sent 8 to 12 weeks in advance of BWF’s AGM in May 2022 for their consideration should we not hear anything from them in the next 12 months. <b>ACTION:</b> BWF Para Classification to be added as an agenda item for discussion at the September / October Board Meeting and to keep live at the Home Countries CEO meetings.</li> <li>DB wished to congratulate Nikki Tarrant for the successful application for the European Development Fund to support GB Para Development days.</li> <li>SB confirmed that the Board had read and received the latest version of the Technical Advisory Group Terms of Reference. The Board unanimously approved the Technical Advisory Group Terms of Reference.</li> </ul>
3.3	<p><b>Update on Selection Policies</b></p> <p>MB thanked the Board Members for their approval of the Selection and Appeals Policies and confirmed that they have been approved by both the BPA and the BOA respectively and circulated to the Board to go live on respective websites and is currently live on the GB website.</p>

	<p>MB advised JA is speaking to the BOA in relation to bringing forward the Selection meeting for the Olympics following the recent cancellation of the final qualification event – this would help with working with the players and preparation ahead of the Games. Awaiting to hear from the BWF when the approved road to Tokyo list will be published following their announcement last week of this cancellation.</p> <p>MB confirmed KA is sitting on the Olympics Selection Panel and requested a nomination from the GB Board to be a non-voting member of the Para Olympics Selection Panel currently scheduled to take place on Tuesday 8<sup>th</sup> June at 3.30pm. Following PG’s question around what skills are required to sit on this panel, MB and SB confirmed that what is required is an independent person who can ensure that the Panel adheres to the selection policy and therefore there is no need for any Para Badminton knowledge. PG confirmed she would be happy to sit on this Panel if her diary permits.</p> <p>MB requested a nomination for the Para Olympics Appeals Panel on Saturday 12<sup>th</sup> June should we need one. DB confirmed he would be happy to sit on this Panel if required.</p> <p>Once confirmed, MB to circulate the date of the Olympic Appeals Panel to the GB Board to seek a suitable volunteer. (ACTION: MB)</p>
4	<b>PERFORMANCE</b>
4.1	<p><b>Performance Update - For formal recording</b></p> <p>JA provided a presentation and advised this would be circulated with the minutes and the following comments were made:</p> <ul style="list-style-type: none"> <li>• JA provided the Board with an overview on the qualification status and nuances around selection of the Paralympic Games which concluded on 16 May and the likely outlook of the Olympic selection assuming the qualification process has concluded.</li> <li>• JA explained the definition of a Bipartite application which may determine whether a second player in the same discipline can qualify. In the Para Olympics an application can be submitted, which includes 5 principles, one of which ensures the highest level and quality of the competition, and our case would be built around this fact. The submission must be supported by the BPA to apply to the IPC and subsequently to the BWF.</li> <li>• Following a question from the Board, JA advised that should the European Championships be discounted, it would not affect our ability to qualify for both Women’s and Men’s doubles.</li> <li>• JA confirmed that both Olympics and Paralympic team announcement dates are the same.</li> <li>• JA ran through the Tokyo timelines in detail for both Olympics and Paralympics paying attention to the complexities of extra Covid restrictions in place. JA to circulate Tokyo road map to the GB Board. (ACTION: JA)</li> <li>• MB explained that although there are some complexities around Covid – the Para players have played at the Tokyo test event in 2019 and know the venue and both the teams have got good experience in competing in a Covid environment.</li> </ul>

	<ul style="list-style-type: none"> <li>• Following a question from the Board, JA confirmed that there is a proposal with the PM for all athletes to receive their first vaccination prior to departure.</li> <li>• Following a question from SF, JA explained that all staff and players have to opt in for the selection process and therefore didn't sense the restrictions would put players off from entering.</li> <li>• JA updated the Board following Chris and Gabby Adcock's intention to retire and advised an official announcement would likely be made next week, well ahead of selection dates. Conversations have taken place with UK Sport in relation to the consequences of the GB Programme and they have advised that there is 3 months funding from the date of announcement as a transition grace period. UK Sport has confirmed there is no immediate risk to funding but when we go into an annual review with UK Sport – results of Tokyo, and Gabby and Chris retiring would all be taken into consideration which could therefore impact funding.</li> <li>• MB provided an overview of what is outstanding in relation to our Funding Applications and deadlines. The 3 main items required to be submitted before 31 May are as follows; <ul style="list-style-type: none"> <li>• A GB Pathway prospectus which would be provided to players coming onto the programme. He is working closely with TAG to complete a skeleton version of this before being submitted to UK Sport for commentary and advice, we then have until December this year to submit the full GB Pathway prospectus.</li> <li>• APA Matrix to be presented to UK Sport, with our proposal for levels C, D and E (Academy and Confirmation levels), who will then come back to us to agree what are those appropriate levels of performances.</li> <li>• Linked to our selection criteria – levels of funding will be aligned to the levels of performance for Academy and Confirmation – these will be checked and challenged before being published by UK Sport.</li> </ul> </li> <li>• JA advised that voting is to take place at the BWF AGM at the weekend on a new scoring change proposal which could impact future competitions. A discussion took place around the reasons why they are proposing the change and what implications this would have on the game going forward.</li> </ul>
4.2	<p><b>Operational Plan for the WCPP</b></p> <p>SB introduced the next item as an up-to-date iteration of the strategy submitted to and previously approved by UK Sport, emphasising that no changes had been made to the original approved document before handing over to JA to provide an overview with the key updates being noted:</p> <ul style="list-style-type: none"> <li>• As the Operational Plan is also part of the requirement of the Lead Home Nation Agreement which requires an annual updated business plan, the title will be changed to Business Plan as stipulated in this Agreement.</li> <li>• Additional supplementary measures have been included to show what we are doing in this year in alignment with our performance system goals.</li> <li>• As part of raising the standards of coaching it is planned to open up a two-year Elite Coach Programme and invite applicants in the Autumn after the Games. JA confirmed that data would be tracked to ensure a diverse outreach of applicants are received and applicants are encouraged to apply even if they themselves think they are not at the desired level.</li> </ul>

- Development of the player characteristic model to be looked at in more detail with the TAG keeping close to it.
- Key tactic for this year in terms of enhancing the environment is the implementation of Sport Science Sport Medicine support.
- GF suggested under supplementary measures that dates are included so these can be reviewed and tracked. MB would add a timeline column with clear dates and recirculate. (ACTION: MB)
- A discussion was held around international competition to understand what and how the players were expected to contribute to their own programme and how it is measured. Although there is no consistency to this approach, players invest in something that supports their programme such as their own soft tissue massage, additional training and travel and hotels.
- JA referred to the £58K allocation under “Training” and advised that, following a question received outside of this meeting, the wording would be changed to reflect a more accurate representation of how these funds are allocated to GB activity to avoid misinterpretation. (ACTION: JA/MB)
- SB provided an explanation around how contracts with NGBs at the University of Bath work and felt that the way England run the programme is consistent in how other World Class Performance Plans are operated. SB suggested, subject to JA and TAG’s approval, that opportunities could be made available to other players of an appropriate level from across the UK to visit MK NBC.
- JA confirmed that the Medal Support Plan monies for Chris and Gabby can now be carried forward to support all the players going to Olympics.
- MB noted that the Paralympic team will finish in Tokyo on the 6<sup>th</sup> September but fly out again at the end of September to Tokyo for the World Championships.
- MB advised that Martin Rooke is looking to participate in the World Championships and then retire.
- DB noted the first line of 3.1 and the table should refer to “Paralympic Badminton”. MB to amend header from “Olympics” to “Paralympic Badminton”. (ACTION: MB)
- MB confirmed that under point 3.2 (item 2) with reference to the Paris trajectory, the classes referred to are those included in the Paralympics as it is a UK Sport agreed KPI. BWF will launch a new para competition programme in 2022 – which is a tiered system similar to the HSBC Tour.
- SB asked JA to give a brief overview of the Appendices.
  - JA took the Board through the suggested structure in Appendix 1, which had been worked through with the TAG, and explained the percentages of coach allocation under Team GB. SB suggested making the Scotland funded programmes a lighter blue. (ACTION: JA)
  - JA to produce and circulate the structures with names and when vacant posts may be appointed. (ACTION: JA)
  - JA gave an overview of the Sport Medicine Sport Science structure explaining that the link into the Head of Performance under the Home Nations Institute would be agreed with the relevant home nation at the process of selection.

	<ul style="list-style-type: none"> <li>- DB noted that under the “Following Areas” a list of practitioners was missing. JA/MB to amend. (ACTION: MB)</li> <li>- JA to add <i>GB Para Technical Advisory Group to be appointed</i> under Leadership. (ACTION: JA)</li> </ul>
<b>5</b>	<p><b>FINANCE</b></p> <p>SB handed over to MB to provide a quick introduction to his paper.</p> <p>MB confirmed that following GF’s request at the previous meeting to provide more clarity on the financial report, MB has been able to provide a full picture of last year and how Covid has had an impact. MB will circulate a clear 2021/22 breakdown ahead of the next meeting. (ACTION: MB)</p> <p>SB advised that Para 2.8 is missing some words at the end (ACTION: MB).</p> <p>MB provided further information under Innovation on the budget allocation breakdown, which refers to a performance analysis system (Huddle) that looks at players and coaches in real time and playback time and was put forward by invitation as part of the submission process to build a case around enhancing the training performance environment.</p>
5.1	<p><b>To receive the year end accounts - For approval</b></p> <p>The year-end accounts were received by the Board and the Board unanimously approved the finances as tabled.</p>
<b>6</b>	<p><b>GOVERNANCE</b></p>
6.1	<p><b>Discussion of implications of Badminton Scotland’s decision not to sign the MOU</b></p> <p>SB introduced the next item as a discussion item following the circulation of his paper prior to the meeting which is intended to reach a conclusion on how we enable Scotland players to participate in the GB World Class Programmes in going forward.</p> <ul style="list-style-type: none"> <li>• CB clarified that it was not Scotland’s intention to stop a player entering the GB Programme but suggested that if a Scotland player is selected for the GB Programme that player would have a signed player agreement from Badminton Scotland and the Scottish Institute of Sport which would need to be aligned with the GB Badminton contract.</li> <li>• The Board were all in agreement not to reopen discussions around the wording of the MOU.</li> <li>• The GB Board discussed the implications of Badminton Scotland not signing the Memorandum of Understanding given the likelihood of Badminton Scotland not signing the MOU.</li> <li>• The suggested option in the tabled paper of allowing, in the event of a Scotland player being selected for the WCPs, a bespoke, tripartite Agreement to be reached between the player, BS and GB Badminton was not supported.</li> <li>• Several Members expressed the view that there had to be consequences for BS’s non signing of the MOU.</li> <li>• The issue of whether BS should continue to have a representative on the Board was raised, with the view expressed that if BS were not committed to the MOU, it effectively forfeited its right to have a voice on the Board.</li> </ul>

	<ul style="list-style-type: none"> <li>• SB said that there is no provision in the Articles of Association to prevent a Member Director serving on the GB Board.</li> <li>• JA provided an update on Kirsty Gilmour’s preparation for the Games and assured the Board that Kirsty and her Head Coach in Scotland were fully informed of all the arrangements required for attending the Games. The Board unanimously agreed that they were happy to proceed with the current support of Kirsty in its current format.</li> <li>• A conversation took place following the most recent TAG meeting and the process of identifying players following the annual investment review.</li> </ul> <p>A resolution was not reached, and SB felt that given a resolution was not required imminently, the discussion needed to be picked up again at the next GB Board meeting with discussions held in between to ensure the right decision is made without impacting players. An interim Board meeting in 6-8 weeks may be called to further discuss and sign off on an agreed position. (ACTION: SB/AC)</p>
6.2	<p><b>Risk Register – to review updates from last meeting and review of new or changing risks</b></p> <p>No discussion took place under this agenda item. To be discussed at the next GB Board meeting.</p>
6.3	<p><b>Technical Advisory Group – Para-Badminton</b></p> <p>No discussion took place under this agenda item.</p>
6.4	<p><b>Key Metrics</b></p> <p>No discussion took place under this agenda item. To be discussed at the next GB Board meeting.</p>
7	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• AC provided an update on a comms plan based on the Games being cancelled on behalf of GB Badminton confirming that a generic statement has been prepared and will be forwarded to SB at the end of next week. Alongside that would be a process of communication in the form of a timeline of how and when communication to the Board, players and Home Countries is made. A plan is also in place should the Olympics go ahead but the Paralympics are cancelled.</li> <li>• MB advised that we now have representatives from the Home Countries for the Para Technical Advisory Group and a meeting is planned before the next GB Board. The GB Board confirmed they are in favour of this.</li> </ul> <p>On behalf of the Board, SB thanked JN for everything she had done since joining the GB Board in January 2012 and for bringing her experience and perspective from the sport sector.</p> <p>JN advised that she still holds the cheque book and having some challenges switching signatory status. It was approved that should any cheques require to be written she would be happy to write these, subject to SF’s approval first and a copy to be sent to SF as a record.</p>

	The Board unanimously approved the appointment of Stephen Farrow as Company Secretary. The Board agreed for SF to be a cheque signatory and to remove Jane Nickerson as check signatory.
<b>8</b>	<b>DATE OF NEXT MEETING</b> Autumn date to be confirmed 10:30 – 13:30 in Milton Keynes - suggest Wednesday 29 September or Thursday 7 October

**Carried forward to Autumn meeting;**

- Scope of the Chair's Role – GA
- Review of Diversity Action Plan – PG



## Appendix 1: Actions

Reference	Action	Responsible/Lead	Deadline Date
Item 3.1 Minutes of Last Meeting	<p>The following changes to be made to the minutes of the meeting dated 13 January 2021:</p> <ul style="list-style-type: none"> <li>JW should appear under “invited” column (Page 1).</li> <li>Last bullet point of 4.2 in relation to International Para-badminton training refers to the “Spanish International Championships” this should read as “Spanish Para International Championships” (Page 2).</li> </ul> <p>Under item 7.6 – bullet point 5 – second sentence – initials should be “PG” not “GP” (Page 7)</p>	EF	ASAP
Item 3.2 Matters Arising	BWF Para classification to be added as an agenda item for discussion at the September / October Board meeting and to keep live at Home Countries CEO meetings.		
Item 3.3 Update on Selection Policies	Circulate the date of the Olympic Appeals Panel to the GB Board to seek a volunteer.	MB	ASAP
Item 4.1 Performance Update	JA’s Tokyo road map to be circulated to the GB Board following this meeting.	EF	ASAP
4.2 Operational Plan	<ul style="list-style-type: none"> <li>Timeline column to be included under supplementary measures and recirculate.</li> </ul>	MB	ASAP
	<ul style="list-style-type: none"> <li>Wording to be amended under the header “Training” to reflect a more accurate representation of how these funds are allocated to GB Activity.</li> </ul>	JA/MB	ASAP
	<ul style="list-style-type: none"> <li>The first line of 3.1 and the table to be amended to refer to “Para Olympic Badminton”.</li> </ul>	MB	ASAP
	<ul style="list-style-type: none"> <li>Under Appendix 1 where it refers to coach allocation under Team GB – Scotland funded programmes to be shaded a lighter blue.</li> </ul>	JA	ASAP
	<ul style="list-style-type: none"> <li>JA to produce and circulate the structures with names and where posts may be appointed.</li> </ul>	JA	ASAP
	<ul style="list-style-type: none"> <li>List of practitioners to be included under heading “Following Areas”.</li> </ul>	MB	ASAP
	<ul style="list-style-type: none"> <li>JA to add “GB Para Technical Advisory Group” under Leadership.</li> </ul>	JA	ASAP
5 Finance	<ul style="list-style-type: none"> <li>MB to circulate a clear 2021/22 breakdown ahead of the next meeting.</li> </ul>	MB	September 2021
	<ul style="list-style-type: none"> <li>MB to update paragraph 2.8.</li> </ul>	MB	ASAP
6.1 Discussion of Implications of Badminton Scotland’s Decision Not to Sign the MOU	Further discussions to be held to sign off on an agreed position with potentially the requirement of an interim GB Board meeting.	SB/AC	6/8 weeks