


<b>DRAFT Minutes: Badminton GB Board Limited Meeting</b> <b>Thursday 31<sup>st</sup> March 2022</b> <b>Blended meeting – NBC and Teams</b>  <b>10:30-14:00 Main Board</b>		
<b>Board and invitees:</b>	Stephen Baddeley (SB)	Chair and Non-Executive Director
	Pete Fitzboydon (PFB)	Interim CEO
	Derek Batchelor (DB)	Director (Badminton England)
	Graeme Finch (GF)	Non-Executive Director
	Mark Beecher (MB)	Head of Performance Operations, Badminton England
	Amanda Fry (AF)	Performance Team Support (minute taker)
<b>Joining via Teams</b>	Stephen Farrow (SF)	Company Secretary/Non-Executive Director
	Priya Guha (PG)	Non-Executive Director
	Christine Black (CB)	Director (Badminton Scotland)
	Kelly Aston (KA)	Director (Badminton Wales)
	Ken Nixon (KN)	Director (Badminton Ireland, Ulster Branch)
	Morten Frost (MF)	Performance Director (joining at 1100 for brief introduction only)
	Jonny Wynne	UK Sport – by invitation (first 30 mins only)
<b>Apologies:</b>		

Topic
<p><b>1. WELCOME AND INTRODUCTIONS</b></p> <p>1.1. SB welcomed everyone to the meeting and noted that JW is only on the call for 30 minutes and then MF will be joining from Denmark at 1100 for 15 minutes</p>
<p><b>2. DECLARATIONS OF INTERESTS</b></p> <p>2.1. There were no other declarations of interest.</p>
<p><b>3. MINUTES OF THE LAST MEETING</b></p> <p>3.1. To receive and approve the minutes of the meeting held on 11 November 2021.</p> <p><b>For Accuracy</b></p> <p>3.2. Page 1 – 3.6 – Review of Selection Policies and Jurisdictions was missed off. UK Sport funding had been approved for Para-badminton home nations tournaments - but it was noted that no sanction requests for tournament dates had been received.</p> <p>3.3. Page 7 – 5.1 – second line should read “Chair of <i>Badminton</i> England”</p> <p>3.4. PG advised that there are sections in these minutes which are ‘personnel sensitive’ It was agreed to redact those sections and mark the minutes as ‘Personal in Confidence’ or ‘Staff Sensitive’. <b>Action: PF will redact the minutes</b></p> <p><b>Matters Arising:</b></p> <p>3.5. MOU and LHN Agreement – PF and SB have signed the LHN Agreement and the MOU and AF will circulate for signature. DB advised there might be a slight tweak to the MOU following one of the papers later. <b>Action: AF to circulate for signatures and then distribute both documents to the Board.</b></p> <p>3.6. Action: Page 5 - PFB to circulate the outcome of the disciplinary panel which has been done</p> <p>3.7. Action – Page 7 - PFB to share codes of conduct – not been done as currently producing new ones – can update later in the meeting.</p> <p>3.8. Action – Page 8 – Q2 figures had been circulated.</p> <p>3.9. Action – Page 8 – KA can no longer access Sharepoint. <b>Action: MB/PFB will look into this</b></p>

	<p><b>Notes from one hour catch up meeting on 13<sup>th</sup> January 2022</b></p> <p>These were informal meetings to keep the Board up to date</p> <p>4.v should be Aston and not Ashton</p> <p>6.c.v should read 'Disciplinary' and not dictionary.</p>
	<p><b>4. PERFORMANCE</b></p> <p>4.1. <b>Operation Plan</b> – MB will look to produce a two-and a-half-year Operation Plan to the end of the funding cycle taking on board walk the floor actions. A principal draft will be given to the Technical Advisory Group ahead of the next meeting which will feed into this Board. Need to report regularly on Walk the Floor outcomes and implementation which will be embedded in the Operation Plan – this has to be done with UK Sport on a quarterly basis and will drive that forward in the next two months. <b>Action: MB to bring back to Board as it is developed.</b></p> <p>4.2. <b>Pathway Prospectus</b> – MB has circulated the Pathway Prospectus – the TAG has been involved in producing the prospectus which includes Home Nation Pathways. It was suggested to put in hyperlinks to home nation pathways. <b>Action: MB will look into this and will go through it with DB</b></p> <p>4.3. <b>Introduction to our new PD</b> – SB welcomed MF to the meeting. The Board introduced themselves to MF. MF will listen a lot to understand the culture and will travel round each of the home nations and visit everyone face to face to connect. Work permit will start 1<sup>st</sup> May 2022 but he will be gathering information and meeting people in April. SB thanked MF for attending. MF left meeting at 11h15. MF will be at NBC from Sunday for a couple of weeks, looking into performance analysis then flies off to European Championships as an observer</p> <p>4.4. <b>European Youth Olympic Games</b> – to record the electronic approval of Selection and Appeals Policy. Lateness of the information was not the fault of BE but the BOA. SB thanked everyone for their sign off and for DB's feedback</p> <p>4.5. <b>EYOG – appointment of team leader and Selection Panels</b> – One nomination was received from Josh Neil a coach from Badminton Scotland. CB confirmed that Badminton Scotland are recommending him for this role. All agreed for Josh Neil to be the Team Leader for the European Youth Olympic Games. MB advised that the BOA will do an induction for the team leaders. There are cost implications for the individuals selected although BOA cover many of the costs. <b>Action: MB will write to Josh with copy to Keith Russell (Badminton Scotland CEO) and CB confirming the nomination. MB will check to see who covers Josh's costs as it is thought it is the BOA. ACTION MB</b></p> <p><b>Selection Panels</b> – the selection panel meeting is scheduled for 24<sup>th</sup> May and will comprise two members of the Badminton GB Board and the nominated team leader (Josh Neil). KN and KA both volunteered to be on the panel and this was approved. DB asked if an Appeals Panel was needed <b>Action: MB will send out a provisional date for an appeals panel which will comprise independents and not members of the GB Board. ACTION MB</b></p>
	<p><b>5. GOVERNANCE</b></p> <p>5.1. <b>Walk the Floor</b> – The vast majority of the 50-point plan relates to the Milton Keynes training environment. Progress has moved from 40% to 50% completion. Key points of progress are shown on the circulated report</p> <ol style="list-style-type: none"> <li>i. <u>Recruitment of Sport Science and Medicine Team</u> – Made an appointment offer for Head of Performance Services and Lead Physio. The Strength and Conditioning appointment is still work in progress The Support Services role within the Para Programme (0.2FTE) has been offered.</li> <li>ii. <u>Measuring Success</u> – have started follow up surveys which will be conducted every other month – goes to 18 current players and coaches in the MK environment -</li> </ol>

making good progress in every area particularly the improvement in score and rating of being able to feed back without fear of consequence which is now the highest scoring element.

- iii. Next steps – Carry on implementing the work - MF starting will give that a further boost. Two challenges;
- iv. ‘How do we make Governance as streamlined as possible’ but keep the robustness and ‘How do we embed player representation into our Governance process’. Player Reps could attend EPB and GBB Board meetings on certain items. Scope of role needs to be clarified - It was reported that Badminton Scotland has two player reps who attend the committee meetings alternately, for a standing item, around player feedback. Wales are in the initial stage of this. **Action: MB will circulate after 19<sup>th</sup> April the Terms of References**
- v. PG asked about the survey – how often will it be done so we can start to get a tracker in terms of sentiment. PFB said that survey frequency is every two months and there will be live up to date data for each Board meeting. PG offered external support with designing the survey if useful. PFB said that the player charter is the most important out of the 50 and that BE is staying with the flat level of coaches until MF arrives and some coach contracts have been extended until end of August

5.2. **Review of Selection Policies** – SB thanked SF for a very clear and thorough paper with a good set of recommendations.

- i. **Selection Panel constitution** – consist of five plus an independent non-voting Chair, comprising the Team Leader, Head Coach, one other from inside the sport (e.g. a representative from another home nation) plus two other members (ideally one from GB Board members and another from outside badminton with a performance sport background) – MB suggested Team Leader should be replaced with the Performance Director – with this change the recommendation was **agreed**.
- ii. **Selection Criteria** – guidance that the criteria should be written with as much clarification as possible.
- iii. **Selection Meeting** – reiterating that procedures must be followed completely. Need to ensure that all potential athletes who could be selected do review the selection policy are made fully aware of it and have a chance to feed into it.
- iv. **Communications** – ensure athlete representatives are involved in the preparation of the selection policy and its communication.
- v. **Representation at the Appeal Panel and timeline of appeals process** – need to give players the opportunity to have legal representation to make it more equitable. It was noted the timelines for Paris will not be as tight as for Tokyo.
- vi. Approval from all for MB and MF to take on board those recommendations and incorporate them and utilise them as a guide for the next set of Olympic and Para Olympic selection criteria,

5.3. **Key Metrics Update** – Regular monthly paper which will give a snapshot of progress in key areas. It was suggested to include any significant wins. It was noted in discussion that BWF is constantly reviewing how to get World Rankings back to relating to previous 12 months only.

5.4. **GB Badminton and Badminton England relationship and responsibilities** – recommendation from Walk the Floor around Governance. MR & SB had discussed this and agreed to raise the issue with their respective Boards for any thoughts of what could be put in place to improve the relationship. SB will circulate an email asking for thoughts. BE is advertising for a new Non-Executive position on their Board and is looking for someone with high performance expertise. DB mentioned that they are currently meeting every six months with chairs and CEO’s of Home Nations which does not have a direct relationship to

	<p>the GB board – suggested the Chair of the GB board should occasionally attend those meetings just for particular items. <b>Action: SB will send an email to get thoughts</b></p> <p>5.5. <b>Review of Diversity Action Plan</b> PG advised that the Diversity Action Plan needs to be aligned with and resonates with the Walk the Floor recommendations about the culture of inclusion which is one of the key points for improvement. A revised DAP should focus on both the element of diversity we already recognise in the individual action plans but more around how we create the long-term culture of inclusion that is flagged as a key challenge. PFB will see if there are any actions which can feed into the operational plan – <b>Action - PG to bring a paper to the next Board Meeting and PFB to look at actions</b></p> <p>5.6. <b>Disciplinary Jurisdictions</b> – DB produced a paper which proposed that disciplinary matters relating to players whilst representing GB be referred to the relevant Home Nation under its disciplinary procedures but with a GB Badminton representative in attendance but non-voting. He noted that players are not members of GB they are members of the Home Nation BAs so any sanction by GB can only relate to the WC Programmes or de-selection from GB Events. The issue had been discussed at a Chairs/CEO’s meeting and there was support for this approach. This would require a slight tweak to the MOU. PFB advised that BE were happy assuming the BOA, BPA and UK Sport were content with that arrangement.</p> <p>SF disagreed stating that as athletes are representing GB at the time the transgression occurs, it should be for GBB to conduct the disciplinary process but the Home Nations to agree to implement any sanctions rather than the other way round. Needs to be fair and consistent across Home Nations. SB suggested putting this on hold until the next meeting. SF will write a paper on what he is proposing as it does bring another layer of disciplinary procedures with some upsides and some downsides. <b>Action: SF to write a paper with what he is proposing for the next meeting.</b></p> <p>5.7. <b>Risk Register</b> – the updated Risk Register was circulated It was agreed that the GB Board has ownership of the risk register, not the Executives. SB will change title to ‘Strategic Risks owned at Board Level’. <b>Action: Before each Board Meeting SB, PG and GF will review the RR, SB will change title. MB will send a reminder before each meeting with changes and challenges.</b></p> <p>5.8. <b>IPC Athlete Classifications</b> – BWF Classification review panel was established in January 2021 – the panel identified 6 proposals and the deadline to comment was 29<sup>th</sup> March 2022. Becky has provided input into the review process as well as sitting on the WH1/2 panel</p> <p>5.9. There is a concern on SH6 as to whether a player is just short or has a medical condition as the former will always have a performance advantage. However, the IPC directive is not to narrow down a classification to one item or one medical condition. Becky has advised that we should recommend that the BWF should look into more research in the SH6 category.</p> <p>5.10. <b>TAG – Para Badminton Update</b> – It is hoped to arrange a meeting this month. MB requested that Members reconfirm the original names they had given to MB. <b>Action: MB to arrange meeting</b></p>
6	<p><b>6. FINANCE</b></p> <p>6.1. <b>Finance Paper</b> – MB will circulate a Q3 paper. MB and GF will meet up to go through the full accounts for this year, the position and the forecast for the next three years. <b>Action: MB to circulate paper</b></p> <p>6.2. <b>Filing of 2021 Accounts</b> – the 2021 accounts were filed in a timely fashion by the previous Company Secretary which we have evidence of – we had received a letter from Companies House saying the 2021 accounts had not been filed but they had. We did get fined but SF is</p>

	<p>in a dialogue with them and doesn't think we will be fined. <b>Action: SF</b></p> <p>6.3. <b>Nat West and electronic payments</b> – SF advised that we are able to make electronic transfers via the Nat West account.</p>
7.	<p><b>7. ANY OTHER BUSINESS:</b></p> <p>7.1. MB – first Para International this month as part of the BWF Para tour. Significant results to be noted</p> <ul style="list-style-type: none"> <li>i. Jack Shepherd beat the gold medallist from Tokyo quite convincingly</li> <li>ii. Dan Bethell beat the person he lost to in Tokyo quite convincingly</li> <li>iii. Isaak Dalgliesh who is on confirmation level at the moment, played the Spanish Tournament the week before, Grade 2, and has now moved into Top 10 World ranking.</li> <li>iv. Rachel Chong started on the programme as of 21<sup>st</sup> March with a three-month induction and is based full time in Sheffield and fully funded at Academy level</li> <li>v. Krysten Coombs got a bronze medal in Spain.</li> <li>vi. DB suggested becoming an Associate member of the BWF but the board did not feel this would be useful</li> <li>vii. PG asked if the para programme could undertake the same sort of survey as taking place at MK. <b>Action: MB to consider</b></li> <li>viii. PG asked if we could look at Board dates for 2023 and could we have one of those meetings in Sheffield. <b>Action: SB/AF will circulate dates</b></li> </ul> <p>SB thanked PFB for all his support to the GBB Board as this will be his last meeting and wishes him good luck with his career.</p>
8	<p><b>8. DATE OF NEXT MEETING:</b></p> <p>8.1. Thursday 9<sup>th</sup> June 2022.</p>
9.	<p><b>9. ITEMS TO CARRY FORWARD</b></p> <p>Review of Diversity Action Plan - PG</p> <p>Scope of Chair's role -GA</p> <p>Review of selection policies and jurisdiction issues – paper by SF</p>