**Location:** Institute of Sport, Exercise and Health, London, Seminar Room 1

**Date and Time:** Friday 16th March 2018

11.00am – 3.00pm

**Attendees:** Julia Newton (JN) – Chair

Gary Hall (GH) – Performance Director

Matt Archibald (MA) – Chief Executive Officer

Sara Sutcliffe (SS) – Senior Independent Director

Mike Loosemore (ML) – Non Executive Director

Michael Bourne (MB) – UK Sport

Andy McSweeney (AM) – UK Sport

Al Humes (AH) – Independent Progress Review Chair

**Minutes:** Rachel Pattison

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| 1. **Introduction**    1. **Apologies** – Mike McKenzie    2. **Approval of Minutes –** Approved |  |
| 1. **Director’s Declaration of Interest**   Mike Loosemore has been appointed Chief Medical Officer of AIBA (International Boxing Association) and Executive Council Member. Mike provided update. |  |
| 1. **Chair’s Update**    1. **Board Strategic Away Day Actions Update (deferred to next meeting)**    2. **RemCom Structure**   Agreed – Speak to Ian Gillis and Ade. Change TORs to allow MA to be a member.   * 1. **Mike McKenzie Director Appointment**   Appointment to STUK Director confirmed should take place asap.   * 1. **Independent Progress Review Report intro** | JN |
| 1. **CEO’s Update**    1. **Finance**   Report reviewed.   * 1. **HR**   Report reviewed.   * 1. **Events**   Report reviewed   * 1. **Development**   Report reviewed. Reduction in report was positive. MA will report back at SMT that the risk approach has been welcomed by Board.   * 1. **Commercial Update**   Update at the next meeting.   * 1. **BT Update**   Progress on collaboration.  BT likely to appoint key staff officially at next Board.  Still MA’s intention to agree clear collaboration areas with MM/BT and these will be likely (Events, International Relations, Communications, Efficiencies).  BT (MM) and GBTKD (CB) to brief the WT General Assembly (Tunisia) on World Champs 2019 event progress together in April. A good example of collaboration between organisations. | MA |
| 1. **Performance Director’s Update**    1. **Coaching Update**   Recruited 2 new coaches. Nelson back into Coaching. 6 Coaches in place. Spent 2 days with outside company on workshop. Now left with a strong coaching team. Confident this team will take us to Tokyo. There will be a re-build of S&C team. JN asked if athletes are happy with it and GH confirmed they are. |  |
| 1. **AOB**   Discussions took place around incentives and attendance of athlete rep at Board.  JN to pick up with Christian McNeish when in Manchester at the next Board Meeting.  RP send JN Events Schedule with a view to arranging attendance at a suitable event in 2018.  Grand Slam Series 2 – will be over 10 days in Wuxi in December 2018.  GH confirmed that Max Cater has left programme.  Athlete Futures Roadshow is in Manchester.  MA – Management response to independent review will be discussed at SMT. | JN  RP  MA |