

Strictly Confidential



Sport Taekwondo UK Ltd (GB Taekwondo) – Board Meeting

Location: Microsoft Teams

Date and Time: Friday 9th February 2024
11:00 – 14:00

Attendees: Julia Newton (JN) – Independent Chair
Paul Buxton (PB) – Chief Executive Officer
Jennifer Ho (JH) – Finance Director
Dr Mike Loosemore (ML) – Independent Non-Executive Director
Gary Hall (GH) - Performance Director
Ian Leafe (IL) – BT Representative - Non-Executive Director
Ian Gillis (IG) – Senior Independent Non-Executive Director

Apologies: N/A

Minutes: Rachel Pattison (RP – Business Operations Manager)

<p>1. Nominations Committee (JN, PB, ML, IG) Nominations Committee to be reformed as Nominations and Governance Committee with immediate effect.</p>	
<p>2. Introduction</p> <ul style="list-style-type: none">a. Declaration of Interests ML employed by IOC, World Boxing and GB Boxingb. Apologies n/ac. Approval of December Minutes Approved.d. Review of December Board Actions Actions reviewed/updates sent prior to meeting. All actions complete. <p>Further Updates UK Sport Submission – JN thanked PB, GH, JH for their hard work.</p>	
<p>3. Board Review Next Steps</p> <ul style="list-style-type: none">• Inter BT and GBT Boards, Chairs, CEOs meeting was suggested. All agreed. Action: IL to look at the possibility of aligning May Board date• Invite David Meli (UK Sport) to May Board. Action: PB/RP to contact/invite David Meli.• Add 15-minute slot for any Board member who wants to raise a specific topic. Action: RP to add to May Agenda.	<p>IL</p> <p>PB/RP</p> <p>RP</p>

<p>4. Executive Report PB provided further updates expanding on the executive report</p> <p>Performance</p> <ul style="list-style-type: none"> • GH advised 2024 has started well with good phases of preparation for Paris. • Final preparation (camp) will take place from 7th June 2024 in Manchester. • Additional funding secured from BOA to provide additional training partners. <p>Finance No further updates. JN thanked JH for her continued hard work.</p> <p>British Taekwondo IL provided further updates on BT section of the report</p> <p>Action: PB/IL to confirm WT payment date for athlete GP Final Prize Money. Action: IL/Matt Marshall to advise on British Open dates.</p>	<p>PB/IL IL/MM</p>
<p>5. Review of Risks</p> <ul style="list-style-type: none"> • GH provided update on risks associated with anti-doping. • PB clarified points on risks associated with funding. • Board noted the summary of risks 	
<p>6. Performance Focus 2024 GH provided update and shared Focus Day slides for information</p>	
<p>7. Org. Health</p> <p>(a) People Planning</p> <ul style="list-style-type: none"> • Board discussed and fed back on the draft People & Succession Plans Subject to addressing points of feedback, Board confirmed their approval of the People and succession plans. <p>(b) Safety and Welfare PB shared duties associated with the Safety and Welfare Board role and ML agreed to take this on. IG highlighted all Board Members have duties as Directors and the responsibility does not sit solely with ML.</p> <p>Board confirmed ML appointment.</p> <p>(c) ESG JN suggested removing the reference to this not yet constituting a plan. Board approved the ESG plan.</p> <p>(d) DIAP</p>	

Sport Taekwondo UK Ltd (GB Taekwondo) – Board Meeting

<p>PB advised consultant has agreed to look at the plan prior to submission. Further work required on Leadership & Governance / EDI Policy / planning and review.</p> <p>Board to take further approval off-line.</p> <p>(e) Commercial PB shared summary of feedback from Gateway Sports.</p> <p>Board agreed to retain a commission only relationship with Gateway Sports, to focus on profile of branding opportunities, to focus on VIK relationships, and to build on BOA brand relationships.</p>	
<p>8. Media Plan 2024 PB shared objectives and advised the cost of website upgrade. Board discussed the use of calls to action through channels in particular to initiate commercial opportunities.</p>	
<p>9. AOB GH currently discussing Para Talent ID with UK Sport and BPA.</p> <p>End of Meeting</p>	