



**Minutes of the 133rd Board Meeting of the English Chess Federation
12th October, 2019
11.30a.m. – 1.30 p.m.**

Thistle City Barbican Hotel, London, EC1V 8DS

Members:

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| President, Dominic Lawson | Apologies | DL |
| Chief Executive, Mike Truran | Apologies | MT |
| Director of Finance, David Eustace | | DE |
| Director of Junior Chess, Alex Holowczak | Apologies | AH |
| Director of International Chess, Malcolm Pein | Apologies | MP |
| Director of Home Chess, Adrian Elwin | | AE |
| Director of Membership, David Thomas | | DT |
| Non-executive Chairman, Julian Clissold | | JC |
| Non-executive Director, Julie Denning | | JD |
| Non-Executive Director, Stephen Woodhouse | | SW |
| Director of Women's Chess, Chris Fegan | Apologies | CF |

Invited: Observers and Guests

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| Chairman, Finance Committee, Tim Herring | Apologies | TH |
| Chairman, Governance Committee, Robert Stern | | RS |
| Mike Gunn, Chair ECF Council | | MG |
| ECF Office, Gary Willson | | GW |
| Meetings Secretary, Nigel Towers | | NT |

1. Apologies for Absence - Absences were noted as above.

2. Appointments

JC was appointed as Chair. There were no alternate Director appointments.

3. Approvals

The agenda was agreed and the minutes of the 132nd Board meeting were approved with two amendments:

- Item 3 – Addition of missing reference to JC as subject of the sentence.
- Item 7 – Clarify that nominations were being sought for Chair of the Finance Committee in line with the general approach outlined in item 10



4. Matters Arising and Review of Progress against Board Action Plan.

The Board action plan was reviewed and updated.

JD highlighted the need for a wider consultation with graders in addition to the ongoing discussions of specific points.

JC noted that he had discussed the establishment of a junior calendar with RW and was looking to progress this.

5. Development Officer Appointment Process

The Board noted that RS had received a letter of complaint from Tim Wall in relation to the appointment process for the Development Officer. The letter of complaint was based on the recent appearance of a 'Credo' document from CP on the ECF web site, dated 13th September and indicating his acceptance of the development officer position. In addition MT's Board Report to Council published on 19th September had stated that a Development Officer had been appointed. TW had taken this as evidence of a job offer having been made to CP on or before the day of his interview without following proper process or board approval.

RS indicated that he would reply to TW's complaint by stating that it was not a matter for the Governance Committee but pointing out that he had the option of following the complaints procedure under regulation 5.

The Chair and SW advised, and the board noted that:

1. The date shown on CP's document arose because he provided the document at interview on 13th September to outline what he would look to do should he be successful. Once he had been appointed, CP provided the document for publication on 9th October and had not amended the date.
2. MT's board report had indicated that the appointment had been made on the basis that this was a report for consideration at Council. The published report reflected the expectation that a decision would be taken and the appointment confirmed, before the Council meeting on 12th October.

The Board further noted that there was no decision on the appointment until the recommendation to appoint CP was presented by SW to the board in an email vote taken on 24th September. This had confirmed CP's appointment by a clear majority vote. CP and TW were notified of the appointment following the board's email vote.



The board concluded that, on the basis of the available evidence, due process had been followed, and noted and accepted the reasons for Carl's Credo document showing the date of his interview and MT's board report referring to an appointment having been made. The board agreed that JC, SW or RS would discuss the situation with TW before the Council meeting.

JC asked the board to decide on whether CP's appointment should be suspended while the matter was being investigated. This had been requested by CF in an email on the day of the board meeting.

SW proposed and board members agreed unanimously that SW should write immediately to CF to reject his suggestion that CP's appointment be suspended since, from the information available to the Board at the meeting, the appointment had been made properly and the appointment process had been followed in all respects.

DE asked the board to consider what lessons could be learned from the issues that had arisen following Carl's appointment and the following points were agreed.

- Additional care should have been taken in the board report production/ review to avoid the impression that the Development Office appointment had already been made.
- Consideration should be given to additional review of documents such as a new Officer's initial communications and other important documents before they were published on the website

6. Consideration of the Forthcoming Council Meeting (MG)

It was noted that some of the attendees were likely to arrive late due to rail travel issues.

MG noted that it would be important to appoint tellers and make sure that at least two tellers were available from the start of the meeting.

JD to raise the outstanding vacancy for a Chairman of the Awards Committee.

7. Strategy/ Business Plan and Board Report to Council (JC)

JC advised the areas that he was planning to highlight in his presentation of the strategy document and board report for the year.

There was also some consideration of the issues raised by AF on behalf of Bronze members.

8. Calendar for 2019/20 (JC)

JC's updated calendar of meetings was tabled for discussion.



The next board meeting is now scheduled for Wednesday 27th November. There was some discussion in relation to the need for a December board meeting and it was decided to leave the December date pencilled in. DE also raised some concern over the 4th September 2020 date although it was again agreed to leave this date as is for the moment,

DE indicated that he would not be able to attend the July 2020 board meeting as he would be at the British Chess Championships, and it was unlikely that he would attend the September meeting as he would be on holiday.

9. A.O.B. Advised to Chair:

There were three items of AOB

- i. It was noted that the safeguarding procedure needs review and update
- ii. JD pointed out that the ECF Club Insurance needs to be reviewed in light of concerns expressed by SCCU. JD agreed to come back with a fuller update for the next board meeting
- iii. DE noted that some board members had yet to submit expenses up to the financial year end and requested that they do this without delay.

Date and Time of Next Board Meeting: 11-30 am, 27th November 2019, Birmingham

There being no other business the meeting closed at 1.30 pm.

