



# Governance Statement 2020

British  
Gymnastics  
Foundation 

### Describe and explain the governance framework of the organisation, including information about the committee structure of the governing board

British Gymnastics Foundation was incorporated on 28th May 2014, a company limited by guarantee and having no share capital. It was registered by the Charity Commission as a charity on 7th July 2014.

The Charity is governed by its Memorandum and Articles of Association. British Gymnastics Foundation has one member, British Gymnastics.

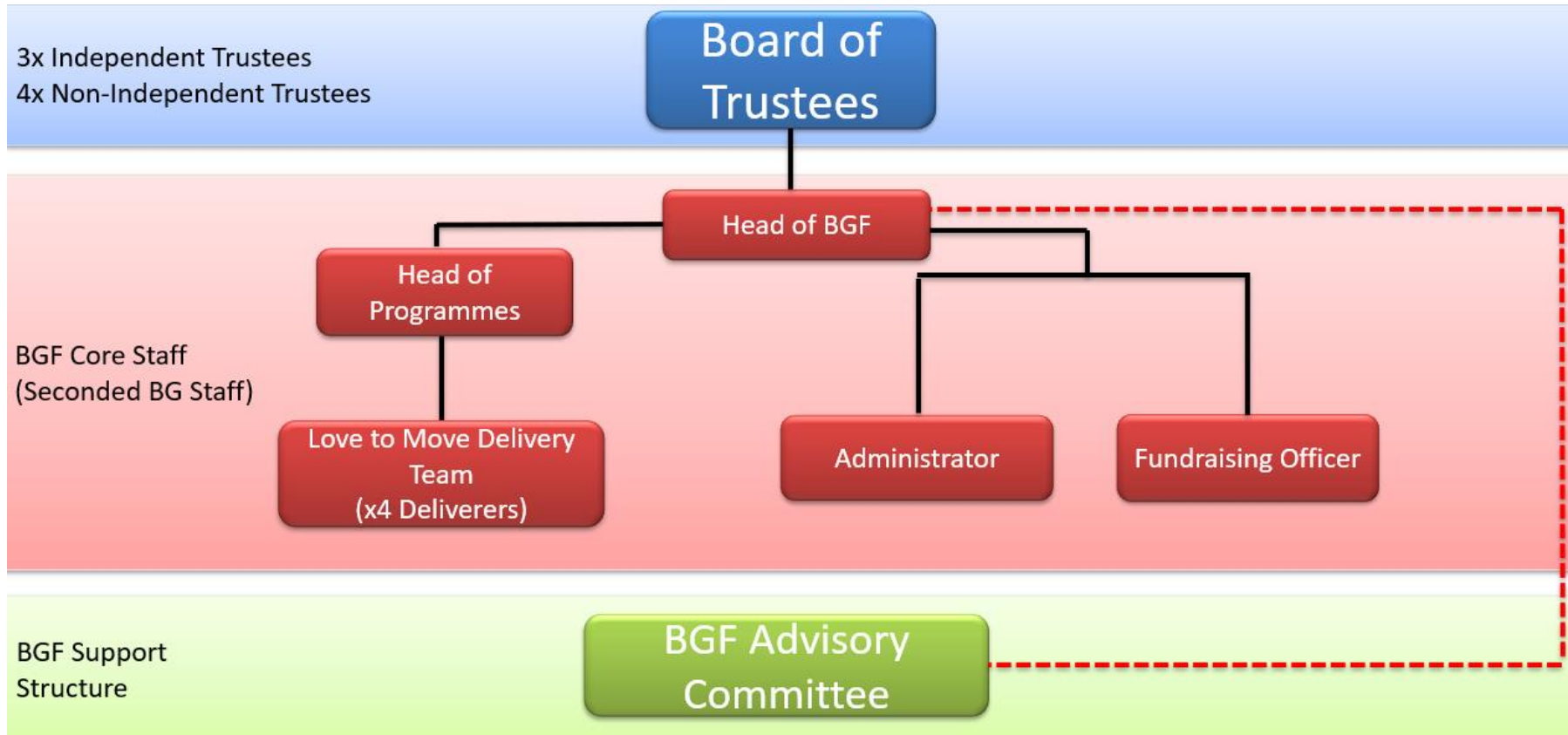
As set out in the Articles of Association, the Trustees are appointed by the sole member of the Charity. In certain circumstances, the Trustees may co-opt further Trustees. Trustees serve for a term of up to three years and retire at the relevant annual retirement meeting, unless reappointed for a second term of up to three years. Trustees may in exceptional circumstances be reappointed for a third term of up to three years.

The Board currently has 7 Trustees (also the directors of the company), with 3 of these Trustees being independent of British Gymnastics (as defined by the Code of Sports Governance). In addition to company law, the role of the Board is detailed in its Terms of Reference and Code of Conduct. The Board has one sub-committee, the Awards Panel, whose role is detailed in the Awards Panel Terms of Reference.

### Disclose any persons or organisations with significant influence over the Board and/or the organisation

British Gymnastics is the sole member of British Gymnastics Foundation (BGF); and is responsible for appointing the Trustees of BGF. The Terms of Reference for Trustees and the Code of Conduct for Trustees both state that all Trustees have to act in the best interests of BGF. Trustees connected to British Gymnastics, because they are a director or employee of British Gymnastics, must still act in the best interests of BGF when they are acting as a Trustee. Where there is a conflict of interest between BGF and British Gymnastics, this must be dealt with in accordance with the BGF Conflicts of Interest Policy and will usually mean that conflicted Trustees cannot be involved in the decision making. The same principles would apply if a conflict of interest arose for a Trustee between BGF and any other organisation they are connected with.

# Our Structure



# Names and biographies for all Board members, identifying their roles on the Board

## Chair

### Jerry Tweddle

Jerry joined the BGF Board at its inception, having a longstanding interest and commitment to gymnastics, initially as a parent and now a Trustee. Jerry's career was in the chemical industry and he has wide voluntary experience as a school Governor, various sports clubs' leadership and coaching, village playing fields committee and Bunbury Watermill Trust.



## Trustees

### Hugh Raymond Phillips BEM

Ray Phillips is a founding Trustee of the Foundation and was elected Chair at its inaugural meeting in 2014. Ray is a Past President and an Honorary Life Vice President of British Gymnastics having served for 8 years at Board level. Ray is a Fellow of The Chartered Management Institute and a Chartered Member of the Chartered Institute of Personnel and Management. In 2018 he was awarded the BEM for his services to gymnastics in Northern Ireland.



### Dr Nicola Bolton

Nicola joined the BGF Board at its inception. Nicola is a Principal Lecturer at Cardiff Metropolitan University, currently seconded to the Quality Enhancement Directorate. Until 2015 she was Programme Director for the MA, Sport Management and Leadership and led the School of Sport on Strategy and External Engagement. She is an active researcher and has evaluated national interventions including Calls 4 Action, Free Swimming and Physical Activity and Young People and has published her research in peer reviewed journals. Prior to re-entering higher education, she has worked for various organisations at senior level including Head of Policy at Newport Council. She was appointed as a member of the Sports Council for Wales and also worked to create a single professional body, CIMSPA serving as a board member of ISPAL and NASD.



### Michelle Fulford

Michelle joined the BGF Board at its inception. Michelle's background is in Human Resource Management and her career began with Epson. After project managing the introduction of a 100 head call centre, Michelle secured a position as Customer Support Manager with Epson. Michelle later moved to Celestica where she programme managed their Apple Account. Before settling at British Gymnastics as Head of HR, Michelle also held an HR Project manager role at PDSA. Michelle worked as Executive Director of Corporate & Community Services at British Gymnastics overseeing Community Services (Customer Support, Volunteering and Relationship Management) and People Services (HR, Integrity and Learning & Development). Michelle became a member of the Institute of Directors (IoD) in 2011 and is a Chartered Fellow of the CIPD. Michelle is currently the CEO of Welsh Gymnastics.



## Simon Kearey

Father of two, Simon joined the BGF board in 2015 after being involved with Cherwell Gymnastics Club and their bid for a new venue. He has experience of both leading and supporting National and Local Charities and through his professional background as an accountant has helped develop and turnaround a number of businesses both in the public and the private sector.



## Louise Fawcett

Louise joined the BGF board of trustees in March 2017. Louise Fawcett is a chartered physiotherapist with over 26 years' experience that includes 19 years of working in elite sport. In 2009 Louise took up her current appointment as Head of Sports Science and Sports Medicine for British Gymnastics, working within the English Institute of Sport. Louise commenced a PhD in October 2016 to undertake research relating to her clinical interest in spinal pain and to consider its impact on the long-term healthcare of athletes.



## Dave Marshall

Dave Marshall has 20 years' experience working within sport and leisure for a range of organisations including, national governing bodies, professional clubs, local authority and active partnership. For the past 10 years he has been working for British Gymnastics and is currently the Director of Participation. Dave has led on a variety of programmes within the sport that have led to a large increase in participation and securing high levels of government support. Prior to this role Dave established a charitable trust with rugby league and worked as the charity manager there.



## Matters reserved for the Board and scheme of delegation

BGF has a specific policy to deal with matters reserved for the Board and the scheme of delegation.

## Conflicts of interest

BGF has a policy to deal with conflicts of interest.

## Meetings

The Board and the Awards Panel both meet quarterly. Additionally, the Board holds extra meetings as required, for example, to determine the Charity's strategy or for training.

## Name the primary governance code that the organisation operates to

BGF operates in accordance with the Code for Sports Governance, with no deviations.

## Nominations Committee

As stated above, the sole member, British Gymnastics, is responsible for BGF's Board appointments, and therefore BGF does not have a Nominations Committee.

## Equality & Diversity

Our Equality policy aims to ensure that anyone participating in or delivering our charitable programmes is able to do so in a discrimination-free environment. It sets out clear principles for us to work by in everything that we do. The recruitment and selection of British Gymnastics Foundation's Board of Trustees is the responsibility of British Gymnastics. In addition, all British Gymnastics Staff are employed by British Gymnastics and seconded to our charity. In board recruitment and staffing, the diversity of British Gymnastics Foundation therefore benefits from the integral involvement of British Gymnastics, which has a robust Diversity Action Plan and is working towards the advanced level of the Equality Standard. In addition to this, in 2020 British Gymnastics Foundation has worked with Board Diversity Consultants to recruit new and more diverse Trustees in 2021.

The gender profile of our Board in 2020 is 57% male and 43% female. The gender profile of our staff is 13% male and 87% female.

## Board and sub-committee evaluations

Board members are annually appraised. In addition, each Trustee takes part in a regular skills evaluation.

## Risk management

The Board understands that identifying and managing risks, both positive and negative, aids good decision making and ensures that the strategic priorities are delivered. The Charity's policy on Risk Management sets out the Board's commitment to addressing risk management, both as part of the overall planning and implementation of BGF's strategy; and also, to support its system of internal controls, as detailed in its policies, including its Financial Regulations.

## Annual review of internal controls framework

The Board conducts an annual review of its internal controls framework.

## Annual independent examination of the financial statements

The Board has discharged all its responsibilities under the Companies Act 2006 in connection with the preparation of the annual financial statements for BGF. The annual financial statements are independently examined and for the year ending 31st March 2019 (and all previous years), the examiner gave a clean report, with no issues.

## Data security

There are no significant lapses or lapses in data security during the reported year or from previous years.

## Induction and ongoing training of Board members

All new Board members receive training from an external provider on their responsibilities as Trustees. They also receive a detailed induction from the Chair, covering all areas of the Charity's governance. Trustees also receive ongoing training, for example, on risk management, GDPR, counter-fraud and money laundering.

## Related party transactions and transactions with group organisations

The Charity's Annual Report details related party transactions including transactions with group organisations.



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[www.britishgymnasticsfoundation.org](http://www.britishgymnasticsfoundation.org)



Transforming lives through gymnastics