

TAKING FORWARD THE BMC ORGANISATIONAL REVIEW REPORT

TERMS OF REFERENCE

1. BACKGROUND.

The addendum to the BMC Organisational Review (OR) Report dated November 2017 will be issued on 2 March 2018 and the National Council needs to determine how it wishes to proceed. As a consequence, it was discussed at the National Council meeting on 17 February 2018 and agreed that the BMC should become compliant with the key elements of the Sport+Recreation Alliance's Voluntary Code of Good Governance, Company Law and Sport England (SE) requirements. Moreover, this should be achieved to meet Sport England's August 2018 requirement of addressing the main outstanding needs on the Governance Action Plan. The argument for this was to ensure that funding was maintained, partners are catered for and that key governance requirements are put in-place for the organization sooner rather than later. Significantly, the OR Report (and Addendum) addressed matters beyond governance and these will need to be grasped in due course.

2. AIM AND SCOPE.

To take forward the Organisational Review Report and its Addendum in 2-stages. The initial stage ('Stage 1') is to gain agreement to those items relating to the key governance requirements and the subsequent stage ('Stage 2') is to address the remainder of items highlighted by the OR Report and its Addendum.

3. OBJECTIVES.

- To determine the timeline associated with gaining agreement to Stage 1 noting the extant requirements in the Memorandum and Articles of Association (M&A) concerning the timing of General Meetings and publication times for Summit et al.
- To identify from the OR Report and its Addendum those recommendations that have a bearing on the SE governance requirements (see SE Governance Action Plan for the BMC).
- Engaging with Emma Moody, Identify the minimum changes needed to the M&A to address the recommendations referred to in the previous point, ie Stage 1.
- In concert with BMC staff, plan a June 2018 General Meeting to address the requirements of an Annual General Meeting and gain agreement to the Stage 1 changes needed to the M&A.
- To recommend the viability of some form of electronic voting for the June 2018 General Meeting, thereby assisting hopefully greater member participation in the Meeting.
- Working with BMC staff, put in-place a communications strategy to sit alongside the key milestones of Stage 1.
- Make recommendations on the methodology for Stage 2.

4. **TIMESCALE CONSIDERATIONS.**

- The NC recognized the short timescale of Stage 1 but felt that it was achievable.
- It is envisaged that a full rewrite of the M&A would be undertaken as part of Stage 2, reflecting the additional changes needed in Stage 2. Emma Moody will be able to advise on this.

5. **COMPOSITION OF THE GROUP.**

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|-------------------|--------------------|-------|
| • Andy Syme | NC Member | Chair |
| • Will Kilner | NC and Exec Member | |
| • Amanda Parshall | Indep Dir | |

The Chair has the authority to invite additional members to join the group if required.