



British Taekwondo Council

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British Taekwondo Council – Board Meeting Summary

Meeting Date: 17 December 2025

Format: MS Teams | Time: 09:03–11:07

The British Taekwondo Council Board met to review governance, strategy, safeguarding, finance and ongoing organisational development. The meeting was confirmed quorate, with apologies received from UKTA and ATUK representatives.

1. Governance & Administration

- Minutes from the 15 October 2025 meeting were approved with no amendments.
 - Most items on the Actions Tracker remain in progress, with new completion dates set for February 2026. These include Board inductions, the Memorandum of Understanding (MOU), website publication of Board papers and the Board skills matrix review.
 - A new 10-year BTC Strategy draft was presented by the CEO and positively received. It will be published by year-end.
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2. Board Composition & Succession Planning

- No Member Organisations currently meet the eligibility threshold for nominating a Board Director or have expressed interest.
 - The Board formally acknowledged the resignation of David Oliver (TAGB) on 14 November 2025 and will write formally to thank him. Succession planning for future Director vacancies continues.
 - Each Director's term-end date was reviewed to support long-term governance and skills planning.
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3. Risk, Audit & Assurance

- Development of a Risk Management & Internal Controls Deep Dive and PESTLE Analysis will continue at the next meeting, led by a Task & Finish Group. Volunteers from Member Organisations may be co-opted.
 - The Audit & Risk Committee (1 Dec 2025) minutes were received with no further comments.
 - Work on a Stakeholder Engagement visual framework will progress via NOMCOM and is now an action item on the tracker.
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4. People, Inclusion & Training

- EDI updates were received, including progress across Moving to Inclusion and DIAP workstreams.
 - Board Induction forms and Board Member Biographies are still outstanding for several Directors. Completion is required for Tier 3 governance compliance.
 - The Board completed two Sports Governance Academy training sessions in November.
 - Additional Board safeguarding training dates have been confirmed for 2026.
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5. Safeguarding & Welfare

- No new welfare or safeguarding incidents required reporting at this meeting.
 - Membership Services continues to manage operational safeguarding matters; future training for Board members is scheduled.
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6. Membership Services

- The Board approved the new Service Level Agreement (SLA) between BTC and Membership Services; the signed version was included in the meeting pack.
 - Work continues on a revised MOU requiring Member Organisations to reaffirm full adoption of BTC policies every two years.
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7. Finance

- November 2025 finance reports were reviewed. No new financial risks or unusual variances were identified. Membership levels remain stable.
 - No new long-term commitments or contracts have been entered into.
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8. CEO Update

Key updates included:

- Continued joint work with BT on BUCS recognition, which may progress later in 2026.
 - Ongoing engagement with the UK Kukkiwon Office and Member Organisations on higher-degree concerns.
 - Progress with Home Nations; BTC is working to reinstate Northern Ireland national recognition.
 - Instructor Course updates aligned with Moving to Inclusion requirements; BTC Tutors will deliver courses from 2026 onward.
 - Latest Sport England funding tranche has been received.
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9. Forward Planning

- Directors discussed future Board meeting dates, including potential afternoon time slots to support wider availability.
- Next scheduled meetings:
 - 11 March 2026
 - 8 July 2026
 - 14 October 2026 (AGM + Board Meeting)