



High Performance Sports Consultants

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CONVENING NOTICE FOR A GENERAL KARATE MEETING

In connection with the creation of a

NEW UNIFIED GOVERNING BODY FOR KARATE IN ENGLAND

All Associations

06 October 2005

Dear Colleague,

A general meeting is called which will be open to each and every Karate Association within England. The purpose of the meeting is to approve and set in motion a new unified governing body for Karate in England. All interested parties should attend.

It has become apparent that it will be necessary to incorporate a company limited by guarantee as Karate England Limited is a company limited by shares and, as such, is not an appropriate vehicle for a national governing body of sport (and in particular cannot receive awards or public funding).

This meeting will take place on Sunday 6th November at 11:00 a.m. for 11:30 a.m. at the following venue:

The James Frances Lecture Theatre
Loughborough University
Loughborough
Leicestershire
LE11 3TU

All parties should note that Sport England's solicitors, Collyer-Bristow will be available to answer any relevant legal questions as and when they arise.

These papers also provide the following information:

1. Meeting agenda
2. The process for electing the Board of Directors to the new company
3. Voting slip
4. Anticipated services of the new unified governing body
5. Acknowledgement slip

1. The Agenda for the meeting is as follows:

1. Apologies
2. Associations present
3. Pre-amble by Nick Halafihi
4. EKGB update by Abdu Shaher
5. Sport England's funding perspective by Philip Don (case officer for Karate)
6. The structure and remit of the new unified governing body
7. Membership criteria
8. Election of Board of Directors
9. Board of Directors remit
10. Implementation of the Whole Sport Plan
11. Any Other Business
12. Date and Time of Next meeting and calendar of events confirmation

2. **THE PROCESS OF ELECTING THE BOARD OF DIRECTORS**

FOR THE

NEW UNIFIED GOVERNING BODY

The approved candidates are listed in the voting table below and are willing to stand for election to the new unified governing body, their curriculum vitae are available on the Pow Wow Website as of 12 October 2005: ngh@powwowsportz.co.uk

Please note that with the CEO and the Management Team being business minded appointments, it is important that the Directors and the Chairman of the Board have a highly specialised karateka background in any or all of the following:

- i. Evidence of Karate leadership over at least 20 years
- ii. Specific Karate experience across Kihon, Kata, and Kumite
- iii. A traditional focus on Karate supported by years of experience
- iv. A competitive focus on the performance element of Karate
- v. Specific evidence of Karate instruction/coaching
- vi. Commitment and reliability in ensuring regular attendance at Board Meetings and major events
- vii. Sound business principles which are supported by your Curriculum Vitae
- viii. Experience in environment (business) change would also be an asset
- ix. Good communication, consultative and negotiation skills would also be beneficial
- x. Genuine experience of corporate governance styles and techniques
- xi. Specific knowledge of Marketing, Commercial enterprise, Finance or Accountancy would be an advantage

Noting all of the above each Association will make 11 votes according to the ratio of 250 divided into their total registered membership figure for 2004 (evidence to be supplied by Pow Wow Sportz Ltd at a later date). The eleven candidates with the most votes will make up the Board of Directors of the New Unified Governing Body with immediate effect.

3. Voting Slip:

Name of Association:

Association address:

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Acknowledged membership: Converted Votes:

<u>#</u>	<u>Standing Candidate</u>	<u>Converted Vote</u>
1	Joe Ellis	
2	Andy Sherry	
3	Bob Poynton	
4	Leo Lipinski	
5	Brian Philcox	
6	Ticky Donovan	
7	Abdu Shaher	
8	Victor Charles	
9	Molly Samuels	
10	Peter Allen	
11	Gary Wasniewski	
12	Mike Dewy	
13	Greg Durant	

Signed: Position:

Print Name:

Date:

4. Anticipated services of the new unified governing body

It is anticipated that the new unified governing body will provide a number of services similar to the ones outlined below and aligned closely with the Whole Sport Plan:

1. A professional system of accountability
2. A new modernised form of Corporate Governance
3. New forms of regular and enthusiastic communication
4. A vibrant new increase in the profile of Karate in England
5. A relevant performance pathway for all Karateka
6. Vibrant education system for all coaches and instructors
7. Increased opportunities for volunteers, ethnic and gender groups
8. Developmental opportunities for referees and instructors/coaches
9. Elite service opportunities for referees and instructors/coaches
10. Regional services and improved structures
11. A genuine development service to all local communities
12. Talent Identification structures
13. Grass roots training and introductory education
14. An increased and regular service to the members
15. Strategies to increase club and Association numbers
16. A dramatic reduction in the registration fees of each member
17. Reduced membership fees
18. Increased athlete support services
19. Increased athlete performance awards
20. The WSP for Karate will provide **A NEW BEGINNING**

In closing, it remains the intention of the Whole Sport Plan Implementation Board and Sport England to unify Karate in England. This new body will in turn have a mandate endorsed by its members to deliver strategic Key Performance Indicators which are in the best interests of each Association and Karate England as a whole. As with all other national governing bodies funded by Sport England this strategy will be implemented in connection with a Whole Sport Plan serving the best interests of “Start, Stay and Performance” elements.

Finally, please note that any Karate Association may attend this meeting but that it is essential that you reply in writing, either by returning the slip (page 5) to the address at the top of the headed note paper or by acknowledging your attendance and details via the email address provided-ng@powwowsportz.co.uk

Thank you for your assistance in these matters and for moving Karate in England forward,

With every good wish,

NGHalafihi

N G Halafihi B Ed Hons
Managing Director

5. Acknowledgement Slip

Delete one of the following statements:

- i. I hereby confirm our attendance at the general meeting where a new unified governing body will be implemented
- ii. Unfortunately, a representative is unavailable to attend the general meeting where a new unified governing body will be implemented but we are very interested with proceedings and send are apologies on this occasion.

For your records:

Association Name:

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Association Address:

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Association Contact Name:

Currently affiliated with (circle the appropriate one): EKGB / ETKB / NAKMAS / NONE

Telephone numbers: Business:

Home:

Mobile:

Email address:

Association Representative Name:

Mobile Number:

Signed: Position:

[Emergency contact number for Nick Halafihi-07808635018](tel:07808635018)