
BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED

(A Company Limited by Guarantee)

UNAUDITED

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED
(A Company Limited by Guarantee)

COMPANY INFORMATION

Directors	David Hadfield Martin Lam Marta Mascarenhas Jonathan Morgan Marcela Ramon Konstantinia Sotiriadi
Registered number	08199521
Registered office	101 New Cavendish Street London W1W 6XH
Accountants	WMT Chartered Accountants Verulam Point Station Way St Albans Hertfordshire AL1 5HE
Bankers	Lloyds Bank plc PO Box 1000 BX1 1LT
Solicitors	Hogan Lovells Atlantic House Holburn Viaduct London EC1A 2FG

BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED
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BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED
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PRESIDENT'S STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2018

The chairman presents his statement for the period.

Dear BISFED Member,

2018 was in so many ways the year in which BISFed came of age. Now 6 years old, we have established boccia as a truly global sport with a full complement of international events. Some of the many highlights of the year included:

- The most exciting and spectacular Boccia World Championships ever with innovative sport presentation including full time television coverage by two national TV networks and overhead cameras to help with refereeing and spectator engagement; 12 of the 32 participating countries won medals, demonstrating the wide appeal and success of our sport;
- Further growth in BISFed's Membership (we now have 74 Members);
- Confirmation by the International Paralympic Committee that boccia will be one of 22 or 23 sports competing in the Paris 2024 Paralympic Games;
- A full programme of 12 sanctioned world ranking boccia competitions – the most ever in a single year;
- Implementation of a fully automated World Ranking system which is updated following every sanctioned competition;
- Completion of a new Classification Database which holds all the relevant information in a safe and secure way and removes the need to keep paper copies of Classification information;
- Roll-out of a new Level 1 Boccia Coaching programme; and
- Certification of 12 more International Referees and 5 International Classifiers.

During the year I have been fortunate to have been present at many of our competitions and I continue to be amazed at the ever higher level of skill of our athletes.

Membership and Growth

Boccia remains the fastest-growing Paralympic sport and is also more widely practised as a leisure activity than ever before. During 2018 we welcomed the following new Members to BISFed: **Austria, Cyprus, Mongolia, Panama and Timor Leste**.

BISFed now has 74 Members and 620 athletes on our World Ranking list. We still aim to have 80 National Paralympic Committees as BISFed Members by the Tokyo 2020 Paralympic Games.

Competition System

The current four-tier Competition System has been fully implemented for the Tokyo cycle. The four tiers are:

- Paralympic Games and World Championships (once per quadrennial)
- Regional Championships (every two years)
- World Open Championships (every year)

- Regional Open Championships (every year)

During the current quadrennial (2017 – 20) we will have sanctioned around 10 boccia competitions every year with a total of 44 planned during these four years. We are particularly pleased with the take-up of places in the Regional Open Championships which provide an entry point for newer BISFed Members and athletes wanting to gain experience of International competition.

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PRESIDENT'S STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2018

It seems invidious to single out one event amongst so many great competitions during 2018, but the highlight of the competition year was the 2018 World Boccia Championships held in Liverpool, England. 32 of our Members qualified for the World Championships of whom 12 won medals. The entire event was televised and streamed live to the world on the internet by the BBC and by NHK in Japan. The quality of boccia on display was outstanding and both television viewers and spectators were treated to some extraordinary sport. We were honoured that Andrew Parsons, President of the International Paralympic Committee was able to join us at the 2018 World Boccia Championships. I want to thank the Host Organising Committee, lead by Boccia UK with the support of UK Sport, for helping us to set a new benchmark for boccia events.

We are of course grateful to all of our Members who have helped by hosting a competition, especially those who have done so for the first time during 2018. BISFed stands ready to help Members wishing to host events, and we encourage all our Members to consider hosting a competition.

During the World Championships in Liverpool we held a meeting with the Members present to discuss whether we should consider modifications to the Competition System for the next Quadrennial. As a result we will survey our Members during early 2019 so as to gather a wide perspective of views regarding possible changes to the Competition System.

We are now able to give more notice of forthcoming competitions and having already announced the schedule of events for 2019. We will announce the events for 2020 as soon as possible. Early in the New Year we will also call for expressions of interest in hosting the World Championships in 2022.

Technical Officials

I am pleased to be able to report that we have trained more Technical Officials to International level, and I thank all our Members who have nominated individuals for our courses. The demand for places remains intense, and the courses are stretching because it is essential that BISFed's Officials are as well trained as the athletes over whom they officiate. During 2018 we have made further strides in developing our team of Technical Officials:

Referees: 12 new International Referees have been trained and certified at courses in Ise and Dubai; and **Classifiers:** 5 new International Classifiers have been trained and certified, and a further 40 completed our basic Classification at courses in Lima, Seoul, Chinese Taipei and Dubai

We will continue the development of ITOs during 2019 and will offer courses in conjunction with several sanctioned competitions.

Development

The BISFed Development Committee has designed and piloted a new Level 1 Coaching Course which will succeed the earlier 'Making Boccia Accessible' (MBA) course. The course aims to provide a standard method for coaching boccia, including a common language for the terms used in the game; boccia rules; how the game is played; strategy; and guidance on how to coach. The Committee has

already delivered the new MBA course to over 65 people in Copenhagen (Denmark), Port Elizabeth (South Africa) and Lima (Peru). The course is available to all BISFed Members, subject to our capacity to deliver. If Members would like to benefit from the course they should contact admin@bisfed.com.

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PRESIDENT'S STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2018

Technology

As I have reported previously, our ability to deliver services to our Members as cost-effectively as possible depends on having effective and up-to-date systems in place. We have designed our operating model so as to maximise the opportunities which modern technology provides. During 2017 and 2018 we have implemented fully the Boccia Competition Management System (BCMS), the automated World Ranking system and the Classification database. As planned, we have now eliminated the need for paper records at competitions. I am also pleased to report that we plan to extend our contract with our technology partner Sport:80 very shortly.

Boccia Rules

It is our practice to review the Boccia Rules at the end of every Quadrennial and to limit any changes during each cycle to an absolute minimum. The Rules Committee meets regularly to consider potential improvements and modifications. The only significant new change which will be implemented from 2019 will be to clarify that adding any 'after-market' substances (such as sticky compounds) to boccia balls will not be allowed.

Governance

In an important initiative to broaden representation of athletes in the running of the sport, we held an election for BISFed's first Athlete Representative during the 2018 World Championships. Kwan Hang Wong from Hong Kong was elected by the athletes to be their representative, and now joins our regular Board Calls. Kwan is designing a process to form a full BISFed Athlete's Council which will be asked to provide BISFed with a representative perspective of athletes' views.

We have also recently invited Mr Seung Hee Kang to join our Board. Mr Kang is the President of the Korean Boccia Federation for the Disabled and also the Chairman and CEO of Autech Group in Korea.

Finally, Members have been notified of the dates for the **2019 BISFed General Assembly (3rd – 5th November 2019 in Povoá de Varzim, Portugal)**. The General Assembly will be held, immediately after the 2019 BISFed World Open Championships in Povoá. In accordance with BISFed's Articles of Association, there will, amongst other important business, be an election for the role of BISFed President. I encourage all Members to hold the date and to take part in the meeting which is BISFed's highest decision-making authority.

Your Board continues to meet regularly by telephone conference call to discuss important business and to review the progress of our projects. We also held our annual face-to-face Board meeting during the 2018 World Championships in Liverpool, kindly sponsored by Boccia UK. All the BISFed Committees continue to meet regularly by telephone conference call, and most were able to meet in person during the 2018 World Championships. I want to pay tribute to the dedicated work of all our Committees.

Importantly, we have recently published for the first time a Code of Ethics as a guide to how we expect the BISFed Family to conduct themselves at all times, and especially during competitions. The Code is a short document and I encourage you to read it – we will take any exceptions that do occur very seriously.

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**PRESIDENT'S STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2018**

When we established BISFed in 2013, we undertook to appoint full time staff as and when we were able, financially, to do so. I am pleased to report that we have reached this point and so, in addition to the consulting services already provided by Dom Tremblay as our Operations manager, we have appointed Katie Ribeiro as BISFed's General Manager and Gustavo Alvarim as Technical Manager. Katie will oversee all of our secretariat functions as well as support the Board (Katie's email will be admin@bisfed.com). Gustavo will attend all of BISFed's competitions (diary permitting) to ensure the smooth running of the BCMS and to support the Technical Delegate in what is becoming an ever more demanding role. Both Katie and Gustavo bring a wide range of sport-related experience and we look forward to their contributions. Accordingly, we say farewell (but not goodbye) to Rich Mallon who has provided such valuable support to us over the past five years. Rich will be returning to a full-time role with Sport:80 but will continue to support BISFed's technology in the background, so he will not be far away.

As in previous years, I can report that your Federation remains in sound financial health due to prudent management of our resources, and I thank our Treasurer and the Board for their support in this regard. We will commence the independent annual inspection of our 2018 accounts early in 2019 and will report back to Members in due course.

Anti-Doping

Anti-Doping has become an even more important subject in sport generally. Members may be aware that the World Anti-Doping Agency (WADA) required all its signatories to complete an extensive questionnaire during late 2017, as a result of which each signatory received a full report on their compliance with the WADA code. As previously reported, and in common with most sports and NPCs, BISFed received a critical report requiring us to rectify a number of shortcomings. I am pleased to report that we have now complied with all WADA's criticisms. In addition, we have taken the following actions:

- During the 2018 World Championships we ran an education programme to help athletes and team members understand their responsibilities;
- From 2019 we will include 'out-of-competition' testing at all competitions, thus broadening the likelihood that athletes will be tested;
- From 2019 we will establish a 'Testing Pool' which consists of the top two ranked athletes in each Classification (i.e. 8 boccia athletes every year who will be required to notify their local Anti-Doping Agency of their whereabouts and submit themselves as required to a random testing programme); and
- From 2019, BISFed will continue its anti-doping education programme by requiring all athletes wishing to enter a BISFed-sanctioned competition to have taken WADA's ALPHA course. This is a very effective on-line course which is part of WADA's anti-doping e-learning (ADeL) programme.

BISFed remains committed to delivering clean sporting opportunities for all its athletes.

2020 Tokyo Paralympic Games

Athletes and teams are of course busy preparing themselves to be selected for the Paralympic Games in 2020. There are still many opportunities to earn valuable World Ranking points towards qualification, including direct qualification for the Gold Medal winners at each of the three 2019 BISFed Regional Championships. The Technical Delegate for Tokyo 2020, Cannie Leung and I have now made two technical visits to Tokyo to prepare for the Games. I can assure those of you who do qualify of the most spectacular sporting experience. We are working hard to make sure the facilities on offer are second to none. The boccia venue is very close to the Athletes' Village, and being brand new will be an exceptional arena for our sport. We continue to work closely with the Tokyo Organising Committee on all the detailed preparation which is needed for the 2020 Paralympic Games.

BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED
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**PRESIDENT'S STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2018**

BISFed's Partners

It would be difficult to achieve as much as we do without the support of our many partners, and I want to thank all of them publicly for all their generous help; in particular:

- Hogan Lovell's who provide all of our legal advice
- Sport:80 our Technology Partner
- Gerflor, who are our preferred supplier of floors for boccia competitions (and who supplied the 'Taraflex' floor for the 2018 World Championships)
- NHK, the national TV broadcaster in Japan who covered the 2018 World Championships ahead of the 2020 Paralympic games
- Giant Arc our branding consultants.

In addition, many of our Members have provided us with help in many ways, (including supporting our ITOs and helping with our Committee work.) We are most grateful to all of them as well as to all our many volunteers.

2019

As we look forward to 2019, I am sure most athletes and Members will be focusing on the short term goal of doing well in next year's competitions with a clear view of what is needed to qualify for the Games in Tokyo in 2020 (or perhaps in Paris in 2024.) Whatever your plans, I wish you every success as well as health and happiness in 2019 and I look forward to seeing you at a BISFed competition soon.

With kind regards,

Name David Hadfield

President

Date 16 September 2019

BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED
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DIRECTORS' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2018

The Directors present their report and the financial statements for the year ended 31 December 2018.

Directors

The Directors who served during the year were:

David Hadfield
Martin Lam
Marta Mascarenhas
Jonathan Morgan
Marcela Ramon
Konstantinia Sotiriadi

Small companies note

In preparing this report, the Directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Board and signed on its behalf.

David Hadfield

Director

Date: 16 September 2019

BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED
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INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS OF BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED
FOR THE YEAR ENDED 31 DECEMBER 2018

We report on the financial statements of the Company for the year ended 31 December 2018 as set out on pages 8 to 16.

This report is made solely to the Directors, as a body, in accordance with the terms of our engagement letter dated 14 August 2019. Our work has been undertaken so that we might state to the Directors those matters which we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and its Board of Directors as a body, for our work, for this report, or for the opinions we have formed.

Respective responsibilities of Directors and Examiner

The Directors are responsible for the preparation of the financial statements. The Directors consider that an audit is not required for this year under Section 477 of the Companies Act 2006 and have decided that an independent examination should be performed.

Having satisfied ourselves that the financial statements of the Company are not required to be audited under Part 16 of the Act and are eligible for independent examination, we report in respect of our examination of the Company's financial statements.

Basis of independent examiner's report

Our examination was carried out in accordance with the terms of our engagement letter. An examination includes a review of the accounting records kept by the Company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

- accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination.

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

WMT

Chartered Accountants
Verulam Point
Station Way
St Albans
Hertfordshire
AL1 5HE

26 September 2019

BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED
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PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2018

	2018 £	2017 £
Turnover	202,992	184,395
Gross profit	202,992	184,395
Administrative expenses	(218,805)	(168,071)
Operating (loss)/profit	(15,813)	16,324
(Loss)/profit for the financial year	(15,813)	16,324

There were no recognised gains and losses for 2018 or 2017 other than those included in the profit and loss account.

There was no other comprehensive income for 2018 (2017:£NIL).

The notes on pages 12 to 16 form part of these financial statements.

BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED

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REGISTERED NUMBER: 08199521

**BALANCE SHEET
AS AT 31 DECEMBER 2018**

	Note	2018 £	2017 £
Fixed assets			
Intangible assets	4	-	13,120
Tangible assets	5	637	635
		<u>637</u>	<u>13,755</u>
Current assets			
Debtors: amounts falling due within one year	6	15,289	16,536
Cash at bank and in hand		150,906	167,612
		<u>166,195</u>	<u>184,148</u>
Creditors: amounts falling due within one year	7	(8,988)	(24,246)
Net current assets		<u>157,207</u>	<u>159,902</u>
Total assets less current liabilities		<u>157,844</u>	<u>173,657</u>
Net assets		<u>157,844</u>	<u>173,657</u>
Capital and reserves			
Profit and loss account	10	157,844	173,657
		<u>157,844</u>	<u>173,657</u>

BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED

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REGISTERED NUMBER: 08199521

BALANCE SHEET (CONTINUED)

AS AT 31 DECEMBER 2018

The Directors consider that the Company is entitled to exemption from audit under section 477 of the Companies Act 2006 and members have not required the Company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the provisions of FRS 102 Section 1A - small entities.

The financial statements were approved and authorised for issue by the Board and were signed on its behalf by:

David Hadfield

Director

Date: 16 September 2019

The notes on pages 12 to 16 form part of these financial statements.

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**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 DECEMBER 2018**

	Profit and loss account £	Total equity £
At 1 January 2017	157,333	157,333
Comprehensive income for the year		
Profit for the year	16,324	16,324
Other comprehensive income for the year	-	-
Total comprehensive income for the year	16,324	16,324
Total transactions with owners	-	-
At 1 January 2018	173,657	173,657
Comprehensive income for the year		
Loss for the year	(15,813)	(15,813)
Other comprehensive income for the year	-	-
Total comprehensive income for the year	(15,813)	(15,813)
Total transactions with owners	-	-
At 31 December 2018	<u>157,844</u>	<u>157,844</u>

The notes on pages 12 to 16 form part of these financial statements.

BOCCIA INTERNATIONAL SPORTS FEDERATION LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

1. General information

Boccia International Sports Federation Limited is a Company limited by guarantee registered in England and Wales, United Kingdom. The registered office address is shown on the Company information page.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies and in accordance with Section 1A of Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland, the Companies Act 2006 and FRC Abstracts.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgment in applying the Company's accounting policies.

The following principal accounting policies have been applied:

2.2 Revenue

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Company and the revenue can be reliably measured. Revenue is measured as the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes. The following criteria must also be met before revenue is recognised:

Grants are recognised in the profit and loss account when received or when the conditions for receipt have been met.

Members subscriptions are recognised when receivable.

Competition Income is recognised when it is receivable from member nations.

2.3 Intangible assets

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

All intangible assets are considered to have a finite useful life. If a reliable estimate of the useful life cannot be made, the useful life shall not exceed ten years.

2.4 Tangible fixed assets

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

2. Accounting policies (continued)

2.4 Tangible fixed assets (continued)

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Computer equipment	- 50% Straight line
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2.5 Debtors

Short term debtors are measured at transaction price, less any impairment.

2.6 Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

2.7 Creditors

Short term creditors are measured at the transaction price.

2.8 Financial instruments

The Company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors.

Debt instruments that are payable or receivable within one year, typically trade debtors and creditors, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received.

2.9 Pensions

Defined contribution pension plan

The Company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Company pays fixed contributions into a separate entity. Once the contributions have been paid the Company has no further payment obligations.

The contributions are recognised as an expense in the Statement of Comprehensive Income when they fall due. Amounts not paid are shown in accruals as a liability in the Balance Sheet. The assets of the plan are held separately from the Company in independently administered funds.

3. Employees

The average monthly number of employees, including directors, during the year was 7 (2017 - 6).

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

4. Intangible assets

	Computer software £
Cost	
At 1 January 2018	32,800
At 31 December 2018	<u>32,800</u>
Amortisation	
At 1 January 2018	19,680
Charge for the year	13,120
At 31 December 2018	<u>32,800</u>
Net book value	
At 31 December 2018	<u><u>-</u></u>
At 31 December 2017	<u><u>13,120</u></u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

5. Tangible fixed assets

	Computer equipment £
Cost or valuation	
At 1 January 2018	2,161
Additions	807
At 31 December 2018	2,968
Depreciation	
At 1 January 2018	1,526
Charge for the year on owned assets	805
At 31 December 2018	2,331
Net book value	
At 31 December 2018	<u>637</u>
<i>At 31 December 2017</i>	<u>635</u>

6. Debtors

	2018 £	2017 £
Trade debtors	15,247	16,536
Other debtors	42	-
	<u>15,289</u>	<u>16,536</u>

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NOTES TO THE FINANCIAL STATEMENTS
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7. Creditors: Amounts falling due within one year

	2018	2017
	£	£
Trade creditors	6,182	7,647
Other creditors	435	-
Accruals and deferred income	2,371	16,599
	<u>8,988</u>	<u>24,246</u>

8. Company status

The Company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

9. Controlling party

There is no ultimate controlling party in this year or the prior year.

10. Reserves

Included in reserves are monies received for restricted projects totalling €5,760 (2017 : €nil).

All other reserves are available without restriction.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.