

**UKA Board Meeting
Athletics House, Alexander Stadium
4 July 2018**

Attendees: Richard Bowker (SRB) – Chair
Niels de Vos (NdV)
David Bedford (DB)
Gordon Arthur (GA)
Sarah Rowell (SR)
Penny Avis (PA)
Jonathan Orr (JO)
Peter Taylor (PT)
Jason Gardener (JG)

In attendance Cherry Alexander (CA)
Neil Black (NB)
Nigel Holl (NH)
Sarah Coffey (SC)

Apologies Anne Wafula-Strike (AWS)

18/57 Welcome, apologies & conflicts of interest

SRB welcomed everyone to the meeting. Apologies were received from AWS. There were no new conflicts of interest.

18/58 Minutes of the meetings 9 May 2018

The minutes of the meeting 9 May were approved as a true record.

The minutes for publication on the UKA website will be circulated for approval following the meeting.

18/59 Matters arising from meeting 9 May 2018

The matters arising from the meeting 9 May 2018 were discussed and either included within the agenda, completed or closed.

18/60 Chairs Note

The Chairs note was taken as read and noted.

18/61 Board Committees

Audit Committee - PA

PA gave an overview on the Audit Committee meeting held 3 July. The Board noted that the Auditors had confirmed the year end audit had gone smooth and

the Auditors would be issuing an unqualified audit opinion. The Audit Committee had noted the Management Accounts for May. An update on UKA's compliance with GDPR was also provided.

Jockey Clubs Services Proposal

The Audit Committee had discussed a proposal from the CFO following the discussions he had had with the Jockey Club. The Audit Committee had agreed that further discussions should take place before coming back to the Audit Committee first and then the Board.

HR Remuneration Committee - GA

GA provided an update on the meeting held on the 13 June:

- The Equality, Diversity and Inclusion report was discussed.
- The Action Plan from the Staff Survey and All Colleague Day was reviewed.
- Training and Development Report was reviewed. This work is ongoing.
- Succession Planning Report and Policy was reviewed. Further work is being undertaken on this before it comes back for approval.
- Policies for approval:
 - The ED&I Policy was approved and recommended that the Board approve. The Board approved the ED&I Policy.
 - The Head Office House Rules policy was approved, subject to one minor amendment. This policy does not require full Board approval.
 - The Engaging Volunteers Policy and Succession Planning Policy require further amendment and will be re-submitted to a future meeting.
- The Duty of Care Steering Committee has previously reported into the HCAF CEO forum. After some discussion, the Committee agreed that the minutes should come to the HR Remuneration Committee and that an annual presentation would be considered after initial attendance at the September 2018 meeting of HR Remuneration Committee.
- A discussion took place with regards to incentive plans. SRB will brief the Board further in due course. **Action:** SRB

18/62 Strategy for Athletics in the UK

SRB updated the Board on recent discussions with the Home Country Athletic Federations and the UKMC since the last meeting. Whilst it had been the intention to proceed with a sport wide consultation on a strategy for athletics in the UK, the Chairs of UKA and the Home Countries had met on the 30 June immediately prior to the British Championships to consider an alternative process, namely to see if a consensus could be reached amongst all parties as to how the future organisation of the sport might look before issuing any form of consultation.

The Board discussed this matter at some length and there was a strong preference for working in collaboration with the HCAFs if at all possible. After careful consideration, it was agreed that the principles discussed at the meeting with the HCAFs on the 30 June would be written up, circulated to the Board then discussed with the HCAF Chairs. It was also agreed that when reverting to the HCAFs, there would also be a proposal to enshrine any principles agreed in the form of a Memorandum of Understanding ("MOU"). Finally, it was noted that although this was the desired way forward, it was also vital to maintain momentum and contingency planning would also need to be undertaken.

SRB to prepare first draft of the principles to form the basis of any MOU and share with the Board before sharing with the HCAFs. **Action:** SRB

18/63 Digital & Commercial Strategy

NdV gave a detailed background to the brief that had been issued for support to help UKA develop a Digital Strategy and then updated the Board on the outcome of the subsequent tender process. NdV requested the Board approve funding for an external consultancy team to create a detailed digital and commercial business plan to inform plans for 2020 onwards.

After careful consideration, the Board agreed to make the requested funds available to support the creation of a comprehensive Digital & Commercial Strategy. **Action:** NdV

The Board also discussed a variety of other initiatives with regards to its commercial strategy and the effectiveness of the resources currently being deployed to the support the delivery of them.

18/64 UK Sport Consultation for Paris Cycle

NdV updated the Board on the UK Sports Public Consultation for the Paris cycle. the recommendation of the Executive Team was to continue with the current 'no compromise' model. A detailed discussion took place with regards to the pros and cons of various models and after careful consideration the strong majority view was that the current model should be continued for the Paris cycle and that this should be communicated to UK Sport. **Action:** NdV

18/65 Financial Statements

The Audit Committee recommended that the Board approve the Financial Statements subject to a few minor changes. The Board approved the Accounts

and delegated to the Audit Committee to make any final changes required for completion. **Action:** JO

The Related Parties were reviewed. JO confirmed there would be a new format for 2019.

18/66 Performance Presentation - NB

Loughborough Contract – NB asked the Board to approve a purchase order for rental for facilities and office hire at Loughborough. SR asked for clarity on the current status of the contract. NB confirmed that the Agreement with Loughborough was a rolling 12 month agreement The Board approved the contract.

NB to forward contract to PA to review and to add to contracts schedule. **Action:** NB.

NB presented a number of options currently being considered for para athletes support notably with regards to guide runners. **Action:** NB

18/67 Commonwealth Games Presentation - NB

NB presented his feedback on the performance of each Home Country at 2018 Commonwealth Games. He drew on comparisons from 2014 and 2018 Commonwealth Games and the performances of medallists on WCPP and those who are not. Following the presentation the Board discussed the feedback and the key learnings provided by NB.

The Board then discussed the athlete entries for the British Championships and noted the view of the Executives that the various processes has been correctly followed. SRB asked for a review to be undertaken to look at the process regarding athlete entries for the recent British Championships so as to ensure consistency with the rules, as well as to see if there were any learnings for future selection policies. **Action:** NdV, NB & CA.

18/68 Commercial Events - CA

CA gave an update of recent and forthcoming events:

British Championships - CA gave an overview of the British Championships and highlighted some key performances.

Athletics World Cup - The launch of the Platinum Trophy and the GB & NI Team announcement will take place on 5 July. CA confirmed the agreement to show the Football World Cup Final in the stadium before the event starts.

Muller Anniversary Games – A new Millicent Fawcett women's mile will be launched at the Anniversary Games.

NdV updated the Board on the current position with regards to ticket sales for all events and the plans in placed to ensure continued demand and sales..

Action: NdV / CA

18/69 Any Other Business

2022 European Championships – The Board agreed that SRB should respond to Svein Arne Hanson, European Athletics President to confirm that UKA would not be able to support a bid for the European Championships to come to the UK in 2022 together with the reasons why.

Audit Committee Terms of Reference – The Board approved the Audit Committee Terms of Reference.

18/70 Date of Next Meeting

Wednesday 12 September, 10 am - Birmingham