

**UKA Board Meeting  
Chesford Grange, Kenilworth  
5 December 2018**

**Attendees:** Richard Bowker (SRB) – Chair  
David Bedford (DB)  
Gordon Arthur (GA)  
Sarah Rowell (SR)  
Penny Avis (PA)  
Nigel Holl (NH)  
Jonathan Orr (JO)  
Anne Wafula-Strike (AWS)  
Peter Taylor (PT)  
Jason Gardener (JG)

**In attendance** Cherry Alexander (CA)  
Neil Black (NB)  
Sarah Coffey (SC)

**Apologies:** None

**18/103 Welcome, apologies & conflicts of interest**

SRB welcomed everyone to the meeting. No apologies were received. There were no new conflicts of interest reported.

**18/104 Minutes of the meetings 24 October 2018**

The minutes of the meeting 24 October were approved as a true record, subject to the additional wording below.

- Resign NdV from the Board and replace with NH as a *statutory director of the company*

The minutes from the meeting 24 October 2018 for publication on the website were approved.

**18/105 Matters arising from meeting 24 October 2018**

The matters arising from the meeting 24 October 2018 were either included on the agenda of the meeting or discussed and / or closed with the following actions:

- **Board Members acting as consultants** – SRB circulated a policy which was approved by the Board.
- **Freedom of Information Request** – A copy of the report and letter was circulated to the Board
- **London Stadium Contact** - Agree contract with LLDC – draft contract received, covered in CEO report
- JO to make the following changes:
  - Resign NdV from the Board and replace with NH – Companies House informed
  - Replace NdV on Bank Mandate with NH – Bank informed
  - Inform UK Sport and Sport England change in Accountable officer from NdV to NH. Both UKS and Sport England have been updated on change of accountable officer.

#### **18/106 Chairs Update**

##### Policy on Board Members acting as Consultants

SRB circulated a draft policy with respect to Board Members acting as Consultants to UKA from time to time. The draft policy was that as standard practice, Board Members should not also act as consultants.

The Board approved the policy as proposed by the Chair.

#### **18/107 Reappointment of Director**

The Board were unanimous in the support of AWS to be appointed for a further 4 year term. **Action:** JG to notify UKMC of appointment at UKMC on 14 December 2018.

#### **18/108 Committee Update**

POC Meeting – SR gave an update on the POC meeting held 20 November noting:

- Restructuring of staff since the departure of Mike Cavendish working well.
- NB/PD comfortable with where the athlete performances were in the cycle
- KJ Team Leader at World Championships 2019.
- Athlete/Coach changes to be noted at the POC meetings and ensure due diligence if followed.

- Oregon review findings include independent experts will attend once a year, this has been extended to invite to all POC meetings. UK Sport also have a standing invitation to attend.

### **18/109 Strategy**

An extensive discussion on the state of discussions with UKMC and HCAFs with respect to the development of a new strategy for the sport of athletics took place over dinner on the 4 December

### **18/110 Matters raised for Discussion/Approval**

#### Athletics World Cup

NH noted the sub group of the Board which had met following the last Board meeting. . NH & Nigel Garfitt (interim CEO IAAF) are looking to hold a meeting ideally before Christmas.

DB noted that one of the lessons for future editions is to ensure better engagement and communication with shoe companies from the outset and during the planning phase. All agreed that this was vital and NB noted that from a Performance perspective, in order to get the best athletes to attend, then the position in the calendar is vital. NH acknowledged all these concerns and confirmed they would be factored into the discussions with the IAAF.

Next steps NH/SRB to follow up with IAAF to gauge level of commitment and offer further information. **Action:** NH

### **18/111 Event Strategy – Cherry Alexander**

CA gave an overview on the Event Strategy for 2019 – 2023, highlighting the Muller Anniversary Games for 2019 & 2020 and the confirmation of seating configuration at the stadium for the next two years.

SR asked if there was data to show that people had “made a choice” between AWC & MAG. **Action:** CA to get data from Goodform

After some discussion, CA agreed to investigate launch dates to take on board the feedback from Board. **Action:** CA

### **18/112 Ticket Factory Ticketing Tender**

CA gave an overview on the recommendation to appoint Ticket Factory as the ticketing supplier for 2019-2021.

The Board discussed and suggested a reassurance call with Ticket Factory's CEO is sought with members from the Board. **Action:** GA/SRB & NH

### **18/113 Performance and Talent Strategy – Neil Black**

NB gave an overview on the proposed future direction and priorities for Performance and Talent post 2020.

The Board discussed the paper and the proposed principles and supported the implementation in Q1 2019.

AWS asked for the Para principles for the Para programme to be identified separately within the paper. The Board agreed. **Action:** NH/NB/SR

### **18/114 CEO Report**

The CEO report was taken as read and noted.

London Stadium – NH confirmed that he had received the draft contract from E20/LLDC which was with Farrers for review. NH added that an announcement was still looking likely before the 12 December. The Board reconfirmed delegated authority to NH to sign contract and for announcement to be made subject to confirmation from lawyers.

Digital – Stephen Nuttall and Alex Balfour meetings with HCAFs and partners have been set up. An initial report is expected in 3 months and will be presented to the Board (March 2019?). GA to meet with Stephen & Alex. SC to arrange link up. **Action:** SC

Project Performance – NH confirmed no impact on UKA rights with BBC as excluded from discussions. NH would provide an update to the Board at a future meeting.

The Commercial rights with Team GB/BOA for NGBs continue to be pushed.

Muller – the new Muller contract is expected to be signed w/c 10 December. PA to review final contract. **Action:** PA

JCS – NH noted the process with JCS had started and communication to affected staff had been handled well.

Alexander Stadium – NH reported on the recent Stadium Project Meeting with the key issue being :

- Seating capacity post Commonwealth Games - NH will keep the Board updated on emerging thinking with regards to seating capacity including during Games time and post the event in legacy mode.

### **18/115 SLT Reports**

The Senior Leadership Team reports from the Performance Director, Major Event Director, & Chief Financial Officer and the Domestic Competition report were taken as read and noted.

#### Performance

**Condition 6** - NB confirmed that headline feedback on Condition 6 had been received and this looked favourable. Verbal feedback from the reviewers is that athletics will not be called back to a panel.

**WCPP Funding** – NB noted that one athlete had turned down a place on the WCPP relay programme due to the impact on individual performance.

**BOA Preparation Camp** – NB suggested confirming the £125k contribution to Olympic Preparation Camp. NB said that savings within the budgets had been made to cover this. The Board agreed.

#### Major Events

**Outdoor Championships** – CA to pick up on discussions with alternative venues re hosting outdoor Championships for 2020/21

### **18/116 Finance & Governance Report**

Finance & Governance Report was taken as read and its contents noted.

**Board sub-committee Chairs** – The Board reconfirmed the Chairs for the sub committees:

- Audit Committee – Penny Avis
- HR Remuneration – Gordon Arthur
- Performance Oversight Committee – Sarah Rowell

**HR Remuneration Committee Terms of Reference** – The Board agreed to the changes recommended in section 4a & section 10.

**Board Meeting Planner** – The Board reviewed and approved the 2019 Board Meeting Planner.

**18/117 Board Appraisal Review and Skills Matrix**

SRB prepared a paper following feedback for Board Directors and suggested holding a detailed conversation at the January Board meeting. **Action:** SRB to add to agenda.

**18/118 Date of Next Meeting**

Tuesday 10 December – 9am via Conference Call  
Wednesday 30 January – 10 am, Alexander Stadium