

**UKA Board Meeting  
UK Athletics, Alexander Stadium  
30 January 2019**

**Attendees:** Richard Bowker (SRB) – Chair (items 1 – 4)  
Sarah Rowell (SR) – Chair (items 5 – 14)  
David Bedford (DB)  
Gordon Arthur (GA)  
Penny Avis (PA)  
Jonathan Orr (JO)  
Anne Wafula-Strike (AWS)  
Peter Taylor (PT)  
Jason Gardener (JG)  
Nigel Holl (NH)

**In attendance** Cherry Alexander (CA) (items 1-9 only)  
Neil Black (NB) (items 1-9 only)  
Sarah Coffey (SC)  
Dave Wagg (DW) (item 7 only)  
James Watts (JW) (item 7 only)  
Paul Robinson (PR) (item 7 only)  
Ashley Holland (AH) (item 7 only)

**Apologies:** None

**19/1 Welcome, apologies & conflicts of interest**

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

**19/2 Minutes of the meetings 5 December 2018**

The minutes of the meeting 5 December were approved as a true record, subject to a small grammatical change to the wording in section 18/108 and move NH from in attendance to an attendee.

The minutes from the meeting 5 December 2018 for publication on the website were approved subject to adding *independent experts* in section 18/108

The minutes from the conference call held 11 January 2019 were approved as a true record.

### 19/3 **Matters arising from meeting 5 December 2018**

The matters arising from the meeting 5 December 2018 were either included on the agenda of the meeting or discussed and / or closed with the following actions:

- Goodform to review data for AWC & MAG to show number of people who had “made a choice” between the two events
- Para Principles for Performance and Talent Strategy to be identified separately within strategy document. This will be built into future work
- GA to meet with Stephen Nuttall and Alex Balfour. Meeting set for 12 March.
- Board Appraisal Review & Skills Matrix – A couple of gaps when looking at average scores on Board skills. SR to review going forward.

### 19/5 **2019 Delivery and Priorities**

NB gave an update on the 2019 deliverables in the following areas:

- **Talent Pathway** – with the strategy complete including full support and buy in from the Home Countries, the next step is to drive the delivery of the strategy,
- **Performance Review and Paris Submission** – the outline paper presented to the December Board is moving forward from which the Paris Funding bid to UK Sport will be developed for March 2020.

Terms of Reference to be drafted and circulated to POC for approval as delegated authority from the Board. **Action:** NB

- **Coaching Review** – This would be separate to the Performance Strategy review but would feed into the overall Strategy. A Steering group will be set up.

The Board discussed the proposed way forward with NB being asked regarding funding to carry out the reviews. NB confirmed that budget has been set aside for the steering groups and reviews / engagement of consultants and that support from UK Sport was likely for the coaching review. For the Talent pathway, budget for 2019/20 is already factored into the budget process (as per previous Board) NB expected this to be a 6-8 week process.

The Board endorsed the way forward.

Terms of Reference to be drafted and circulated to POC for approval as delegated authority from the Board. **Action:** NB

- **Event & Performance Priorities** - NH confirmed that the Event strategy was still a major focus with MAG being the priority for 2019, along with other priorities in addition to the Performance & Talent reviews – our other events, performance preparation (inc World Championships for Doha, Dubai etc.)

## **19/6 CEO Report**

CEO Report was taken as read and its contents noted.

### Celtic Nations Grants

NH asked the Board to confirm their approval to pay the Celtic Nations grant payments, which are the last under the current agreement. The Board confirmed they were happy for the payments to be made.

### Race to Work Charter

The Board agreed to endorse the Race to Work Charter. GA noted that the Executive sponsor should be changed to NH as CEO rather than GA & AWS.

**Action:** NH

### Rule Change

The Board formally approved the rule change on mixed graded races (previously approved by email)

### Strategy

NH updated the Board on discussions with Home Country CEOs on An Athletics Nation (AAN) and an invite to attend a CEO Forum in Edinburgh in February. The AAN has been reviewed by all Home Country Federations but nothing has yet been received by UKA, **Action:** NH

DW, JW, PR & AH joined the meeting

## **19/7 Alexander Stadium Development**

NH introduced DW (BCC), PR (Mace), AH (Mace) & JW (Arup) who explained the plans for the development of Alexander Stadium and the legacy of the site post Commonwealth Games 2022.

Construction on the site will begin January 2020 (with potential for some demolition of existing stands prior to that) and be finished August/September 2021.

The Board thanked DW, PR, AH & HW for their very informative presentation. DW, JW, PR & AH left the meeting

**19/7 Budget 2019/2020**

JO highlighted the 2019/20 draft budget, JO noted that work is still ongoing to bring a final proposed budget to the next Audit Committee.

The reserves policy is being revisited and linked to the risks. **Action:** JO

**19/8 CFO Report**

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

Other Directorships

JO noted the other Directorships held by SRB and proposed the following changes:

- **AWC Ltd** – resign SRB & NdV and appoint NH
- **Track & Field World Cup Ltd** – resign SRB & NdV and appoint NH
- **London Championships Ltd** – resign SRB and appoint SR.

The Board approved these appointments.

Jockey Club Services

JO noted challenges with the implementation of JCS and the upgrades on the IT infrastructure which will add additional costs of approx. £9-10k. JO stressed that this would not impact on the launch date of 1 April 2019.

Management Accounts

JO presented current year end forecast

Staff Survey

The 2019 Staff survey will be carried out in Q4.

**19/9 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

**Relay Programme** – NB updated on the Relay programme noting that a Sprint Relay Programme Manager had been appointed as the first point of contact for relays. Stephen Maguire is still the lead and an internal reorganisation will take place following the departure of Christian Malcolm.

#### Major Events

**Outdoor Ticket Sales** - CA will update the Audit Committee on 5 March on the outdoor ticket sales once general sale and European Indoor Championships in Glasgow have taken place.

#### Charity Partner

Right to Play have been the Charity Partner for the past few years and these arrangements have now has come to an end. NH suggested looking at Charity Partners linked to our events and related to athletics. CA has been approached by Connie Henry (ex athlete) who has founded the Track Academy. The Board discussed the options for a Charity Partner and a paper should be submitted to the Board with a recommendation. **Action:** CA/NH

#### Operations

The Board asked JO for Values updates to be included in future reports. **Action:** JO

### **19/10 UKMC**

SR gave an overview on each of the conversations with all Home Country Chairs and will be attending a meeting on 13 February and the UKMC meeting on 15 February. The Board discussed the need to make relationships work and to move the sport forward.

SR said as part of a communication with the Sport, she had discussed and agreed a regular 1-page communication to the sport via Athletics Weekly as had been done in the past (to be discussed with AW on 16 February). A stakeholder plan is also to be developed and discussed at the March Board meeting. **Action:** SC to include on March Agenda. JO/Liz Birchall to develop a plan on stakeholder management & engagement.

SR suggested redacted minutes of the UKA Board meetings (as they are published) be sent to UKMC members.

#### **19/11 9 Points Mediation**

SR noted the 9 points which were agreed following the Mediation. Some of the points have already been actioned, however points 4, 5, 6 & 7 need to be discussed further to move forward. The Board supported SR to progress items 6 & 7 to help get relationships working and for items 4 & 5 to be discussed once a new Chair is appointed.

NH stressed that we should be focusing on true joined up work rather than demonstration type projects - and the talent, and potentially commercial areas offer that opportunity now.

SR will update the Board post the 15 February meeting.

#### **19/12 Board Committees Membership**

SR reconfirmed the membership of the sub-committees.

- **Audit Committee** – PA, PT & MA. SR will attend when possible.
- **HR Remuneration Committee** – GA, AWS. The Board approved the membership of the HR Remuneration membership being two in the interim period rather than 3 (with quorum remaining at two)
- **Performance Oversight Committee** – SR, AWS & DB. The Board agreed that SR would continue to Chair the POC.
- **Commercial sub group** – PA, PT, NH & JO. The Board approved the continuation of the members and agreed the subgroup meets on an adhoc basis rather than making it formal but suggested a note as to what the group looked at. This group does not have delegated authority and acts as an advisory group only. **Action:** NH

#### **19/13 Any Other Business**

ED & I Training – GA noted the need to re-engage with the ED&I training. SR/NH & GA to discuss with Donna Fraser what's involved before setting future dates. **Action:** NH/SR/DF

#### **19/14 Date of Next Meeting**

Wednesday 20 March – 10 am, Alexander Stadium