

**UKA Board Meeting
UK Athletics, Alexander Stadium
23rd July 2019**

Attendees: Chris Clark (CC) – Joint Chair
Sarah Rowell (SR) – Joint Chair
David Bedford (DB)
Penny Avis (PA)
Gordon Arthur (GA)
Jonathan Orr (JO)
Anne Wafula-Strike (AWS)
Nigel Holl (NH)

In attendance: Cherry Alexander (CA)
Neil Black (NB)
Ellen Neal (EN)
Stephen Nuttall – Commercial Director (Item 5 only)

Apologies: Jason Gardener (JG)

1. Welcome, apologies & conflicts of interest

SR welcomed CC as Chair and welcomed everyone to the meeting. Apologies were received from Jason Gardener. There were no new conflicts of interest reported. SR confirmed that she was now back on the board of London Marathon Events Ltd.

2. Chairs update

In opening the meeting CC raised some observations from his early days at British Athletics, noting the following:

- The appointment process for additional INEDs will be starting soon. One of whom will have a skill set to replace Peter Taylor and be a member of the Audit Committee; the other someone with an athletics performance background. PA confirmed that she would be running the processes from an Athletics Appointment Panel secretarial point of view and the adverts will go live by end of July, with the recruitment process running over the summer. Interviews taking place by the start of October.
- He has a day arranged with UK Sport on 1st August.
- He had had a beneficial meeting with HCAF Chairs at MAG.
- He was keen to ensure that British Athletics use of consultants and freelance staff is well understood and appropriate.
- While the BA communication efforts were well run and managed, there are key digital media opportunities which need to be embraced to make sure that our sport is seen in a more dynamic way, the way other sports are seen.
- The Purpose and Values set out in the 'An Athletics Nation' document are sound and provides a good start point for the organisation going forward.

- He wants to continue to foster a really positive spirit in the team in Birmingham as staff there are putting in some really good work with some interesting projects.

CC explained that these are his early observations and they are not exhaustive.

SR confirmed that the conversation with HCAF had been very positive, including quite a bit of time talking about developing the sport and focused on athletics not governance.

3. Minutes of the meeting 19 June 2019

The minutes of the Board meeting on 19 June were approved as a true record subject to a change for the Classification item. AWS agreed to write the wording to be included in the Coaches Code of Conduct to include International Misrepresentation. NH confirmed that this is currently with David Brown who was completing a legal review.

4. Matters arising from meeting 19 June 2019

The matters arising from the meeting 19 June 2019 were included on the agenda of the meeting or discussed and / or closed. The summary Matters Arising document was provided in the Board pack.

SR handed the meeting back to CC.

5. Presentation and discussion with Stephen Nuttall – Commercial Director

SN joined the meeting and NH introduced SN to the Board. SN gave a presentation (slides were provided in the Board pack) and presented the charts.

Action: Slides to be shared with Board (NH).

6. Approval of Financial Statements year ended 31st March 2019 (JO)

JO – covered in point 8

7. Management Action Plan – Cost Reduction (JO)

JO focused on the tables within the report which summarised where the organisation was in broad terms for targeted cost savings.

PA clarified that while it was not a legal requirement to adhere to the reserves policy, it was good governance. The BA current reserves policy is based on a figure of £2.45m, therefore if reserves are predicted to fall below that then management action should be considered.

JO reported that SLT and wider operational team/budget heads had contributed to the paper outlining possible cost savings.

CC suggested we operate to the following clear principles with agreement from the Board:

1. We do not wish to not breach the reserves policy as it stands.
2. Management need to take a pragmatic view around timetabling and process of managing cost savings

All Board members were in agreement.

Action: Management plan updated to include risks after second consultation process (JO/NH) to be reported back to Audit Chair and the September Board.

Action: To create a Mini Risk Register addressing any cuts/saving – (PA/JO).

8. Audit Committee report (PA) / Approval of Financial Statements year ended 31st March 2019 (JO)

PA gave a brief update on the recent Audit Committee meeting, noting that she had held closed session with the Auditors without management presence. On the basis of this BA are expecting a clean audit opinion with a small number of non-material adjustments to be made to JO's report.

Lee Dakin had given a GDPR presentation to the Audit Committee which also addressed the potential commercial opportunities through the Power of 10. PA reported that she felt there is a potential for commercial sponsorship in the Power of 10.

JO raised the key points around the accounts. JO asked for Board approval of the Financial Statements. JO asked if everyone was comfortable with the strategic report, Directors report and corporate governance in the EDI areas.

PA confirmed that this year's accounts had been completed much earlier than last year and thank the finance team for their work in this area. She requested approval of the accounts subject to any minor changes being non material which could be fed back to her.

JO advised that once completed/amended these Accounts will be filed with Companies House.

PA requested approval from the Board for the previously circulated revised UKMC Code of Conduct **which was unanimously agreed**. She also noted that she would be bringing a revised Audit Committee terms of reference back to the Board, to include that the Audit Committee has responsibility for ensuring that proper inductions happen for Members Council individual members, that the Code of Conduct has been signed and that the UK Members Council conducts an annual self-assessment.

Action: PA to revise the Terms of Reference for the Audit Committee and present back to the Board for approval

9. Selection Policies approval:

- a) Olympic Games Tokyo 2020
- b) Paralympic Games Tokyo 2020

SR noted that the Board devolve signing off of all selection policies to the POC other than those for the Olympics/Paralympics and World outdoor Championships

The Paralympic policy proposed has full POC and Athletes Commission support and requires final approval from the Board. **The Board approved the Paralympic Selection Policy.**

The Olympic Policy had two issues that had been raised:

- Pre-selection for the marathon.
- The stated rationale for accepting individual athlete invitations.

The board discussed aspects relating to these two issues and agreed (subject to a further check with POC and Barry Fudge) the approach. That check to take place prior to publication.

Action point – POC, Barry, Neil

10. Matters for discussion (highlighted in relevant SLT papers)

Captured in CEO report point 11

- a) Investment in Celtic Nations (see CEO report)
- b) UK Sport Investment timelines and approach (see CEO Report)

Investment in Celtic Nations (see CEO report)

NH reminded the Board that the proposal to invest further into the Celtic governing bodies over and above the agreed talent investment, had been deferred from the last Board meeting to enable a decision to be taken with better understanding of the MAG ticket sales.

PA advised that the awards had been discussed at Audit Committee and recommended approval. SR agreed, noting that the award letter should go from CC to his Chair counter parts, making it clear that this is not related to any rights, that is a one off final payment against targets to be agreed by the CEOs that align to An Athletics Nation and that any future payments would be linked to commercial money that comes in as a partnership.

NH asked for Board approval to communicate the decision with Home Nations, based on a timing element.

Action: CC to write to Chairs of the Celtic nations confirming this payment and future partnership arrangements.

UK Sport Investment timelines and approach (see CEO Report)

NH updated the Board on the current position with regards the UK Sport Paris Cycle investment process.

11. Matters for noting where required

The rest of the CEO report was taken as read.

NH updated Board about the Kyle Langford disciplinary hearing. UK Sport have suggested that his behaviour may be in breach of their eligibility policy and are taking it before an eligibility panel, to which BA are providing information as requested.

GA noted that he had first become aware of the issue via the press and asked what the process behind the fine etc was given the negative publicity it gathered. It was agreed that the Board should have been updated on the matter in advance of the press release.

It was reported that DB feels the matter was dealt with well and the action was appropriate.

Action: Board to be updated on similar instances in the future in advance of any press releases

SR asked what the current plans for publishing the An Athletic Nation document. NH advised that the five CEO's have talked about a digital and physical launch, but a final plan had yet to be agreed. SR asked if this will come back to Board in due course. NH agreed that this will be the case. This will be after the next CEO forum which will take place in September. PA suggested a soft launch and follow up with a programme of events to celebrate it and take it on tour i.e. for three months.

Action: NH to discuss with the other CEOs prior to their next meeting

NH confirmed that the London Stadium contract was being signed today, 23 July at 2:30 pm.

NH raised the Selection policy process for discussion (as per his paper), requesting that this be considered by the POC. SR proposed that as a first step she pick this up with NB and NH.

Action: SR, NH and NB to discuss prior to the next POC and Board

12. Any Other Business

JO confirmed that everything in his paper for approval had been accepted.

NB agreed that he had covered everything in his paper.

NH thanked CA and the team for the effort and work that went into MAG.

GA questioned whether ambitious clubs would want to appoint permanent professional coaching staff and fund such. This was an area addressed in ANN, which NH hoped would help speed up club development, including the recruitment of paid coaches.

AWS mentioned about the decreasing number of Para events and Athletes are taking it upon themselves to organise events. They are applying for licenses from IPC and they are questioning this. Is this something that we could work with the Home Nations on?

NH asked to take offline with AWS, and also to pick up with Donna and the Competition Group. CC will speak to UK Sport also.

Action – NH – Donna /CC – talk to UKSport.

DB noted that the Sunday in the VIP area at MAG had been greatly enhanced in terms of atmosphere due to the amount of ex elite Athletes who had taken part in the legends relay being present. It was agreed that this had been a success and similar events should be held in future years.

NH discussed the December Board meeting and Christmas party/away day. This year we will be using the Football Association centre – St Georges Park. Board agreed to pre-meet on Tuesday 10th on the evening and start early on 11th for Board meeting then onto the Christmas away day/party. Board to notify Ellen of hotel requirements.

Meeting closed.

13. Date of Next Meeting

18th September, Birmingham