

**UKA Board Meeting  
British Olympic Association  
28 March 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)  
Anne Wafula-Strike (AWS)

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

**Apologies** Peter Taylor (PT)  
Jason Gardener (JG)

**18/21 Welcome, apologies & conflicts of interest**

SRB welcomed everyone to the meeting, apologies were received from Peter Taylor and Jason Gardener. There were no new conflicts of interest.

**18/22 Minutes of the meetings 30 January 2018**

The minutes of the meeting 30 January were approved as a true record subject to the inclusion of AWS comment that UKA consider a more accessible website.

Subsequent to the minutes JO noted an amendment that needed to be made to the agreement with Lagardere with respect to future editions of the Athletics World Cup. JO will address with Lagardere and agree with SRB & PA. [***This has now been agreed***]

**18/23 Matters arising from meeting 30 January 2018**

The matters arising from the meeting 30 January 2018 were discussed and either included within the agenda, completed or closed.

**18/24 Chairs Update**

SRB noted the successful World Indoor Athletics Championships recently hosted in Birmingham. SRB added that Jeremy Corbyn and Tom Watson attended and he has since received a very positive letter. **Action:** SRB to circulate for information.

### **18/25 Strategy**

The Board noted the detailed discussions that had taken place at the Board dinner held the evening before and the various options for developing the strategy further. SRB noted various stakeholder meetings were now being set up to discuss options for moving the strategy forward.

### **18/26 Olympic Stadium**

SRB gave an update on his recent meeting with Sir Peter Hendy (Chair, LLDC). SRB has also recently written to Mayor Sadiq Khan setting out UKA's concerns regarding the stadium and requesting a meeting.

NdV noted that despite the positive comments from senior figures such as the Mayor and Sir Peter Hendy on working closely together, the reality of day to day operational matters was more complex and at times challenging. NdV also updated the Board on discussions with the ECB with regards to the Cricket World Cup 2019. It was noted that Baseball will potentially be in the stadium from 2019, further strengthening the argument that it is a truly multi-sport stadium.

### **18/27 Athletics World Cup**

NdV provided an update on the Athletics World Cup and the progress to date. NdV noted a priority window to a small number of registered people had been sent out and the outcomes:

NdV reported two strong prospects for sponsorship.

### **18/28 Budget Presentation 2018/19**

JO presented the 2018/19 budget which has been reviewed by SLT and Audit Committee. JO noted that the surplus from London 2017 will be received in 2018/19 financial year which will affect the previous draft budget presented on 20 February. Without further adjustments, the 2017/18 financial year would show a small deficit. However, a likely release on prior year accruals (discussed by the Audit Committee but still subject to agreement with the external auditors) meant that there was now an anticipated surplus of £558k for the 2017/18 year end.

The Board discussed the overall budget and projected reserves. In particular, the Board discussed options for utilising the reserves over and above our minimum requirements to meet the Reserves Policy. The Board noted that there was likely to be a need to draw on funds for special projects e.g. the digital strategy which is not currently budgeted for. It was further noted that these would come to the Board for approval on a case by case basis.

PA confirmed the Audit Committee approved the draft budget to recommend to the Board to approve. The Board confirmed their agreement and approved the Budget for 2018/19.

PA suggested, and it was agreed, that the budget should be reviewed with a re-forecast once the Athletics World Cup has been completed.

### **18/29 Performance Presentation**

NB gave an overview presentation on the performance area including UK Sports reduction in funding, Culture Health check; UK Sports Deep Dive and WCPP Athlete Agreements.

SRB noted that on the face of it, the “*up to*” condition on the Tokyo Investment award had been removed. However, the Board discussed this and felt that it still wasn’t entirely clear that this had been removed due to some of the comments relating to further savings to be explored arising from the efficiency review planned for July 2018. It was agreed that clarity should be sought from UK Sport. **Action:** NB/SRB

The Board discussed in depth the Athlete Agreement and the athletes who still haven’t signed.

### **18/30 Selection Philosophy – 2017-2024**

NB highlighted the selection philosophy for the period 2017-2024 for Olympic programme to include the Paris Olympics. The Paralympic Selection Philosophy is for the period 2017-2021 to cover Tokyo Paralympics due to event medal programme not being confirmed so far in advance.

The Board reviewed the Selection Philosophy and agreed the document, subject to changes to support the funding of Olympic World Class Performance Programme.

### **18/31 Athletics Appointments Panel Terms of Reference**

The Board agreed to the changes on the Athletics Appointments Panel Terms of Reference subject to the actions below:

- If the Athletics Appointments Panel is being convened to appoint anyone other than the Chair of the Board of UKA, then the Chair of the Board of UKA should be Chair of the Athletics Appointment Panel. **Action:** JO
- If the Athletics Appointments Panel is being convened to appoint the Chair of the Board of UKA, then the Senior Independent Director of UKA shall be the Chair of the Athletics Appointment **Action:** JO
- Check whether UK Sport need to be on the Appointments Panel for Chair & CEO appointments. **Action:** JO.

### **18/32 Reserves Policy**

The Audit Committee Chair recommended to the Board to approve the changes to the policy. The Board agreed the recommendation.

### **18/33 2018 Board Planner**

The Board approved the updated Board Planner. **Action:** JO to check HR Remuneration Committee Policies are consistent with the Board Planner.

### **18/34 Athlete Commission**

The Board agreed to invite the Chair of the Athletes Commission to the next Board meeting to present and participate. SR raised the importance of needing to be clear on lines of communication (from Athletes Commission to POC and / or Board of UKA)

and not direct to Executives on a case by case basis as had been the case in recent times. This would avoid confusion and duplication of effort. **Action:** SRB

**18/35 Matters for Noting**

The CEO Report was taken as read and noted.

The Senior Leadership Team Reports from the Performance Director, Director of Partnership & Strategy, Major Event Director & Chief Financial Officer were taken as read and noted.

**18/36 Athletics World Cup Bank Accounts**

The Board approved the resolution to set the Athletics World Cup bank accounts up on the Lloyds online system.

**18/37 Diamond League 2020-2024**

NdV presented the update on the ongoing negotiations regarding the future options for the Diamond League from 2020. The Board authorised NdV to sign the new shareholder agreement on behalf of UKA (for Birmingham and London) on the assumption that the new Agreement was materially no different from the current Agreement. **Action:** PA to view new shareholders Agreement once received. **Action:** SC to send PA current shareholders agreement for information.

**18/38 Updates from Sub Committees**

**a) HR Remuneration Committee**

GA confirmed the 2% cost of living increase for all employees from 1 April 2018.

**b) Audit Committee**

PA gave an overview on the recent Audit Committee meeting held 14 March. In particular, PA noted that the controls with regards to the gift register be reviewed and that staff\* be reminded of the processes and timescales required to submit items to be included in the Gift Register.

*\*Only employed staff, not contractors*

**c) Performance Oversight Committee**

The Coaches Code of Conduct is to be brought to the May Board along with an implementation plan. **Action:** SR. It was noted that SRB would attend the next Performance Oversight Committee meeting. **Action:** SRB

**18/39 Any Other Business**

The Board meeting on 9 May will be in London (venue to be confirmed) from 12 noon until 5pm followed by dinner with England Athletics Board at the Royal Society of Medicine.

**18/40 Date of Next Meeting** Wednesday 9 May, 12 noon - London