

**Minutes of a UKA Board Meeting
Held through Teams meeting on
Tuesday 14 July 2020**

Attendees: Gordon Arthur (GA)
Penny Avis (PA)
David Bedford (DB)
Stuart Cain (SC)
Jo Coates (JC)
Nic Coward (NC) – Chair
Mark Draisey (MD)
Anne Wafula-Strike (AWS)
Mike Whittingham (MW)

Observers: John Allen (JA)
Ian Beattie (IB)
Hannah England (HE)
Jason Gardener (JG)
Myra Nimmo (MN)
Steve Perks (DSP)

Attending: Lord Sebastian Coe (LSC), President, World Athletics – 34/20 only
Steve Paulding (SP) – 39/20 only
Ellen Neal (EN) - minutes

33/20 Introduction and attendees

NC welcomed everyone to the meeting, including the chairs of the Home Country Athletics Federations, who were attending as observers in anticipation of constitutional changes being adopted later in the year.

It was noted that this meeting had been designated in March to be part of a detailed strategy and organisation session, potentially over two days, in order to meet the timelines envisaged as part of the “Change Plan” process and generally following the appointment of JC as Chief Executive. Lockdown meant this was not possible, and the Board were asked to bear this in mind, and to consider how best to take the work forward having considered presentations that would be made.

There were no apologies for absence, and no specific interests to note.

34/20 Lord Sebastian Coe, President of World Athletics (WA)

LSC congratulated NC and JC on their appointments. He stated that the UK is an important nation to the global sport, and he welcomed initiatives being taken to promote and develop it further.

LSC gave an update regarding WA generally, and the impact of Covid-19 on the organisation, participants and major events. There have been regular Covid-19 updates about how to assist

athletes back to training and into competition and WA have completed a large piece of work on prevention of transmission of the virus, particularly at major participation events - the concern at WA is that road running will be hit harder than Track and Field. Feedback around all of this was encouraged from the Board, many of whom LSC had known for a long time.

LSC thanked the Board and hoped to attend UKA Board meetings in the future. LSC was thanked for his insights and left the meeting.

35/20 Minutes

The minutes of the Board meeting on 17 June and the redacted version for publishing were approved as a true record.

36/20 Chief Executive Report

JC and MD gave a progress update on the developing unified sport-wide Strategy and UKA-specific aspects of that, the latest draft of the Framework Agreement and a proposed UKA Organisation Structure. It was noted that the session was on Teams, and not in a physical strategy meeting which had been envisaged, but the view was that the date should still be used.

Sport-wide and UKA Strategy and plan/Change Plan/Framework Agreement: JC discussed the progress on the development of the unified, single Strategy for the sport which had been progressed through the CEOs, and the Framework Agreement which was intended to capture this. This was all as set out in the Interim Collaboration Agreement, and which had been welcomed by the five sports councils in a recent update session attended by JC.

JC presented through a PowerPoint, which would be circulated after the meeting.

Action – Slides to be circulated.

In the debate, it was confirmed that there would be one Strategy for the sport, and it would be for UKA and the HCAFs to ensure this was followed by each. The Framework Agreement sought to capture the roles and responsibilities of each organisation to deliver the Strategy, so each could be accountable to the other. A question was asked whether each organisation would have their own “strategy” and how this would relate to the single Strategy and plan. It was noted that the Athletics organisations would work together on this single Strategy and plan basis, with each organisation taking its own plans from this, and not operating outside it, but it also being acknowledged that priorities and projects and implementation approaches may well be different in each nation, as delivering the Strategy and plan would require different approaches in each context. The important point though was that each organisation had agreed to the unified and single Strategy and plan, and to be open and transparent to each other.

The Board noted the headline goals and debated the achievability of these as the outcome of the core aspects of the Strategy – Performance, Talent, Coaching and Competition. It was

noted that the Board would not be signing off on this at today's meeting, and it was agreed to hold a further session, preferably with as many attending in person as possible, to focus on these core elements of the Strategy. JC noted the timetable, about which questions were asked, and in particular whether it was overly ambitious in the light of Covid and the extra difficulties this created. JC understood the concern about speed, and the need to ensure full engagement and communication with all involved, including the Board, Staff and HCAFs as well as others.

It was noted that the Working Groups would be a key aspect of the new approach being adopted by the CEOs, and it was asked if the Board could see the further detailed structure of each and the proposed membership to see the skills and experiences that were being considered. A concern was raised that the skills and experiences of existing chairs and members of groups should be retained, for instance in relation to technical and non-technical rules. Response was given that expertise had to be retained where the CEOs and Boards felt it appropriate, and in relation to technical and non-technical rules, this was well understood.

A comment was made about the definition in the Framework Agreement of "Athletics" and where this description comes from, and the agreement did not refer to the same definitions as, for instance, exist in the World Athletics constitution, with an adjustment to ensure Paralympic sport is covered under the IPC definition.

Action – JC to raise issue of definitions with the HCAF CEOs for the next draft.

A request was made for the selection documents currently on the website to be removed from the website pending confirmation that these are the versions that have been agreed by the Board.

Action – JC to ensure the Olympic and Paralympic philosophies are removed from the UKA website and confirmation to DB of current status.

Proposed UKA Organisation Structure: MD presented a proposed new organisational structure.

The organisational structure was noted as a work in progress. A number of questions were asked for further consideration. It was proposed that the detail be further discussed at the HR Rem Comm scheduled for a few weeks, with a further presentation to a Board session subsequently for sign off. As a general proposition, the Board supported the direction of travel, and would consider for any necessary approvals at a future session.

Action – Further detail to be considered at the HR Rem Comm and then to a subsequent Board session for approvals.

37/20 Independent Safeguarding Review

All Board members confirmed that they had had the opportunity to read the sections of the Christopher Quinlan QC report that had been shared prior to the meeting. The recommendations were considered comprehensive and clear and it was reported that all

Athletics organisations had indicated that all recommendations would be accepted for adoption, subject to formal adoption by Boards.

It was noted that there would be a need for UKA to devote dedicated executive resource and non-executive oversight processes, which were as envisaged in the establishment of the Standards, Ethics and Rules Committee.

The Board formally accepted the report by Christopher Quinlan QC and that all recommendations will be adopted.

Action – JC to handle publication as and when agreed.

38/20 – Finance

Update from Audit committee – MD presented a one-page summary document from Audit that had been shared with Board prior to the meeting. There was nothing further to report and the Board endorsed the views of the Committee.

39/20 Performance and Talent

SP Joined the meeting and gave a brief update. It was noted that selection philosophies and approaches would be addressed at a future date, not at this meeting.

SP gave an update to Board regarding return to training. Currently athletics is one of the more advanced sports for Olympic and Paralympic sports in returning, at and away from Loughborough, and a significant number now training overseas. Opportunities are being sought for altitude training and warm weather training, and further detailed planning being put in place on various scenarios for Tokyo.

SP noted the revised timelines for the UK Sport Paris and Beyond funding application, which was considered to be in good shape for an October submission.

The Board noted the timeline and approach to the recruitment of a Performance Director and Head Coach – Olympic, as set out in the note that had been circulated previously.

40/20 Standards Ethics and Rules Committee

It was noted that the HCAFs had all taken the proposals for the Committee through their boards, and that the terms of reference had now been approved. The final Terms of Reference were formally approved by the Board, and the proposed release endorsed, subject to finalisation between the CEOs on publication.

A question was raised about the Committee's involvement in is "ethical behaviour" issues within Performance and Talent. Reference was made to the terms of reference of the Performance and Talent Working Group which had previously been considered by the Board,

and which specified that the CEO is single-point accountable for ethical behaviours within the entire organisation, which included anything in relation to Performance and Talent. It was therefore an executive responsibility for which JC was accountable to the Board, via the reporting mechanic between the CEO and the Performance Director and the Chief Medical Officer. The CEO also had the ability at any time to refer a matter to the Standards Ethics and Rules Committee for their view.

A question was asked where Para Classification sits. The response was that Classification is not an issue for the Standards, Ethics and Rules Committee a responsibility, but is an executive responsibility of the Performance Director and the Head Coach Paralympic, together with the CMO and processes adopted by them to ensure that UKA is meeting the requirements of the IPC and BPA and athletes, as agreed. The CEO was asked to ensure that processes are in place and a report to be made at the appropriate time.

Action – JC to report and confirm Classification processes are in place and understood.

41/20 UK Members Council Meeting, Friday 19 June 2020

The President gave a verbal update from the last Council meeting on 19 June 2020.

JC had presented on the Change Plan, and more generally on her first 100 days in the role.

A paper had also been presented in order to set out the current scope and roles of the UKMC, comments from the recent UK Sport review, and some options for future consideration by UKMC. It was noted that UKMC, as the voting Companies Act Members of the Company, will have to approve any constitutional changes and that there is a general view that this would need to be done in September/October 2020.

It was also noted that the Change Plan included a new approach to engagement, consultation and connection, including through Working Groups and the clear involvement of the HCAFs, who were the membership bodies within the sport and who therefore included within their ambit, for instance, the clubs who also elected four members (one currently unfilled).

42/20 Any Other Business

a. People

It was noted formally that the Head of Endurance, Barry Fudge, had left the business.

b. British Championships, Manchester

The Board was reminded of the current Major Events programme, and in particular the British Championships in Manchester in September 2020. It was noted that the event would be behind closed doors, with health and safety requiring attendance is kept to a minimum. It was therefore noted that Board attendance was highly unlikely.

[End]