

**Minutes of a UKA Board Meeting
Held through Teams meeting on
Wednesday 17 June 2020**

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

In attendance: Jason Gardener (JG)
Hannah England (HE)
Ellen Neal (EN) - minutes

26/20 Introduction and attendees

NC welcomed everyone to the meeting. The Board thanked Jonathan Orr for his work over the past three years and Mark Draisey was welcomed to the Board. There were no apologies for absence, and no specific interests to note.

27/20 Minutes

The minutes of the Board meeting on 13 May and the redacted version for publishing were approved as a true record.

It was noted that there had been no further engagement on the World Athletics hardship fund and the Board did not consider this a matter to pursue.

NC referenced the debate at the previous meeting on the ban on wheelchair races on open roads that had been introduced in the latest Competition Rules, and the issues that had been raised subsequently by the Board. The Board noted that Donna Fraser would lead an overall review of the Competition Rules, bearing in mind the lockdown, and this would include keeping under review the impact of the new Rule. The Board noted the views on the practical application by the IPC of the ban which its rules established, and which was the foundation for the new Rule in the UK.

28/20 Chief Executive Report

The Board noted the CEO report.

Change Plan: The CEO updated in detail on continuing strong progress with the HCAF CEOs through the CEOs Forum. It was noted that the 'Master Agreement' would be known as the

'Framework Agreement'. The process is working well, and there was continuing confidence that the milestone of agreement by the end of July will be met.

JC has attended the Scottish, Welsh and English HCAF board meetings and was due to attend the Northern Ireland board following this meeting. The latest strategy and proposed organisational structure will be brought to July Board, which will show significant changes from the version shared at the previous meeting. In response to a question, JC confirmed her view that the five organisations were operating in an effective, collaborative way, and that there was good engagement in the issues not just at chair and CEO level, but across the organisations. JC referred to detailed discussion, in particular with England Athletics, about how to allocate resources most efficiently.

The Chair noted that the UK Sport and the other Sports Councils had confirmed they accepted the Interim Collaboration Agreement as meeting the milestones required in the Change Plan for the end of May. It was noted that JC was to attend a meeting of the five Sports Council CEOs in early July to brief them on progress.

Coaching working group: The work on a UK-wide coach development and education plan is being progressed under the leadership of the group by Mark Munro and is on track to hit the target of a detailed report in July. A point was made around the attendees of this group and its apparent lack of diversity in experience, in particular a lack of experience in para athletics, and being all male. JC confirmed that this has been raised with Mark and a wider group would contribute to ensure all issues were addressed, including specifically in relation to disability and gender of both athletes and coaches.

There was a general discussion about the need for the scope of "coaching" to be defined, and that there was a need to address all forms of technical development and learning in the sport.

The Board considered whether it was appropriate for one group to be considering a whole sport coaching strategy, encompassing participation and elite performance. It was suggested that there should be two groups, one for elite coaching and one for participation. The Board noted the findings of the Coaching strategy review, which was presented to the Board in January 2020, and that there had been a general consensus that the strategy - with its core recommendation of a single, comprehensive approach from participation to elite - was to be adopted. It had been agreed by the Board at that time that coaching needed to be seen as a single system. The Board agreed again that this was the right approach.

Competition strategy: JC reported that, alongside coaching, the HCAF CEOs considered that considering the competitions structure was a priority, and this needed a complete review. This needed to adopt a similar athlete focus to that being adopted within the coaching plan, as set by the overarching strategy. It would also include considering commercial potential.

A question was asked regarding RunBritain and the scope and impact of licences that are being issued for virtual races. JC will ask for clarity on the scope and revert back to Board with an answer.

Action: JC to confirm virtual race licence detail.

Major Events: JC confirmed the intention that the British Championships will go ahead in Manchester, behind closed doors, and noted ongoing discussion with the BBC to agree dates and commercial arrangements.

Clinical Governance: The Board received a detailed presentation. JC noted the references in various documents to single point accountability for the CEO on all matters of ethics, with a focus on medical/legal ethical issues. JC explained work undertaken to date to ensure there were the necessary processes in place to ensure she could carry out that responsibility, and report as necessary and appropriate to the Board.

At the core of the new process will be a monthly meeting between the CMO and the CEO working to a fixed agenda and reporting requirements. The day-to-day responsibility will sit with a Clinical Governance Manager. There will be a full record of all interventions and relevant professionals.

A question was asked if Para classification issues should be included under this Clinical Governance system. There was a short discussion, and the conclusion was that classification had its own process, under the applicable rules, and that this was not considered as a Clinical Governance issue.

Olympic and Paralympic Games – WCP update: 55 Olympic athletes are now reported as back in full training. Paralympic athletes are in a more difficult place as regards return to training formally; there are five back in training locally and one in Canada, with 11 Para athletes training at the NPI and eight at bases in Wales and Scotland.

UK Sport have indicated their intent to bring forward the date for the funding application by 4 weeks. There will be further information around the wider planning and budget considerations by 7th July.

Anti-Doping actions by the Athletics Integrity Unit were noted, and the potential for upgraded British World Championships medals, which were of great significance for both the British athletes and also the entire system due the way in which UK Sport allocated funding and the significance of medal numbers. Whilst the Board considered that there was great significance, it did not consider it appropriate to make public comment on such matters and that it should have trust in the AIU processes.

Action – JC to find the percentage not consenting to return to training

Commercial Partnerships: Discussions with the BBC were noted in relation to the last remaining events under the current agreement. Successor partners could not be pursued at this time, with the market so uncertain. The Board noted the update on sponsorship partnerships.

Head Coach and Performance Director roles: JC reported on progress and the likely time scale for the release of adverts, and the recruitment process. The appointment process, including Board involvement, would be considered further and a report made to the Board.

ED&I: It was noted that the Board would have a standalone meeting to consider ED&I, including as part of seeking the highest level of the Equality Standard. A number of sessions have been organised called ‘Let’s Talk About Race’ which had been well received and been fully booked. There were questions that had to be raised and discussed in relation to a range of matters, including views from athletes and coaches, and the apparent lack of diversity in the volunteer force and coaching. The Board considered that measurement, and a robust method of obtaining and understanding views and feedback, was an important consideration, and that this needed to be addressed. The Board considered that as part of creating a new culture for UK Athletics, the organisation had to aspire to achieve the highest standards of Integrity, Ethical Success, Clinical Governance and Equality, Diversity and Inclusion. The Board would consider these issues at a separate single-issue meeting.

HE raised an issue about IOC Rule 50 being considered by the Athletes Commission with colleagues from other sports, in discussion with the BOA and BPA.

29/20 Chief Financial Officer (CFO) Report

The Board noted the CFO’s report, and the views of the Audit Committee.

A significant aspect of achieving a break-even budget is the staff structure and this will be brought back to the Board in July. Concern was expressed to ensure that roles in the new structure were not overloaded, and that the Board would need to be satisfied that there were sufficient resources to carry out planned activity within budget.

A concern was raised in relation to any suggestion of not having an Indoor National Championships. It was felt that this must not happen – the Board stated that there would have to be a Championships, but the nature, scale and scope of the event would have to be considered.

Health & Safety: The report was noted.

Bank Mandate: The Board approved bank mandate changes proposed.

Board appointments: MD advised the Board that approval had been received from all directors to the email of 10th June confirming changes to the registered directors and Company Secretary as outlined in the table below. It was confirmed that all changes were actioned at Companies House on 12th June.

Organisation and Position	Proposed Actions	Notes
UK Athletics Limited – Director and Co Sec	JO resigns as Director and Co Sec on 12th June and MD is appointed as Director and Co Sec	Approval from UKA Board required

London Championships Limited – Co Sec only	JO resigns as Co Sec on 12th June and MD is appointed as Co Sec	Approval from Nic Coward (UKA) and Ray Smith (GLA) as the other directors received.
Athletics World Cup Limited – Director and Co Sec	JO resigns as Director on 12th June and MD is appointed as Director and Co Sec	JO sole Director of this dormant company. Approval from UKA Board required
Track and Field World Cup Limited – Director and Co Sec	JO resigns as director on 12th June and MD is appointed as Director and Co Sec	JO sole Director of this dormant company. Approval from UKA Board required

(JO – Jonathan Orr, MD – Mark Draisey)

30/20 Papers for approval

a) Performance and Talent Steering Group

The Board noted that there has been a change to the name from Steering Groups to Working Groups. The new governance framework for the sport was noted and that this would be set out in the Framework Agreement. The key point is that there are five equal organisations (UKA and the HCAFs) who are independent but have interdependencies. The working groups are the way in which those five organisations can ensure that the agreed plan is delivered. Board approved the paper.

b) Standard Ethics and Rules Committee

This committee's name will be contracted to the Standards Committee for clarity. Board approved the paper.

31/20 Papers for information

The Board noted the following:

- a) Performance Director job description and candidate brief**
- b) Head Coach job description and candidate brief**
- c) UKMC Agenda – Friday 19 June 2020 (draft)**

The meeting closed at 14:50.

Date of Next Meeting confirmed as Tuesday 14 July 2020, with location/format to be confirmed.