

## Welsh Athletics Board Meeting Minutes

Held on the 4<sup>th</sup> February 2021

*Meeting held remotely via video link*

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*Present:* Steve Perks (Chair) (SP), Nick Everitt (NE), Sue Alvey (SA), Bernie Plain (BP)  
James Williams – CEO (JW), Jessica Hardy (JH), Tom Overton (TO), Helen Adams (HA),  
Rebecca Rothwell (RR) Sport Wales, Chris Jones (CJ), Adrian Palmer (AP)

*Papers circulated in advance:*

Agenda  
December Minutes  
UKA membership paper & UKA proposed revised articles  
Finance report & detailed P/L  
Equality Group report  
Governance Group report  
CEP report  
Full risk register (reviewed and updated following quarterly internal review meeting)

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### 1. Apologies for Absence

Adrian Thomas (AT), Nicky Lewis (NL)

### 2. Declaration of Interest

TO working with Cardiff met

### 3. Previous Minutes & Actions

Board discussed previous meeting points.

Financial position strong but monitored due to Covid-19 announcement.

Lets talk about race – shared with Sports Wales – Donna asked to speak to all Governing bodies in Wales

Safeguarding – website and policy updated. Progress is being made.

Changes to law representatives due to missed opportunities in a current case.

Commonwealth Games eligibility – not to change before Birmingham Games. Any changes will go out to membership for discussion regarding future games.

**ACTION: JW Share starting Blocs equality impact assessment.**

#### 4. To discuss changes to the membership of UKA

Board received papers prior to the meeting. Changes were brought forward from the Sue Street report. UKA members Council – Board discussed options regarding the changes /closing of council. Board discussed different options in how WA clubs could be represented within UKA. HC to lead consultation. Present paper to members – similar as Scotland who has presented to their members to keep consistency throughout the HC.

**DECISION: WA to put on open forum webinars to discuss options with membership/clubs. Add statement to website.**

#### 5. To receive an update on the Commonwealth Games

CJ/AP – Due to Covid-19 re-evaluate standard position. Competitions have been cancelled and opportunities for athletes to achieve the standard are decreasing. Athletes facing increasing challenges for certain event groups who cannot train. Some event groups will have the opportunity to secure standards while others will not due to the lack of competition and the closing of the standard period. Proposal of closing date to June 2022 with Team Wales. CJ wanting to extend the season, plan B - athletes will sign up to show performance indicators that would achieve a B standard if they are unable to train/compete.

#### 6. To receive the following reports

**a. Finance - NE**

Slight increase in Surplus. Investments have done well. There is still an element of risk and to protect future year finances.

**b. Equality - HA**

Equality impact assessments should be done in the planning process. Equality training made available for staff.

**ACTION: JW to circulate dates for training.**

**c. Governance – NL**

Code of conduct – Old document and need improving and applied to all communities. Mindful of wording – use “respectful manner”.

**d. Performance – AT**

Performance meeting next week. Full report in next meeting.

**e. General Council - SA**

Concern about number of people in the general council. Re-elected a vice chair. Request for an observer in board future meetings.

**DECISION: Have a system in place for future board members to sit in meetings**

**f. F. CEO - JW**

From my door – very successful, wide impact with other governing bodies and public health Wales. Staff have a well-being time – No meetings between 9-12pm, lunch and learn sessions and personal well-being. Competition providers seeking financial assistance.

**7. Skill Matrix Review - JW**

Documents circulated before meeting. Specific legal and commercial/marketing skills would add further value to the company in the next round of recruitment for new board members. Ensure recruitment material is disseminated through equality and diversity partners and extended networks to proactively facilitate wider representation.

**8. Reflection on Risk - SP**

Board have discussed risks in performance/finance/ equality/well-being. Risk Register shared with Board in advanced.

**9. Any other business**

BP - Full awards panel meeting in the coming weeks and will present recommendations with the board in the next meeting to be discussed and presented in the AGM (Life Members).

UK wide Consultation - Increase distance in women's cross country as the same as the men's distance. Waiting for results from the consultation to discuss the outcome.

Development of sub-group – need to recruit for sub-groups. **TO to discuss with NL**

**13. Date of next meeting**

23<sup>rd</sup> January 2021