

**Minutes of the Board of Directors Meeting  
held on 26 March 2018  
at the Sport Wales National Centre**

**Present:** Carol Anthony (CA) (Chair), Matt Newman(MN) (CEO), Bernie Plain (BP), Angharad Mair (AM), David Roberts (DR), Nicky Lewis(NL), Ron Odunaiya (RO), James Williams (JW) & Alan Currie (AC) (minutes).

**1. Welcome and Apologies.**

Apologies were received on behalf of Christian Malcolm, Scott Simpson, Sue Alvey, Graham Webb & Neil Emberton (Sport Wales).

Welcoming those present Chair proposed that the agenda be revised so that Updates and Reports will be considered before the Governance Review. This was agreed.

**2. Declarations of Interest.**

None were declared.

**3. Minutes**

After a correction to 'date of next meeting', the minutes of the previous meeting (26 January 2018) were accepted as a true record. The main focus of the meeting had been on Governance presented by Amanda Bennett of the Sport and Recreational Alliance.

**4. Matters Arising**

There were no matters arising from the previous minutes.

**5. Sport Wales Matters**

In the absence of Neil Emberton, a copy of the Welsh Government's 'Vision for Sport in Wales' had been circulated. This draft document covers all sports in Wales and is likely to shape the work of sports' governing bodies. The report is an initial proposal subject to further consideration and Welsh Athletics will be consulted. Physical activity of all kinds will be actively encouraged with less concentration on elite level sport. There was some concern that the essence of competitive sport could be compromised. Views of Board members are invited as part of the consultation process. Final decisions will be made at the highest level.

**Action** MN to draft a WA response and circulate to the Board.

## 6 Updates and Reports

Reports had been circulated in advance, but it was noted that a full Coaching and Performance report was not included, but would be circulated by MN.

### **1. Coaching and Performance**

The only matter reported was an update on the forthcoming Commonwealth Games, listing a team of 26 athletes (21 able bodied, 5 para) which will travel to the Gold Coast.

Discussion centred around the need for a comprehensive review of the Games to be carried out on conclusion of the Games. This review should cover all aspects of the Games from initial preparation, targets set and achieved, cost, team selection, results and any other relevant matters.

The consensus of opinion favoured an independent review, led by an external consultant.

It was noted that following the previous Games (Glasgow 2014) a detailed report was submitted but not a full independent review.

**Agreed: An independent review to be carried out immediately following the conclusion of the 2018 Games**

**Action: MN to identify independent personnel and submit a proposal to the Chair of the Board.**

**Action: MN to outline a framework for the review, indicating its purpose, for consideration by the Board.**

MN informed the Board that during the Games in the Gold Coast, a decision will be made on the staging of a Commonwealth Half Marathon Championship. It is not uncommon for some events to be held outside the main Commonwealth Games and still be classified as Commonwealth Championships. It is hoped that the Cardiff Half Marathon, on 7 October, will be considered a suitable event in which to incorporate the Commonwealth Championships.

Valencia will be staging the 2018 World Half Marathon and MN had been invited by the IAAF to make a presentation in Valencia on the 2016 World Half Marathon, held in Cardiff and delivered by Run4Wales, as it had been a very successful event.

A long-term aim is to hold the World Cross Country Championships in Wales (possibly in 2021) and the Welsh Government is anxious to support the staging of any high-profile sporting events in Cardiff.

## **2. Development**

Commenting on the growth in membership, which is constant, there was some concern that progress in the technical events is not keeping pace with other areas of the sport.

JW suggested that a scheme to establish workplace running groups could be a source of income to WA.

**Action: JW to explore the potential benefit of this scheme.**

## **3. Finance**

The 2018/19 budget, recommended by the Finance Sub Group was presented for approval.

The predicted deficit for the current year (2017/18), will now result in a small budget surplus on the P&L. All staff appointments were approved by the Board. A new long-term strategy, including staffing requirements, will be drawn up. It is important that all lottery funding is allocated within the year; any unused funds will not carry over to the following year.

There has been a reduction in Sport Wales Exchequer funding for the next year of 2.5% and a 9k reduction in Lottery funding.

There was a request by two members that the complete detailed breakdown budget be presented by the Chair of the Finance Group in future.

### **The Board Approved the Budget**

**Action: MN to circulate the complete budget breakdown as presented to the Finance Sub Group**

JW confirmed DW Sport as the official gym and retail partner.

## **4. Run 4 Wales**

MN Informed the Board that there had been a breach of data protection by Active Network when processing entries for R4W events. Those affected have been informed and advised whether they have been compromised in any way. There is the danger of a lack of trust for future events. It was stressed that this situation relates only to R4W and not Welsh Athletics who do not use the same system.

### **5. Welsh Schools Athletic Association Charitable Trust**

A meeting was held on 16 March. Under the new strategy Welsh Schools' funding could be incorporated into the Welsh Athletics' budget.

### **6. Welfare and Safeguarding**

A proposal on General Data Protection Requirements policy was approved by the Board.

All other reports were included in the pack and were accepted and approved.

## **7 Governance Review**

The Board considered the recommendations on future Board structure, proposed by the Governance Sub Group, in line with the Governance and Leadership for Wales.

The recommendations were that

### 7.1 Welsh Athletics adopt a skills-based Board consisting of

- An independently recruited Chair through a transparent, skills-based recruitment process. Appointed by the Board and communicated to members.
- Seven Non-Executive Directors recruited through a transparent, skills-based recruitment process, appointed by the Board and communicated to members at the AGM. Up to two of these to have a skills remit related to clubs, coaching, performance.
- One additional Director who will also be the Chair of General Council. Elected at the AGM as per current practice.
- The Chief Exec role attending the Board, not as a Company Director and non-voting.
- Senior executive roles attending the Board in a non-voting capacity, as required.
- A designated Non-Executive Board Secretary recruited through a transparent, skills-based recruitment process. Appointed by the Board and communicated at the AGM.

### 7.2 Welsh Athletics amend the recruitment and appointment process. The Board to oversee the process for recruitment of Chair and Non-Executive Directors. The membership to approve Membership representatives.

- 7.3 The Welsh Athletics Articles of Association to be rewritten in line with the above recommendations.
- 7.4 To facilitate a seamless transition the Board agreed that the current Chair extend her term to see through the appointment of a new Chair.

### **The Board agreed the recommendations**

Further detail was requested on

- a) Timescale for updating of Articles of Association.
- b) The recruitment process and timescale.
- c) The Role of the Chair, the role description and person specification.
- d) The role and portfolio of Non- Executive Directors. role descriptions and person specifications.
- e) The role of the Membership Representatives.

**Action.** The GSG to provide further detail on all above.

### **8 Correspondence**

There was no correspondence

### **9 Any Other Business**

None

### **10 Date of Next Meeting**

The next meeting will be held on Monday, 21 May 2018.