

Minutes of the meeting of the Welsh Athletics Board of Directors, held on 10th June 2019 at the Holiday Inn Hotel, Cardiff

Present: **Steve Perks (Chair) (SP), Ron Odunaiya (Vice Chair) (RO), Matt Newman (CEO) (MN), Bernie Plain (BP), Sue Alvey (SA), Nick Everitt (NE), Adrian Thomas (AT), James Williams (JW), Chris Jones (CJ)**

1. Welcome and Apologies.
Apologies were received on behalf of Nicky Lewis.
2. Declarations of Interest
None were declared.
3. Minutes of Previous Meeting
The minutes of the previous meeting were read, were accurate and were accepted as a true record.
4. Matters Arising
As a matter arising, the proposed 300m track at Oakdale Primary school was discussed and the question of whether this was a sound investment?
JW described the discussion with the education authority and that no other option was possible. The facility was also appropriate for Rhymney Valley AC, as a development club.

WA has been awarded £200k by Sport Wales to upgrade the facility at Newport. The stadium at Bangor (Treborth) will also be upgraded as part of the facility plan for the Island Games.

Discussions are ongoing with 5 LA's who do not have a facility. A new school at Fitzalan will also provide opportunities for a facility upgrade at the CISC.

The facility at Deeside has failed a certification and the college remains indifferent to the investment required.

Action:

Establish a clear facilities strategy and ensure templates are available for potential new builds within the education sector.

5. Sport Wales Matters
Neil Emberton of Sport Wales updated the Board.

A new Sport Wales strategy has been published. A new investment model is due to be signed-off in July. WA has been involved in influencing the direction of this investment model, both through JW and the Early Adopters group and through MN, representing the NGB CEO's.

The new model proposes that investment decisions are passed to the NGB, rather than the existing approach where individual programmes are funded specifically by Sport Wales.

- 7 Welsh Athletics Board Roles and Responsibilities

Introductions were made for the two new NED's, AT & NE. Discussions took place around the new structure of the Board, the need to recruit complementary skills. There was also a discussion around some additional potential board members who came forward through the recent interview process.

A preferred candidate has been identified for the Equality and Diversity portfolio. Discussions took place around the need for a Legal Director.

The role of secretary of the Board was discussed, with some members not understanding that the March meeting had been the last for Alan Currie.

The WA Patrons and role of the President also require clarification.

SP requested a **Board members' Survey** to establish the preference for;

1. Frequency of meetings, e.g. 6 per annum
2. Timings, e.g. daytime, after work, preferred day of the week
3. Notice for papers, e.g. 7 or 14 days ahead of meetings
4. Key activities to be included in a Governance calendar

Action:

- 1. Contact details were requested for all Directors.**
- 2. Joint meeting agenda to be discussed with SP and SA.**
- 3. Terms of Reference for the General Council were requested by NE.**

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UK Athletics

Interviews have taken place for the new Chair, with a potential announcement at the UKMC on 21st June. Recruitment of a new CEO will follow.

UKA is looking to re-badge itself and present its activities under the single brand of "British Athletics".

WA will now use the headings within "An Athletic Nation" to report into the UKMC.

MN has been asked to draft a paper to inform the Governance review of athletics in the UK.

7 Welsh Athletics Strategy

Welsh Athletics Strategy 2019-2026, presentations by JW and CJ, which are attached.

Operational departmental plans will fall within the "pillars of success".

Historically, significant amounts of data have been provided, but little insight. A new approach to monitoring and evaluation will highlight trends, growth and retention as primary indicators of the health of the organisation.

A Board "dashboard" will be created to provide consistent quantitative and qualitative evidence.

CJ outlined the plans to develop hubs in the regions which dovetail with the British Athletics Academy structure.

AT expressed concern regarding the required monitoring processes and quality assurance and he felt WA should produce agreed spines for these. These should be used across WA, Events and Competition. **AT to input his thoughts** into the developing outcomes framework and monitoring process.

AT requested the strategic aims in list format (checklist).

Competition

Significant review requested by SP, with a report tabled at the September Board meeting. Bold suggestions are required. The critical nature of Officials recruitment and deployment for WA competitions was discussed.

8 Run 4 Wales Update

Presentation (attached) by MN highlighting the origins of R4W and the relationship between WA , Run 4 Wales Ltd. and its Charitable Foundation. The process to request investment from the Charitable Foundation was outlined and the relationship between R4W and the WA events team was discussed.

SP & BP were nominated as Trustees of the Run 4 Wales Charitable Foundation.

RO sought clarification as to whether the time the CEO spends overseeing Run 4 Wales is appropriately compensated for by Run 4 Wales, to which MN confirmed all time is reimbursed by Run 4 Wales. A discussion then took place as to the importance of the CEO allocating his time in line with the priorities of both respective organisations.

9. Updates and Reports

All Reports had been circulated in the Board Pack.

Performance and Coaching

AT delivered an interim report from the performance and coaching sub-group, indicating its structure and the skill base of the 5 members.

Finance

NE provided a verbal report highlighting his findings from the initial meetings with the staff team. Key findings include:

1. WA appears to be overly prudent on reserves
2. NE is looking to provide a financial dashboard to assist non-financial NED's with their understanding
3. The question was asked about appropriate ownership of the risk register

The budget for 2019/20 was signed-off.

AT requested a financial statement relating to R4W at least every quarter or each board meeting. It should include actual and projected figures. NE stated this was possible.

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WELSH ATHLETICS
ATHLETAU CYMRU

Welfare

The Board discussed two significant and ongoing cases for athletics. The Board was informed of a grievance raised by a member of staff.

GC Report

Sarah Williams updated on Equality and Diversity with a focus on Disability and Mental Health

The other ongoing issue is the recruitment, retention and deployment of officials.

- 10 Correspondence
There was none.
11. Any Other Business
12. Date of Next Meeting.
The next meeting of the Board of Directors will be held on Monday 23rd September 2019, with a joint meeting on 11th July 2019.