



Purpose	Governance Sub-Group
Date/Time	Wednesday 24th November 2021, 4.00pm – 5.00pm
Attendees	Nicky Lewis, Tony John, Tony Clements, Rob Sage, James Williams
Apologies	Michael Ewins
Secretariat	Jessica Hardy

### Key Points/Decisions

- AGM – a need to ensure greater balance of views in the room was expressed, improvements in hybrid model needed to ensure those online can actively participate. Options for moving the date to coincide with other events to increase the number of clubs attending to be considered e.g. Clubs conference
- Welsh Athletics Patrons – Current requirement to be an Olympic/World medallist could be expanded to include elite Coaches or Officials.
- Vice Chair of General Council – role is open for expressions of interest. Need to be proactive in directly approaching suitable potential candidates.
- Discussion around appointing a vice-chair of the Board who can share the workload on the Chair and oversee any conflict resolution.
- In relation to succession planning, the option of bringing in non-voting observers to Board meetings to gain experience should be considered – as is being done with the VC of GC role.
- JW updated the group on the very early stages of a review of the legal status of Welsh Athletics. As this work progresses, the group will play a part in providing due diligence and ensuring that people with the right skills set are part of the process.
- New president process- club to nominate, another club to second. Work with clubs to explain the role of the President and explain the code of conduct.
- RS Meeting with UKA to discuss Environmental Sustainability strategy and policy. The group identified likely need for a new Board subgroup as this work will be embedded within the whole of WA and clubs. The group identified some risks to the company (reputational risk, financial risk, moral risk, sporting risk) of not pursuing this work.
- JW updated the group on the Senior Athlete Voice which had met for the first time – hopefully potential for candidates to join the Board in future.



- Athletics to be part of UK Sport Pilot on implementation of Transgender inclusion in sport guidance. SERC to play scrutinising role – TC attending meeting this week on this.
- Clubs portal – contract comes to an end at this financial year. Unlikely to continue with current provider. Exploring a different portal and how to support the clubs needs depending on size and support needed.

<b>Actions</b>	<b>Owner</b>	<b>Due Date</b>
1. RS to consider options for delivery of 2022 AGM and bring back proposal to the group	RS	30/6/22
2. RS to ensure joint Chairs and Secretaries meeting on 6 <sup>th</sup> December focuses on the support needs of those involved.	RS	6/12/21
3. RS to produce draft Governance Handbook and circulate. Nolan Principles and Welsh Athletics values to be embedded	RS	31/1/22
4. NL & JW to raise AGM with Board in relation to role of Board members in ensuring balance of voices/perspectives in the meeting	NL/JW	6/12/21
5. NL to raise how Environmental Sustainability will be governed with the Board	NL	6/12/21
6. NL & JW to raise appointment of a vice chair of the Board at the next Board meeting	JW/NL	6/12/21
7. RS to circulate invite for next meeting – to be held 4pm -5pm 12 <sup>th</sup> January 2022, Lorna Kerr to be invited.	RS	20/12/21
<b>Risks identified</b>	<b>Level</b>	<b>Mitigations</b>
<b>Failure to develop and implement an environmental sustainability policy – reputational risk,</b>	Prob – 2 Impact – 2 Overall - 4	<ul style="list-style-type: none"> <li>• RS to attend UKA &amp; HCAF working group, and World Athletics workshop series.</li> <li>• Board to consider establishing subgroup to oversee policy development and implementation.</li> </ul>