

Welsh Athletics Board Meeting Minutes

Held on the 7th April 2021

Meeting held remotely via video link

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),
Adrian Thomas (AT), Nicky Lewis (NL), Angus Macdonald (Safeguarding/ welfare officers, AM) (UKA),
Steve Jones (SJ), Rhiannon Linington-payne (RLP)

Papers circulated in advance:

- Partaker code of conduct
 - Adult safeguarding policy
 - Adult safeguarding procedure
 - Child Safeguarding policy
 - Child safeguarding procedure
 - Agenda
 - Previous Board Minutes
 - CEO Update
 - ESG Report
 - PSG Minutes 10th Feb
 - WA Mar2021 Finance Board Pack
 - FSG – Asset capitalisation Threshold (£500 to £1500) – Draft for discussion
 - FY22 Budget Proposal (Draft 1) – 6 Goals by HOD
 - Equality impact assessment for starting Blocs
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1. Apologies for Absence

2. Declaration of Interest

TO – consulting with Bridgend Athletics club and Welsh Athletics Officers.

3. Previous Minutes & Actions

Board discussed previous meeting points.

UKA consultation - WA received positive and supportive feedback on the board's current decision. WA Consultation closes next week (WC12th April). The board discussed feedback from other home countries and discussions regarding the consultation will continue.

Governing sub-group will discuss the succession planning regarding to the general council and board observers.

Welsh Athletics Board Meeting – April 2021

Skills Matrix - Job descriptions are being put together and will be sent to governance sub-group to review.

JW circulated the updated policy for the CWG and the only significant change was the selection date has been moved back 3 weeks. The Commonwealth Games board has approved the change.

4. 4. To receive an update on the UKA/HCAF

UKA took a wide scale review in Jan 20 and recommendations were made. UKA and the home countries have been discussing these recommendations. AM gave an update on the progress of these safeguarding policies. New policies for young people and adults have been re-written, reviewed, and approved. Disciplinary regulations will be going out to consultation with the home countries for review.

A case management group made up from UKA and Home country representatives will manage, review, and decide on the outcome/progress of each case.

The board discussed several concerns regarding opportunities for training for club welfare officers, Age classifications, upskilling staff (working in collaboration with Home countries) and historical cases.

Looking at adding historical cases into the adult policy for those who experienced abuse as a child and is now an adult.

ACTION – CODE OF CONDUCT – Two queries:

- **Differences in terms of penalties, apologies for some and not others? Need consistency throughout the policies.**
- **Same sex pairs supervising changing rooms - any different from different sex pairs?**
- **JW to circulate answers to the safeguarding home countries group and report back to the board.**

5. 5. To receive an update on the Competition Strategy

RLP – Gave a brief overview on the plans for re-starting competitions for the board. Currently have a schedule for elite events which cover all event groups. WA will focus on Local club competitions for the younger age groups and non-elite athletes due to the current restrictions. Local clubs/competition providers can apply for grants to help deliver in house competitions.

Competition Strategy for Juniors – there is a new competition format which provides multiple opportunities for competition. The new T&F format will focus on the long-term athlete development and the fixture will reflect this.

WA want to focus on modernising the competition format to meet the needs of the athlete and officials. Data insight after events will enable WA to gain feedback from athletes and officials to ensure that competitions are providing the right standards and quality to create a positive experience for all.

6. 6. To receive and approve the 2020/21 Budget

FY22 budget was given to the board prior to the meeting. JW reported to the board the draft budget for 21/22. The new budget format is aligned to the 6 strategic goals of WA. Setting the budget in this new way will increase the budget holder's accountability.

DECISION - Cost of living increase of 1.5% request - Two proposals were presented to the board, one by NE which was agreed by the board that a one-off payment as a good will gesture for the hard work undertaken by the staff in difficult circumstances to the tune of £250 each was agreed by the board. Secondly, for the proposal for a 2% increase on the 21/22 budget was also agreed.

DECISION – Draft Budget 21/22 – Board has agreed the budget.

7. To receive the following reports

a. Finance - NE

Capitalisation increase from £500 to £1500 threshold.

Proposal – Instead of the board discretion for items over £1500, change to FSG to make those decisions.

DECISION – Board is happy to approve this proposal. The board will only query items over £1500.

b. Equality - HA

Report was shared to the board prior to the meeting. The skills matrix shared with the equality sub-group to discuss.

c. Governance – NL

Met with Gareth Parry, GSport consultant for governance review. No feedback received yet.

Action – NL & Kerry to meet to discuss SP appraisal position as Chair for the previous two year.

d. Performance – AT

Report was circulated prior to the meeting. Issues related to the commonwealth games were discussed within the performance sub-group meeting.

e. General Council - SA

Safeguarding update was given to the council and the changes that would mean for the clubs. Club modernisation grants had been approved in a previous meeting and clubs will be informed.

9. Any other business

Request from BP for the awards list and historical data to be updated.

JW has recommended to the awards panel that it has a formalised process with an appeals process built in and criteria for withholding nominations.

ACTION – JW papers with legal information for the board to approve at the next meeting.

DECISION - The board fully supports the update of awards list and historical data. The panel must take on the recommendations from the board regarding policies and procedures.

TO – First meeting for development and participation sub-Group will take place.

ACTION: Development and Participation sub-group report to be added to future agendas.

10. Date of next meeting - Monday 24th May 5pm