

**Minutes of a meeting of the Board of Directors
Held on 25 March 2019 at the
Sport Wales National Centre**

Present: Carol Anthony(CA)(Chair), Matt Newman(MN)(CEO), Bernie Plain(BP), Nicky Lewis (NA), Ron Odunaiya(RO), James Williams(JW) (WA), Chris Jones(CJ) (WA), Steve Perks (for part of the meeting) & Alan Currie (minutes).

1. Welcome and Apologies.

Apologies were received on behalf of Christian Malcolm, David Roberts, Sue Alvey & Neil Emberton (SW). Chair welcomed members to this, her final meeting in this role. Her successor as Chair will be taken by Steve Perks.

2. Declarations of Interest

None were declared.

3. Minutes of Previous Meeting

The minutes of the previous meeting (28 January 2019) were read. Apart from the omission of a full stop at one point they were accurate and were accepted as a true record.

4. Matters Arising

There were no matters arising which would not be covered later in the agenda.

5. Sport Wales Matters

Neil Emberton had forwarded a brief report saying that there were no further developments on the question of facilities. James Williams will maintain contact for future progress.

On the same subject it was noted that funds have been allocated for the construction of a 300m track at Oakdale Primary School in Caerphilly. Rhymney Valley AC will use this for training purposes. There was some questioning over why the track was 300m, a non-standard distance which would invalidate performances from the point of view of Power of 10 and similar sites. It was suggested that WA should make approaches and offer some advice and input into the track layout before any work takes place.

6 Athletics in the UK

UKA and the Home Countries have produced a document on the strategic vision. There will be an emphasis on identifying young talent but the meeting felt that the document was too vague and lacked detail. All projects should be given definite dates. There should be reference to monitoring and accountability in the Leadership section. UKA need to define exactly what the document represents. Intended to be a policy document, it appears more like a framework paper. The document has been signed off by UKA and England Athletics. Publication is planned for later this year.

The position remains that there is no representation on the Board of UKA from Wales and the only avenue for any input is via the UK Members' Council. It was agreed that the constituent countries should set their own strategies within the UKA overall ten themes.

The Board accepted the document subject to the inclusion of WA specific amendments and some reference to monitoring.

7 Welsh Athletics Board Structure

Carol Anthony's term of office ends at this meeting. Christian Malcolm has stood down as a director as he will be working in Australia for a couple of years. David Roberts has also indicated his intention to stand down with effect from the end of March 2019. Steve Perks has joined the board and will take over as Chair. The net effect of these changes is that the Board now has a bare minimum (5) of non-executive directors and some recruitment is necessary. Up to 12 are permitted.

It was agreed that the policy of maintaining a skills-based Board will be followed. Following an analysis of the current Board skills to identify any skill gaps, an interview process will commence shortly to appoint Non Executive Director roles in Finance, Commercial and Equality.

The changes in personnel will also have an effect on bodies such as the trustees of Welsh Schools and Run4Wales and the WA sub groups. Once a full Board has been settled there will need to be a filtering down to these groups.

The Governance Group had focused on regional councils and will now turn its attention to self-assurance requirements and matters of equality and diversion.

The two areas of Coaching & Performance and Operations, while operating independently, cannot function entirely in isolation. They should maintain contact and ensure that their contributions form part of the overall strategy.

8 Coaching and Performance Update

CJ presented his proposed C&P structure. It removed a layer of administration from the previous draft. The structure is event-based with a regional involvement. The need to develop young coaches was emphasised. A TFC will assume responsibility for each discipline (jumps, throws, endurance/CE and sprints/hurdles) and will have a combined coaching and administrative role. Two of these positions are not yet filled and suitable candidates will be sought. This may lead to some staff restructuring and possibly redundancies. Any current staff members affected will be eligible to apply for vacancies. Full job descriptions will be drawn up.

UKA coaching strategy is based on academies and Wales will function as a regional academy. Non- Welsh athletes attending Welsh academy events would be supported by their own NGBs.

THE BOARD APPROVED THE PROPOSED STRUCTURE.

9. Updates and Reports

All Reports had been circulated in the Board Pack.
A new website has been installed which is fully bilingual.

1. Finance

The budget for next year has been finalised. There is a £36k deficit on last year. Contributory factors to this situation are an unanticipated reduction of 5% from Sport Wales, and the decision of UKA to discontinue our annual £80k grant, as well as the £40k towards coaching. Sport Wales is to introduce a new investment model. In addition, Run4Wales did not make a surplus, for the first time ever, mainly because of difficulties with a major cycling event. The Welsh Schools' budget is now determined in house.

R4W is anticipated to make its usual surplus from now on.

In response to a query of the salary of the CEO, it was confirmed that this is met jointly by WA and R4W in direct proportion to the amount of time allocated to their activities.

R4W's function was confirmed for clarity. Run4 Wales is an events management organisation. It is a separate entity from WA but a link is maintained, as laid down in the Articles of Association, that surplus made by R4W, over and above operational costs, will be made available to the development of athletics in Wales. Trustees of the Run4Wales Charitable Foundation determine how this is allocated, based on applications received.

Income to WA from commercial sources is limited. Much of this is made in kind, in the form of kit supplies, etc.

The budget for 2019/2020 was presented which shows a deficit for this financial year.

WA will submit its strategy from 2020-2023 to Sport Wales in October of this year. MN/JW/CJ were tasked to submit their future plans to the next Board meeting.

There were some reservations to approve a budget showing a deficit. Pending a further revision of budget detail to be presented at the next meeting, the Board accepted the Finance Report.

2. Welfare and Equality Matters

There are two welfare cases in progress at the moment. Discussions took place regarding the detail of the cases.

A discussion regarding the media impact on Welsh Athletics took place, along with communication plans that Welsh Athletics have in place to deal with such instances.

UKA and WA have prepared a press statement for when the first case goes to court. In answer to a query it was stated that the individual's coaching licence cannot be revoked until the case is tried. Rob Sage is responsible for all media contact.

Welfare issues are taken seriously by WA and parents/guardians of young athletes need to be reassured that they participate within a safe environment. All practices are reviewed regularly, with the cooperation of the NSPCC. All clubs



WELSH ATHLETICS
ATHLETAU CYMRU

must appoint Welfare Officers (both male and female) who must all meet DBS requirements. Coaches and officials must also meet these requirements and in addition attend a safeguarding model.

3. UK Members' Council

A meeting of the Chairs of the four Home Countries and UKA will be held on 3 April in London. Carol Anthony will attend and Steve Perks will be informed of its decisions. A report will be made to the Board.

10 Correspondence

There was none.

11. Any Other Business

In closing the meeting, the Board made a presentation to Carol Anthony in recognition of her outstanding contribution as a Board Director for the past 12 years and Chair of the Board for the last six years. During this time she has attended 61 Board meetings. In response, she thanked her fellow directors for the help and support they have given her. She commented that in any organisation it is vital that the Chair and the CEO work in unison to steer the organisation forward and thanked Matt Newman, together with his executive team for their unstinting support over the last twelve years and his and Alan Currie for his contribution in taking the minutes during this time also.

12. Date of Next Meeting.

The next meeting of the Board of Directors will be held on Monday, 20 May 2019.