

Welsh Athletics FSG Minutes

17th January 2022

Meeting to be held via remote video conference (TEAMS)

Attendees: Nick Everitt, James Williams, Andrew Thomas, Chris Gough, Jessica Hardy

Papers circulated in advance:

- A. December Minutes
 - B. Commercial Sub-group TOR Draft
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1 Apologies for Absence

2 Declaration of Interests

3 Discussion items

The group discussed previous meeting minutes.

Board away day – February.

Agreed quarterly budget review – AT/JH – worked on system

ACTIONS

- Meeting – Review budget ready for board pack 26/01/22 – 1.30pm (Risk – Sport Wales, Board away day FY22 priorities, CSG, Financial accounting software)
- High level Review additional Software (external tools/ cost/ pros & cons) – JH
- JH – AAT / First intuition asks for recommendations for systems.

3.1 Budget monitoring

AT

- Review Q3

Draft budget – meetings with budget holders to review Q3 & finalise final budget in the coming days.

3.2 Pay & Benefits Policies

JW

Update policy to group. Policy is being reviewed and amendments being made.

3.3 Terms of reference & membership of commercial sub-group JW

Discussed a draft term of reference for a commercial sub-group to report to FSG.

DECISION – Happy for the group to be established.

ACTION

- Identify potential members and arrange meeting in Feb.
- Standing agenda item - updates from commercial sub-group.
- Standing agenda item – Income generation ideas

4 Updates / Reports / Information for circulation

4.1 Outstanding Actions

JH

5 Correspondence

6 AOB

Sport Wales update – new formulae to identify funding allocation. Full implantation of new till FY23/24. Resulting in carry forward to next year. Not receiving uplift as intended. Lottery growth 523 deve, lottery 609, lottery growth gone. Meeting to gain clarity on funding position for next financial year.

RISK - FY22/23 – sports Wales funding, expected funding loss of £71k

- VAT – Registered as of 1st Jan, staff update
- Fraud awareness training – AT & JH

- WA photo finish cameras – end of life. Request for 2 new cameras. Two quotes - £13k +VAT & £16k+VAT (UK Based)

ACTION

JW to email more information to group.

- Capital requests to Sport Wales – 2/5 requests successful
- NE – 3-year anniversary
Action – JW to find out policy

Date of Next Meeting – 21st Feb 2022 4pm