

Terms of Reference – Performance Sub-Group (GSG)

In accordance with Article 9.1 of the company's Articles of Association:

“The Board may delegate any of its powers to any committee, subgroup or task group consisting of such person or persons as it thinks fit. Any such delegation shall be subject to the overall supervision and responsibility of the Board and subject to the decisions of the Board from time to time.”

Purpose

To ensure the strategic objectives of Welsh Athletics relating to performance and Coaching are delivered. This will be achieved by supporting the operational delivery of the strategy and monitoring annual performance targets.

Duties

- To ensure that the Welsh Athletics performance and coaching structure and application of resources are aligned to the agreed strategic and operational objectives.
- Ensure members have a full understanding of the strategic objectives and the annual operational delivery plan.
- To ensure that the Welsh Athletics performance and coaching structure is aligned to the strategic and operational objectives
- To have oversight of performance targets and to establish clear monitoring processes
- To create and have oversight of assurance framework that identifies key risk factors within the programme
- To examine, discuss and ratify the athlete support criteria on an annual basis, receiving 6 monthly updates on athlete performances
- To examine, discuss and ratify the nomination process for the Commonwealth Games and Commonwealth Youth Games
- To be provided with regular reports on Athlete Development, Coach Development and education activity
- To be provided with regular budget updates, ensuring that the budget is directly aligned to the strategic objectives and that value for money is being achieved.
- Where necessary, being matters to the Board for discussion and/or approval.

Reporting

- A summary of discussion and actions are to be reported to the Board of Directors at each meeting.

Membership

- The membership should aim to have a balance of interests and representations from across the membership of the sport.
- Non-Executive Director with remit for Performance who will Chair the sub Group, reporting back to the Board on progress at each Board meeting.
- An additional Non-Executive Director appointed by the Board
- Welsh Athletics National Coach – strategic lead for Welsh Athletics
- Welsh Athletics Programme Manager
- Up to 3 Independent members with experience of working within performance sport

- Additional members of the performance team will be invited to join the meeting from time to time to provide updates as and when required.
- Committee Secretary

Quorum

- At least four members
- Where a voting decision is split, equal votes for and against, the chair will have the deciding vote.

Meetings

- The group will meet at least 5 times per annum.

Terms of Office

- Membership will be reviewed every year by the Board
- Independent members will serve a maximum of 4 years on the sub-group
- Where possible the membership will be refreshed on an annual basis
- Succession planning should be considered by the group, with appointments phased in the first 3 years to avoid all group members maximum term ending at the same time.

Approved – April 1st 2019