

Welsh Athletics Board Meeting Minutes

16th May 2022

Meeting held remotely via video link

Present: Steve Perks (Chair) (SP), Sue Alvey (SA), Bernie Plain (BP), Helen Adams (HA), Jonathan Ford (JF), Lorna Kerr (LK), Nicky Lewis (NL), James Williams (JW), Nick Everitt (NE), Rebecca Rothwell (RR), Adrian Palmer (AP), Fyn Corcoran (FC), Jessica Hardy (JH)

Papers circulated in advance:

- February Board minutes
 - WA May 22 Board Pack
 - Welsh Athletics Strategy UKAD Review Feedback V2 NGB
 - WA Pay Policy
 - GSG Minutes
 - EDISG Minutes
 - Development & participation Minutes
 - Codes of Conduct booklet
 - CEO Report
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1. Welcome and Apologies SP

2. Declaration of Interests SP

3. Previous minutes and actions SP

Recruitment for non-executive member is still open.

ACTION

- Word change – governance enjoyable to representable - CLOSED

4. UK Anti-Doping Assurance Framework overview FC/AP

FC gave a presentation to the group regarding the Anti-doping Assurance framework overview. WA have a set of requirements that need to be met to ensure that WA are meeting the Anti-doping policy. Staff and athletes have completed Online education, any athletes/staff attending the commonwealth games are receiving additional sessions and advice. WA are awaiting final sign off on for the assurance framework. If an athlete does produce a positive test, there are policy and procedures to follow, and WA will support the athlete. This is the first year where WA have had to complete the framework alongside education of the athletes. UKA had previously led on the framework.

5. To approve the pay policy RS

The pay policy has been refined and sent prior to the meeting. The pay policy has been developing over the last few years to ensure transparency within the company. Managers will receive training to help implement the new pay policy.

ACTION- RS to identify if the pay policy/contracts require a legal sign off.

DECISION- Board agreed the pay policy

6. To approve updates to the Code of Conducts JW

The group received documents to review prior to the meeting. The board had previously signed off the code of conduct in November 2021 but there have been a few changes.

ACTION- JW & LK to meet offline to discuss the policy and language. JW – circulate board code of conduct.

DECISION- Board agreed to the update to the Code of Conducts

7. To receive an update on R4W JF/SP

Members of the board met with R4W. Proposals were brought from R4W & trustees, WA took legal advice regarding concerns with the proposals. There will be continual talks with R4W regarding the proposals as WA want to ensure that events will be able to continue and provide a great experience for all the athletes.

8. To receive the following reports

a. Finance Inc 22/23 Budget NE 1

Board received the FY23 budget prior to the meeting. There is an element of risk within the budget. UKA have decreased the annual grant. Due to it being a Commonwealth Games year the budget (FY23 a bridging budget), there will be exceptional costs relating to the commonwealth games.

DECISION- The board agreed the FY23 budget.

b. Equality HA

Equality standard will no longer be award base but will be a continuous pathway. WA will work alongside a mentor/coach who will support & challenge WA on their journey.

ACTION – JW to send out draft Transgender policy. Board members to send JW/HA questions/concerns.

c. Governance NL

Terms of service has been agreed to align to the UKA terms. Discussion regarding the merger of the award panels are ongoing. Amendment to the Terms of Reference of appointments panel to include reference to appointment of a Vice-Chair of the Board.

d. Development & Participation TO

Paper was shared prior to the meeting for the group to review. There are areas that the team would like to support and be proactive in the following areas – Policy, capacity & opportunities to work closer to health services.

e. General Council SA

The group was given presentations regarding the development pathway, Commonwealth Games & safeguarding.

f. CEO Report JW

CEO report was sent out prior to the meeting. 22 athletes have been put forward for the nomination process to make the team for the Commonwealth Games.

Membership is tracking higher than this time than previous year, the new registration process is registering athletes a lot quicker.

It has been identified that there is a shortage of volunteers that can/ already has had an impact on the ability to delivery events/competitions.

9. Reflection on Risk SP

Updated version of the risk register has been sent to the board.

10. Any other Business SP 20.00

ACTION – SP will send a document out to the board. The board is required to read and comment back to SP ASAP.

Next meeting – July 20th 2-4pm