

Welsh Athletics Board Meeting Minutes Held on the 8th July 2020

Meeting held remotely via video link

Present: Steve Perks (Chair) (SP) , Nick Everitt (NE), Adrian Thomas (AT), Sue Alvey (SA)
Bernie Plain (BP), James Williams – CEO (JW), Chris Moss (CM), Hannah Pretty (HP)
Jessica Hardy (JH), Tom Overton (TO), Helen Adams (HA)

Papers circulated in advance:

Paper – Coaching & Performance Report

Competition/ Corporate Services/ Competition / Development Update Sept 2020

Board Report

July 2020 Minutes

Starting Blocks - Discussion Paper

WA Sept Board Pack - Finance

Risk Register Sept Update

UK Wide Strategy

GSG Overview Notes

PSG Minutes

UKA Independent Safeguarding Review Action Management Plan

Audit Finding Report

1. Apologies for Absence

Nicky Lewis

2. Declaration of Interest

None declared

JW introduced JH to the board as the new member of the finance team and will be taking the boards minutes.

3. ‘Starting Blocs’ Discussion

Chris Moss and Hannah Pretty presented the “Starting Blocs” project – developing physical literacy skills in children aged 4-9 through resources and website platform to licence for 3rd party delivery.

Trials during the summer received good feedback and further development including bilingual translation to Welsh planned. Soft launch January 2021 with a full launch planned for April 2021.

The Board discussed the project include aspects of safeguarding, financial impact due to the interruptions from Covid-19, equality of access, engaging populations in social deprivation and pricing strategies.

ACTION: NE – To meet with CM & HP to review financial projections

ACTION: CP – Complete equality impact assessment and update risk register for project risks.

DECISION: Board is happy for Starting Blocs to ‘move onto the next stage’

The Board congratulated work done to date and look forward to further updates.

4. Finance Update

A. 20/21 FY Update

Papers discussed at the Finance Sub-Group were circulated before the meeting.

A revised year-end financial projections indicates a reduced deficit position of £20.6k likely, following effective budget control measures put in place. Due to the ongoing disruption due to Covid-19, further detailed short and long-range financial scenario planning is underway.

B. 19/20 Year End accounts

Board was updated with what could be discussed in the up and coming AGM.

NE- March 2020 projecting at the time actuals would have a deficit of -£13,000K against a - £30,000 budget, actually ended the year with a negative £64,000.

Four key reasons:

1. Had a write off DW sports commercial income who went into administration
2. Had a previous expectation from the Run 4 Wales charitable foundation of £15,000 that was not received
3. Loss in the value of investments was confined to the March period. Resulted in a loss of £22,00 on the value of our assets last year that has already been made up and more in this year's accounts it's just that the impact was experience in the 19/20 accounts and will get the benefits of it in the current financial year.
4. The change in the depreciation policy. It is now a more aggressive approach to how assets are depreciated. Assets are now depreciated in the year of acquisition. Assets were originally depreciated over 5 years, now over 3 years.

The sports Wales facility grant of £200K was deferred into the current financial year, resulting in the income and expenses both dropping by £200K.

WA did not receive the expected Run4Wales investment, and a reduction in Sport Wales funding and inherited the full expenditure of the Welsh Schools programme along with having to make large efficiency savings.

Audit report was circulated before the board meeting.

Two minor finding from the audit report which do not change in the 19/20 end of year accounts.

ACTION: SP needs to sign off the Audit report

DECISION: Board is happy to approve 2019/20 accounts and Audit Report

C. 21/22 Membership Fee Discussion

Previous discussions regarding a membership saw an increase of £1 every year over the next 4 years. Due to the current climate a freeze of £1 to membership fee and affiliation fee was discussed. WA to offer all Junior members a fee entry to a Junior Champs.

DECISION: Board agreed to discuss at the AGM

5. Risk Register

Board discussed risks regarding Run4Wales and Starting blocks.

ACTION: JW Circulate Red risk Document & full Risk Documents

6. UK Athletics Update

WA along with Home countries agreed on a high-level strategic document and a joint set of Values.

7. Sub-group

Papers circulated before the board meeting.

ACTION: For future board meetings, standardised reports will be given to the board instead of full minutes.

ACTION: Equality item for future agendas.

8. Safeguarding Update

Board member has received the draft version of the child safeguarding and adult safeguarding policy along with action plan. Subgroups are being formed to discuss the WA action plan. Board discussed breaches of safeguarding within Wales.

ACTION: Audit of clubs safeguarding processes and policies.

9. COVID Update

ACTION: JW to circulate COVID update.

WA had positive feedback from the Welsh Government regarding increasing numbers of participants for the sport. Due to the increase of COVID cases this has now been paused.

WA was the first governing body to restart Coach Education which has now been paused due to local lockdowns.

10. 2020 AGM

AGM will be Virtual, requesting all voting to be done by proxy.

Introduction of the athlete voice groups for junior, senior and Master athletes.

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New Sports Wales representative is Rebecca Rothwell. Thanks to Neil Emberton for all his hard work and support over the years.

11. Any other business

Four Welsh Athletes would be competing in the world half marathon this Autumn.

12. Date of next meeting

2nd December 2020