



Purpose	Governance Sub-Group
Date/Time	17 th Nov 2020, 11am – 1pm
Attendees	Nicky Lewis, Tony John, Tony Clements, Rob Sage
Apologies	James Williams
Secretariat	Rob Sage

Key Points/Decisions

- Skills audit template for the board was approved with one minor amendment – Health & Safety expertise within the board to be marked as Essential rather than Desirable
- Roll out of skills audit across governance structures needs to be allocated sufficient time, support and training to ensure it can be done successfully.
- Policies:
 - Further clarity is needed on which policies require GSG oversight and approval and which can be signed off internally by SMT
 - Links between related policies, and to relevant statutory requirements, need to be clearly made, and key terms defined within the documents
 - How some policies are to be implemented/enforced/monitored needs further work
- Terms of Reference:
 - TC asked whether there needed to be age definitions within the Advisory Group ToRs – RS to take back to SMT.
 - Wording around representative membership was agreed. To be used consistently across all relevant ToRs.
 - Groups to all review and agree own ToRs
- Governance action plan has been updated and is moving forward, more work required to complete and to ensure it links with Safeguarding Action plan and UKA Standards, Ethics and Rules Committee
- The group reviewed and discussed the 2021 Governance calendar. It was agreed to inform Chairs and Secretaries that meetings should continue online until 31st March 2021 in light of COVID-19, and that the GSG would review the situation again before that date.

Actions	Owner	Due Date
1. TC to report back on the progress of the new UKA Standards, Ethics and Rules Committee action plan once available.	TC	12/1/20
2. NL to report back on progress of new Safeguarding working group and action plan when appropriate	NL	12/1/20
3. RS to discuss with SMT if age definitions are needed for the Junior, Senior, & Masters advisory groups	RS	30/11/20
4. RS to amend 2021 Governance Calendar and circulate	RS	30/11/20
5. RS to circulate invite for next meeting – to be held Tues 12 th Jan, 11am	RS	30/11/20
Risks identified	Level	Mitigations



WELSH ATHLETICS
ATHLETAU CYMRU Board Sub-Group Report

<i>Potential for WA response to UKA safeguarding review to be misaligned/insufficient</i>	Impact – 3, Probability -1 =3	UKA & Internal working groups established. Adequate staff capacity and priority being allocated to ensure appropriate response.
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