

# Minutes

## Meeting Details

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<b>Meeting Name</b>	<b>UK Anti-Doping Board Meeting</b>
Date	22 March 2016
Time	09:30
Location	Fleetbank House, Room G5
Attendees	David Kenworthy (Chair) (DK) Philip Carling (Vice Chair) (PC) Mike Brace (MB) John Brewer (JB) Andy Sellers (AS) Janice Shardlow (JS) Justin Turner (JT) Pippa Britton (PBr) Trevor Pearce (TP) Sarah Winckless (SW) Hitesh Patel (HPa) Nicole Sapstead (NS) Graham Arthur (GA) Philip Bunt (PB) Pat Myhill (PM) Nick Wojek (NW) Harriet Purcell (HP)

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## Meeting Information

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### 1. Welcome and Apologies

DK welcomed the attendees including four observers, PBr, TP, SW and HPa.

### 2. Declarations of Interest

No declarations were made. PB received all completed forms for the new financial year.

### Consent

### 3. Approval of Minutes and Matters Arising

PM requested that “recruit” be changed to “retain” on page two, paragraph six.

### 4. Review of Terms of Reference

It was agreed that the Audit Committee terms of Reference be amended for parity with the other Committee terms of Reference, so that Membership Item 7: would be changed from:

Board appointments to the Committee shall be for a period of up to three years, which may be extended for two further three-year periods, provided the criteria for membership are still met.

to reflect Remuneration and HR Committee Terms of Reference 2. Membership, 2.4:

Appointments to the Committee shall be for a period of up to three years, which may be extended for a further three-year period, provided the member still meets the criteria for membership of the Committee.

## **5. Report from Audit Committee**

PC reported that the meeting was positive and the financial reports were accepted.

5.1 Strategic Risk Register PB noted that the action against risk T14, about service level agreements with NGBs for contracted testing was being addressed by GA.

## **6. Financial Report**

1.1 2015/16 Update: PB led the review of the Finance and Resources Report noting that year to date spending at 31 January 2016 was at 83%, aligned with budget forecasts, and that the commercial income projections had been achieved. He explained that the DCMS Finance team was aware of the surplus depreciation budget and that no action was required. Contracted Testing and Analysis expenditure budget lines had been increased in line with the related income.

1.2 2016/17 Budget; PB set out the proposed budget, highlighting the salient features and risks. After discussion and careful consideration the proposed budget was approved unanimously.

## **7. Consideration of Going Concern Nature**

The Board agreed that the annual report and accounts should be prepared on the basis that UK Anti-Doping is a going Concern.

## **8. Compliance with Corporate Governance Code**

PB explained the background to the DCMS arm's length body (ALB) guidance and the Board members considered themselves compliant however they agreed to delay the appointment of a non-executive lead until the Board refresh is completed.

## **Strategic**

## **9. Strategic Plan Update Q2 and Quarterly Business Review**

AS requested more commentary on data reports. PM explained that the prevention through education impact report was delayed by external factors and should be completed in the next financial year. PM informed the Board that a review of intelligence collection processes is in progress to encourage increased disclosure of information from the sport community. The Clean Sport day was delayed to combine this with securing sponsorship. AS cautioned against additional activities if this would withdraw resources from routine business. NS and PM agreed that adequate measures had been taken to ensure additional work such as the commercial activities did not impact on current priorities.

## **10. Aspirational Budget**

PB introduced the paper. The Board discussed it and requested further examination of the costs of ensuring the strategic aims of UKAD continue to be met. This piece of work will be incorporated into the planning of the 2017-2012 Strategic Plan.

**11. Proposed Restructure of Athlete Committee**

JB proposed the new structure, with five athletes and five co-opted members of established athlete or athlete support committees. The Board received the changes positively however DK suggested more discussion was needed. The Board agreed that the Terms of Reference should not be approved until a new chair and board members have commenced their terms of office. JB suggested he step down as Committee Chair.

NW joined the meeting at 12:03 to provide information on Meldonium, which was added to the Prohibited List for 2016. He left the meeting at 12:15

**12. Update on UKAD's work with WADA and RUSADA**

PM explained how the project had progressed to date. DK thanked the executive members for their work on the project; which was recognised by WADA staff at the recent meetings in Lausanne.

**13. UK Athletics and NAD Policy**

GA led the discussion about the consequences of the 'Manifesto for Clean Athletics. The Board noted that the concerns may be addressed by the IAAF.

**14. Update on Japan, Belarus and Brazil**

NS gave a positive progress report for collaboration with JADA. The World Anti-Doping Agency (WADA) has asked for UKAD to act as secretariat for the pre-Games task force. No agreement has been reached with the IOC for work during the Rio 2016 Games.

**15. AOB**

The meeting ended at 12:55 with DK giving a vote of thanks to Philip Carling, Vice Chair and Mike Brace CBE for whom it was their last meeting.

**Date of Next Meeting**

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Tuesday 21 June 2016, at UK Anti-Doping