

# Minutes

## Meeting Details

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Meeting Name	UKAD Board
Date	17 September 2018
Time	11:00am
Location	Fleetbank House
Attendees	Trevor Pearce CBE QPM (Chair) TP Dr Frances Akor (FA) Pippa Britton (PBr) Nicholas Griffin QC Professor Nicola Philips (NP) Sarah Winckless (SW) Nicole Sapstead (NS) Philip Bunt (PB) Matthew Johnson (MJ) Pat Myhill (PM) Emily Robinson (ER) Gareth Wellings (GW) Hamish Coffey (HC) Julia Hardy (JH) (item 15) Gary Stewart (GS) (item 15) Princy Madanayake (PMa) (item 16) Louise Haines (LH) (item 22) Hitesh Patel (HP) DCMS

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## Welcome & Apologies

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### Presented by Trevor Pearce

#### 1. Welcome

TP welcomed all attendees, noting apologies received from Dr Claire-Marie Roberts.

#### 2. Declaration of Interest

PBr noted that she was joining the IPC anti-doping committee.

#### 3. Approval of Minutes and Matters Arising

The Board accepted the minutes as a true record of the previous meeting. PB clarified that guidance issued after the last Remuneration and HR Committee meeting limited any staff pay cost uplift to 1.5%.

#### **4. Report from the Athlete Commission**

The Board accepted the report. There were no matters arising and SW listed the new commission members.

#### **5. Report from the Audit & Risk Committee**

The Board accepted the report. There were no matters arising and GW explained that the notified 10% reduction in The FA contracted testing programme would not have a financial impact in 2018/19.

#### **6. CEO Update**

NS presented her quarterly report, the contents of which were noted by the Board and included an update on cases and legal matters; decisions to be taken at the 20 September WADA ExCo meeting around RUSADA's non-compliance; staffing; stakeholder engagement; international work; and significant media stories.

The Board discussed matters around RUSADA's non-compliance and concluded that whilst maintaining the Roadmap to compliance was necessary, should a compromise be pushed through then the CRC proposals should be supported if there was sufficient rigour around the consequences of failing to comply by suitable deadlines.

#### **7. Finance and Resources Report**

The report was noted and there were no matters raised by the Board.

#### **8. World Anti-Doping Code Review**

MJ provided an update to the Board on the progress with the review, noting that the submissions had been made for the second round and that there would be a further round later in the year. MJ highlighted that a push for officers and officials of NADOs and sports administrators to be bound by the Code. MJ highlighted a concern that the sample collection authorities are not currently bound by the Code and concerns were expressed that this included the Independent Testing Authority.

#### **9. Allocation of contingency**

The Board approved the allocation of £1.6m of the contingency, noting that the remaining £0.4m will be allocated later in the financial year.

#### **10. Athlete Commission terms of reference**

The Board noted that the Athlete Commission terms of reference had been approved by email since the last meeting.

#### **11. Innovation Commission terms of reference**

FA presented the proposed terms of reference which would establish the innovation commission in line with tailored review recommendation 23. She thanked the people who had been involved in developing the proposals. The Board was enthusiastic about the opportunities this could present and **asked for social science and technology to**

**be included.** The Board considered and approved the terms of reference, subject to some small amendments.

## **12. Governance meetings 2019**

The Board approved the schedule of governance meetings for 2019, noting that the 25 June 2019 Audit and Risk Committee meeting should deal only with the approval of the annual report and accounts. In the event that there are material concerns, this matter would be referred to the Board.

## **13. Performance report**

The Board welcomed the dashboard and asked for the **sickness statistic to include context and for the finance chart presentation to be reviewed.**

The Board considered the strategic objectives and key deliverables noting: the delays relating to D3 set out against SO1; the delays in consultation around the NADP set out against SO3 and the timing for the **NT and DCP diversity audit** set out against the enabling objective. The Board asked for more external indicators and for a review of the colours used.

The Board approved the proposals around political activity, noting that the time period after leaving office during which Board members are expected to comply with UKAD's rules on the acceptance of future employment or appointments should be two years.

## **14. Board effectiveness appraisal and skills review**

The Board noted the outcomes and themes arising from the appraisal and review. It was agreed that conference calls during months when there was no planned Board could be at any convenient time.

## **15. Risk matters**

GS and JH presented to the Board about risk appetite and tolerance. It was agreed that **UKAD would produce a draft of the risk appetite statement matrix** based on the example provided. Board members would then add further items as necessary.

**The Board to agree to clarify the respective risk responsibilities of Board and Audit and Risk Committee and the relevant communications and reporting.**

**The Risk Management Strategy is to be reviewed in December to include new agreed appetite statement.**

The Board considered a paper summarising the risks to UKAD of a no-deal Brexit. The meeting highlighted and discussed the supply and stockpiling of testing kit and the use of other labs across Europe.

## **16. Law enforcement cooperation**

PM and PMA presented on several cases and the cooperation with law enforcement. The Board discussed these matters, noting that more capacity was needed to link IPEDs to users in sport. **Consideration is still being given to what additional powers would strengthen UKAD's operations.**

## **17. Strategic positioning**

ER highlighted the key points of the paper covering: soft power and international influence; integrity in sport; leading the debate on IPEDs; and powers. The Board suggested that UKAD should put more emphasis on telling the story about why UKAD worked with RUSADA during its period of non-compliance.

## **18. Drug Control Centre**

The Board considered a paper providing a briefing about the WADA accredited laboratory at King's College London covering costs; WADA accreditation and status as a single supplier. Compliance with the TDSSA was noted including the flexibility available for NADOs running a comprehensive ABP programme.

## **19. Property strategy**

The Board approved the strategy and discussed how the possibility of losing key staff would be managed.

## **20. Spending Review 2019**

The Board noted the planned submission to DCMS. TP reported that he and NS were liaising with other sport ALBs.

## **21. Future agenda items**

TP invited Board members to suggest future agenda items to Philip Bunt or the new Governance Assistant, Lindsay Miles.

## **22. Private session**

Staff left the meeting while the Board held a private session.

## **Date of Next Meeting**

Tuesday 4 December 2018