

# Minutes

## Meeting Details

<b>Meeting Name</b>	<b>UKAD Board Meeting 54</b>
Date	8 November 2022
Time	10:00 – 13:00
Location	Trafalgar House, Croydon
Attendees	
Trevor Pearce (Chair) (TP)	Jane Rumble (JR)
Mark Foster (MF)	Philip Bunt (PB)
Nick Griffin (NG)	Nisha Dutt (ND)
Alison O’Riordan (AO)	Tony Josiah (TJ)
Nicola Phillips (NP)	Pat Myhill (PM)
George Walker (GW)	Paul Ouseley (PO) – via Teams (item 6)
Suman Ziaullah (SZ) – via Teams	Ruth Woods (RW) – minutes
	Heather Sinclair – DCMS (HS) – via Teams
Sarah Hilary – BDO - Observer	
Kirsten McAslan – BDO - Observer	

## Welcome & Apologies

### 1. Welcome, Apologies, Declaration of Interests

TP welcomed attendees, extending an extra warm welcome to GW and AO attending their first board meeting since being appointed and to Sarah Hilary and Kirsten McAslan, Digital Risk and Advisory Services at BDO, who were observing the meeting as part of the Board effectiveness review. TP noted apologies from Claire-Marie Roberts due to work commitments and FA who is taking maternity leave following the birth of her son. No declarations of Interest were made.

### 2. Approval of Minutes and Matters Arising

The minutes of the 26 July 2022 meeting were accepted as a true record. The open actions were reviewed and updates noted. PB confirmed that the Annual Report is on track for laying with no further amendments anticipated. **The complexities of the pension arrangements will be discussed at the February Board meeting.**

### 3. Board Appointments & Committee Changes

The recent Board appointments and Committee membership changes were noted.

#### **4. Finance and Resources Report – BP 39 2022**

The Board noted the report which had been considered in detail at the recent Audit and Risk Committee meeting. PB confirmed that the organisation's finances remain on track and projections for the year remain within one percent of budgeted figures. Potential cost increases arising from the renewal of software licences at the end of the year were highlighted. Main suppliers have been contacted to gauge impact from inflation and attempt to secure existing prices or longer-term agreements to aid certainty. Focussing on two of the most significant costs in the budget, PB outlined that no changes to staff and worker rates of pay are anticipated and that the laboratory contract is not due for renegotiation until 2027. GW noted cost saving potential with greater efficiency for deploying DCP to reduce travel expenses. SZ noted the recent business planning difficulties due to market fluctuation and potential impact of the impending autumn statement. NG asked for clarity on the ability to gain EU programme Erasmus+ funding, TJ confirmed this is accessible for certain projects. The Board praised the revised report format and inclusion of visual representations and extended its thanks to the Head of Finance.

#### **5. Outline Budget Assumptions 2023/24 – BP 40 2022**

The outline budget was noted. PB highlighted the key assumptions made about future Grant in Aid funding and pay guidance which is yet to be confirmed by DCMS. A watching brief is being kept on the autumn statement and any implications for UKAD which may necessitate a contingency plan being put in place. JR reiterated the challenge faced by the organisation to deliver against the strategic objectives and work to a balanced budget. GW noted staff costs for permanent head count and fixed term contracts until 31 March 2023 equate to half of UKAD's costs. JR outlined the operational impact of decreasing staff but confirmed that, in theory, compulsory redundancy is an option which could be considered. SZ raised the option of generating income from alternative sources citing the potential for a commercial partner to sponsor data analytics. **JR to bring recommendation for alternative income generation to February Board meeting.**

PO joined the meeting

#### **6. Assurance Framework – BP 41 2022**

The Board thanked PO and the Assurance team for their ground-breaking work and comprehensive paper. PO summarised the paper, outlining the key milestones and challenges of phase one and seeking feedback on the proposed model for phase two. The wide-ranging NGB coverage was commended and the current completion status acknowledged. It was noted that, in some cases, the structure of larger sports had caused delays in meeting the requirements of the framework. PO outlined the proposed compliance monitoring process which aims to maintain relationships with NGBs and focus on doping risks. It is anticipated that the model can be scaled to UKAD resources and will align with the Code and major games cycle and reflect

information provided by the Case Management and Intelligence and Investigations teams. It was noted that 2023 will be a trial year resourced by the three existing staff in the Assurance team. NP asked for clarity on disability sports progress and PO confirmed assessment within the sport or disability organisations. MF confirmed that, from an NGB's perspective, great support had been received from UKAD throughout the process, with greater anti-doping engagement at both NGB Board and staff level. Noting that UKAD is ahead internationally in this area, PM and TJ confirmed heightened engagement with UKAD from sports and increased staff engagement.

**Board agreed with the principles of phase two compliance and the continued work to build NGB partnerships.**

PO left the meeting

## **7. Investigatory Powers - BP 42 2022**

The Board noted the recent progress made against the ambition to enhance UKAD's limited investigatory powers. PM outlined the strategy employed, the investigatory powers being sought and the next steps. PM noted the support received from DCMS and the legal advice obtained from external advisers Bird and Bird. The Board discussed the pertinent points of the issues raised; the benefit of using an independent expert; privacy concerns and data protection; human rights; and the need for appropriate communication to those under the auspices of the approach, potentially via anti-doping education routes. PM confirmed that the Athletics Integrity Unit (AIU) has had significant success in making demands for evidence from athletes and Athlete Support Personnel. It was noted that while these cases have been defended robustly, they have survived significant efforts to challenge the process. SZ noted that if sport integrity units can secure powers and use the resulting findings as evidence, there is a public expectation that we should, and a reputational risk if this avenue is not pursued. It was agreed that consideration would be given to operating via the Assurance Framework and seek access to devices through NGBs. The Board was generally supportive of option one, the non-legislative solution: Amending the National Anti-Doping Policy and UK Anti-Doping Rules. PM confirmed the next step will be for the working group to finalise its proposals before sharing with DCMS and consulting further with the UKAD Athlete Commission prior to a public consultation process. **PM to provide progress report at February Board meeting with a final recommendation within six months.**

#### **8. Strategic and Operational Plan – BP 43 2022**

The Board noted the high-level update of delivery against the operational plan. JR expressed her thanks to the staff team for the progress made to date. **JR to present operational RAG to Board every six months.**

#### **9. Performance Report – BP 44 2022**

The report was noted.

#### **10. Chief Executive's Report – BP 45 2022**

The report was noted. JR provided an update.

#### **11. Report from the Audit and Risk Committee – (1 November 2022)**

GW provided a brief update to the meeting.

#### **12. Report from the Remuneration and HR Committee – (24 October 2022)**

SZ commended the work being undertaken by the HR team and praised the Head of HR for identifying and resolving a number of issues which were discussed in detail by the Committee.

#### **13. Report from the Athlete Commission – (24 October 2022)**

NP provided a brief update to the meeting.

#### **14. Report from the Innovation Commission**

It was noted that the next meeting of the Commission will take place on 24 November 2022.

#### **15. Items for Reserved Minute**

TP followed up with GW.

#### **16. AOB**

SZ highlighted the need to consider winter blackout planning. TP and JR confirmed that they are meeting the new Minister for Sport the following week. HS reflected on the Minister's integrity, fairness and interest in sport and confirmed that the DCMS sports strategy has been delayed until 2023.

#### **Date of Next Meeting**

Tuesday, 21 February 2023 (SportPark, Loughborough)