

Innovation Commission Terms of Reference

1. Background

1.1 The Government's 2018 Tailored Review of UK Anti-Doping (UKAD) recommended that UKAD should establish an Innovation Commission with a remit to signpost UKAD to new trends in doping and to focus on coordinated opportunities for research funding that supports the development of evidence-based anti-doping policy (recommendation #23).

2. Purpose and Objectives

2.1 The Commission will harness expertise, perspective, and insight from within the United Kingdom's (UK) private and public-sector science industries to safeguard the UK's position at the forefront of international efforts to detect, deter and prevent doping within sport.

2.2 The Commission is tasked to:

- Provide advice and assist on the development of a horizon scanning process that identifies new and existing doping threats
- Identify transferable technology from other sectors that could be applicable in the detection of doping
- Advise on ways to improve engagement with UK researchers so that research into doping addresses questions relevant to anti-doping policy needs within the UK and has greater policy impact
- Facilitate engagement and collaboration with potential external industry contacts to help UKAD adapt approaches taken in other sectors towards embedding innovation
- Identify potential funding streams or funding models to encourage collaborative research
- Critically appraise the development of topics of interest, research questions, policy initiatives, and horizon scanning outputs
- Provide guidance towards embedding a culture of innovation across UKAD.

3. Appointments and Membership

3.1 The Chair of UKAD shall appoint the Commission Chair who will be a current Board member with a scientific background.

3.2 Commission members will include the following representation from UKAD:

- Director of Education, Insight and Global Engagement
- Head of Insight and Innovation
- Research and Innovation Lead.

3.3 The remaining members of the Commission will comprise representation from:

- Academia (social and bioanalytical sciences)
- Data science (including ethical considerations)
- Pharmaceutical industry
- Policy experts, and
- Public research institutes

3.4 Members shall be selected based on the following:

- Field of expertise
- Diversity, and
- Geographical region.

3.5 Non-UKAD members of the Commission will be appointed for a term of three years. UKAD has the option to extend some appointments for a second but final term of three further years. Decisions regarding the duration of second terms will be made to preserve the continuity of the working practices of the Commission.

3.6 The Commission shall be made up of no more than ten (10) non-UKAD members.

3.7 UKAD shall provide the necessary administration and operational resources for meetings. Members will receive reasonable expenses for travel and sustenance incurred when attending meetings.

3.8 Members may be requested to join meetings held between UKAD and external organisations (e.g. research councils) linked with the objectives of the Commission.

3.9 Members will also be remunerated an agreed fee when conducting any additional work on behalf of the Commission.

4. Ways of Working

4.1 Meetings will be held twice yearly via video conference. Further ad-hoc meetings may also be organised whereby members will have the option to participate by conference call or in person.

4.2 The Chair will work with the Research and Innovation Lead to produce meeting agendas and supporting documents.

4.3 The Research and Innovation Lead will act as the secretariat for the Commission.

4.4 The quorum for any meeting shall be two-thirds of its membership.

4.5 The Commission will normally maintain an informal manner as is possible or appropriate for the conduct of Commission business. Any reasonable view will therefore be documented as members will act in an advisory capacity.

4.6 Recommendations decided at one meeting will be followed up at the next meeting.

4.7 The Commission shall, at least once annually, review its terms of reference and recommend any change it considers necessary to the Board for approval.

4.8 Other individuals and external advisers from relevant organisations may be invited to attend as a co-opted member for all or part of any meeting as and when appropriate.

5. Reporting

5.1 Records of meetings will be circulated promptly to all members for sign-off. Once the contents of the meeting summary have been finalised by all members, it will then be shared with the UKAD Chief Executive and Directors team.

5.2 The Commission Chair will also report formally to the Board.

5.3 Records of meetings may be made public in accordance with the Freedom of Information Act.

6. Confidentiality and Information Disclosure

6.1 In line with UKAD policy, members will declare potential or actual conflicts of interest to the Chair before becoming a member of the Commission. Members will also be required to declare any new potential or actual conflicts of interest at the start of each meeting.

6.2 Members shall not disclose to any third party, without the prior consent of UKAD, any document or information connected with work of the Commission. Members must seek express permission from UKADs Director

of Education, Insight and Global Engagement before conducting any interviews relating to their position on the Commission.

- 6.3 Each member must sign a confidentiality agreement at the time of becoming a member indicating their agreement to maintain the confidentiality, security and integrity of all documents during and after their term on the Commission.