

Minutes

Meeting Details

Meeting Name	UKAD Board Meeting 58
Date	7 November 2023
Time	10:00 – 13:00
Location	Trafalgar House, Croydon (and via Teams)
Attendees:	In attendance:
Mark Foster (MF)	Jane Rumble (JR)
Alison O’Riordan (AO)	Angelina Bassford (AB)
George Walker (GW) – via Teams	Philip Bunt (PB)
Suman Ziaullah (SZ)	Kirsty Cockburn (KC)
Trevor Pearce (Chair) (TP)	Hamish Coffey (HC)
Frances Akor (FA) – via Teams	Stacey Cross (SC)
Nicola Phillips (NP)	Nisha Dutt (ND)
Nicola Shannon (NS)	Paul Moss (PM) – via Teams
Ama Agbeze (AA)	Sam Pool (SP) – via Teams
	Lonyae Thomas (LT) – Board Apprentice
	Simon Mason (SM) – DCMS
	Joanna Innes-Hopkins (JIH) – minutes
	Apologies – Tony Josiah

Welcome & Apologies

1. Welcome, Apologies, Declaration of Interests

TP welcomed the attendees and welcomed Ama Agbeze and Nicola Shannon to their first Board meeting. Apologies were noted from Tony Josiah; Paul Moss and Sam Pool were attending as deputies. There were no new declarations of interest.

2. Approval of Minutes and Matters Arising

The minutes of the 25 July 2023 meeting were accepted as a true record. There were no matters arising not dealt with under the agenda.

An update was provided on the recently updated and published DCMS Framework Document.

3. Annual Report and Accounts – BP 35 2023

PB outlined the report and next steps. The Audit and Risk Committee recommended the Annual Report and Accounts to the Board for approval. The Board confirmed approval of the report and accounts and continued approval of the going concern.

4. Budget Assumptions 2024/25 – BP 36 2023

PB presented budget assumptions for 2024/25 which the Board noted. A more detailed budget outline would be submitted to Audit and Risk Committee and Board in February.

Ongoing pressures on UKAD's budget were noted.

5. Health and Safety Annual Update – BP 37 2023

PB outlined the annual health and safety update. The Board noted there were no incidents to report. There were plans for the organisation's health and safety policies for staff and workers to be further aligned.

6. Strategic Plan Refresh – BP 38 2023

Following discussions at the Board Development Day in June and Board Meeting in July, a further update on the Strategic Plan Refresh was provided. The Board were supportive of the changes. It was proposed that a final draft would be presented to Board for approval with an aim to launch at the end of March 2024.

The Board discussed performance metrics against the strategic objectives. **It was agreed this would form part of the agenda for December's Development Day.**

7. Chief Executive's Report – BP 39 2023

JR outlined highlights from the circulated report and responded to questions raised. **It was agreed that a more detailed briefing on third party delegations would be prepared for Board.**

SM provided an update on the DCMS Call for Evidence on Sport Integrity.

[REDACTED]

[REDACTED]

9. Finance and Resources Report – BP 41 2023

The report was noted. Conversations were ongoing re: the UK's WADA contribution funding.

10. Performance Report – BP 42 2023

The report was noted and the Executive Directors responded to questions and requests for clarity on data.

11. Alumni Network – BP 43 2023

TP presented a proposal to found a UKAD alumni network. The Board were supportive of the initiative. Terms of reference and criteria of membership would be drafted with an aim to launch in 2024.

12. Report from the Audit & Risk Committee

PB provided an update from the Committee.

13. Report from the Athlete Commission

There were no further updates at this time.

14. Report from the People Committee

The minutes of the Committee meeting were noted.

15. Report from the Innovation Commission

FA provided an update on the Commission following a successful face to face workshop in September. Recruitment was underway for new Commission members.

16. AOB

[REDACTED]

Farewells

TP marked LT and PB's last formal Board meeting, with further farewells to come at the December Development Day.

17. Date of Next Meeting

Tuesday 27 February 2024 (SportPark, Loughborough)