

Present:

Avril Davies (**AD**), Daniel Reese (**DR**), Andrew Stark (**AS**) Victor Gamperle (**VG**), Annette Campbell (**AJC**), Sam McLean (**SM**), Haidee Stratford (**HS**) & Ian Thomas (**IT**) (Part meeting only)

Apologies: Tom Houghton (**TH**)

MEETING PURPOSE

This meeting covered:

- Agreeing the objectives put forward by the Working Group leaders for the 2021/22 year
 - Providing an update on actions of the previous meeting
 - Gaining an update on our financial position
 - What does Track and Field look like in the future.
 - Other items
 - Action summary
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Working Group objectives:

- During their Board time, the Board reviewed their performance against the objectives set for 2020/21; their protocols for further activity and set their objectives for 2021/22. The latter are contained within the 2021/22 work plan.
 - The Chair moved that “all Board members be subject to election at the AGM for 2-yearly terms up to a maximum of 3 terms”.

CARRIED
 - The Board moved “ that a representative from the Canterbury Children’s group be invited to attend Board Meetings” Moved **HS**, seconded **AD**

CARRIED
 - The Board have added further objectives in the communication areas especially centred on club engagement. The secretary will ensure all clubs are sent Board minutes and working group reports monthly.
 - It was agreed that while the Finance group will continue to have objectives associated with ongoing financial viability, this group do NOT report to the GM but instead directly to the Board.
 - To avoid any potential conflicts in reporting lines it was agreed no Board member could lead a working group from July 2021. Working group leaders (except for the Finance group) are responsible to the General Manager who in turn is responsible to the Board.
- The Board thanked the GM and all Working Groups for the work done in both reviewing the previous year and putting forward objectives for the upcoming year. As a combined group, he noted there has been a significant amount achieved and the Chair indicated everyone involved should be proud of the progress made.

Workplan 2021/22

- The Working group objectives put forward by both the Coaching Working Group and Marketing & Communications Working Groups were approved – these will be put into the workplan
 - It was acknowledged that the Officials Working Group are charged with ensuring we have a more robust pool of officials in place AND it may take 2 to 3 years before current “at risk roles” can be fully covered. This group was asked to:
 - Add a further objective focussed on identifying key roles and having a succession plan in place for each of these roles that can be implemented over the next 2 to 3 years
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- To identify ways events (especially field events) could be run that minimised the requirement of qualified officials

 - The Board felt the objectives set by the Athlete Pathway Working Group were too broad especially as this was a new group. The Board, via the GM, asks this Group to produce a more honed version of objectives for the 2021/22 year that will be considered at their next meeting. (Team meeting on 29th April). The Board welcome the presence of this Group leader at this meeting.
 - In consultation with the General Manager the Board agreed to dis-establish the NPW activation Working Group and instead place the responsibility for enhancing the return from NPW with the GM.
 - Given the above the working plan for 2021/22 will be updated prior to the next Zoom meeting where it is envisaged the plan will be finalised. AJC will update the plan with the current information and circulate prior.

Actions from the Previous meeting

- NZCT funding application – a decision is expected by the end of April
- Coach Development connector – Good progress has been made and the person should be in place by the end of April
- Track & Field Grant application for 2020/21 – Not completed; will be relooked at for the next season
- CCC Sponsorship – the GM indicated he would be applying for \$10k for the Takahe to Akaroa by the 12th of April. Board members suggested he may wish to have this reviewed by Peter King who has been previously successful in gaining funding from the CCC for the Crater Rim.
- Subway Boards are in place and there has been interest from others to also place advertising boards around the site.
- The NPW sponsorship flyers are yet to be circulated to the Board – refer action summary
- A change in timing meant the letter to the NPW Trust re use of the Athletics area for other sports was of less concern. The Board though has asked the Board secretary to write to the Trust (our advocates) and ask them to take this matter up with the Council.

Finance report

- The financial reports were submitted and taken as read. Most areas are progressing to plan albeit the revenue from Track and Field was down on plan for 2020/21.
- Budgets for 2021/22 will be prepared over the upcoming period and all Working Groups will be asked to submit any requests for Financial support. **VG** will coordinate this.
- The Run to Remember provided a return of just on \$6.5K and a full viability review is in train. It is clear a contracted event manager would be required if a future event were to be hosted. The General Manager will present a report and recommendation for consideration by the Board at our May meeting. Sports Canterbury needs a decision as to whether Athletics Canterbury will host by the end of June 2021.

Track & Field

The current operational Chair for senior T & F is stepping down from his role and he has highlighted there is a coverage risk evident within our current Officials group, especially for field events, that will take some time to rectify. The T & F committee has been described, by the outgoing Chair, as dysfunctional.

Given this the Board has made the decision they need to step-in and assist this operational group to devise an approach for the 2021/22. The GM has been asked to consult with the following groups separately to gain their feedback on the current season and what they want to see going forward.

- T & F Officials
- T & F Coaches
- T & F Athletes

This is to be completed by the end of May after which (in late June) Board members not directly associated with T & F (i.e., AJC, VG and DR) will facilitate a workshop to agree a way forward for the upcoming season that allows T & F to operate without putting undue stress on our current officials.

Other business:

- The Board noted the contribution made by 18 of our officials who attended the National T & F champs in Hastings. **DR** was asked to thank this group.
- **HS** raised a concern over the cost of the Athletics NZ fees and made the point that the Athletics Canterbury fees for children were exceptionally low in comparison to other sports. This will be discussed further at our May meeting.
- **HS** also asked what could be done to get our elite athletes more engaged with the wider athletics community, especially children, if they are not contractually obliged to do so. Board members to give this some thought for discussion later.

KEY actions summary:

1. **DR** to follow up on the motion set by the Board that a representative from the Canterbury Children's group be asked to join the Board
2. **DR** to thank those officials who travelled to Hastings.
3. **DR** to write to NPW Trust re use over Athletics Area
4. GM to advise WG leaders re their objectives status and have revised approaches, where required, circulated prior to the Zoom meeting
5. GM to invite Athletes Pathway WG leader to this meeting
6. GM to survey groups associated with T & F as per the above and present a report on findings to the May meeting
7. GM to set up a workshop for T & F future planning for late June 2021
8. GM to present a report and recommendation to the Board on R2R at the May meeting
9. AJC to circulate updated 2021/22 work plan to the Board prior to the Zoom meeting later this month
10. **VG** to circulate NPW sponsorship flyer to the Board

Meeting closed at 8:38pm

Next meeting: Team meeting 7:30pm 29th April