

AUDIT, RISK, AND INTEGRITY COMMITTEE

Minutes of the meeting held 4<sup>th</sup> December 2020 at 3.00pm (Local UK)

<b>Members Present</b>	Victoria Brumfield (VB), Beth Friberg (BF), Jamie Gordon (JG), Narayanaswamy Ramachandran (NR)	
<b>World Triathlon Liaison</b>	Antonio Arimany (AA) Adrienne Proseilo (AP)	
<b>Board Liaison</b>	To be confirmed	
	<b>Minutes</b>	<b>Action Points</b>
<b>1) Declaration of Interests</b>	None Noted	
<b>2) Apologies</b>	Received from IH and BG	
<b>3) Election of Chair of the Committee</b>	NR proposed that JG be elected to the position of Chair of the ARI Committee and BF seconded the proposition. The vote was carried unanimously.	None
<b>4) Minutes of the Previous Meeting held on the 29<sup>th</sup> of August 2020</b>	The minutes of the previous meeting having been circulated prior to the meeting we proposed by JG as a true record of the meeting and we passed by those present at the meeting.	None
<b>5) Introduction of Members</b>	The Chair invited all present to introduce themselves and to give a brief background of their experience and their involvement in the world of Triathlon and Multisport.  It was commented on that the newly elected committee now has representation from the ATU, ASTC, ETU and PATCO thereby giving the ARI a balanced representation of, and for the member federations.	None
<b>6) Financial Update</b>	AA gave a presentation of the current in year budget, set against the original budget set and that of the Scenario presented to the member Federations, following the onset of the Covid-19 pandemic.	At the next meeting to review the year-end figures

	<p>A discussion then took place with regards to the figures presented by AA.</p> <p>AA explained that due to the cost controls imposed and the diligence of all concerned that the year-end position will still result in a loss, these losses have been minimised.</p> <p>A copy of the presentation by AA is appended to these minutes.</p>	<b>ALL</b>
<b>7) Set a schedule of meetings for 2020/21</b>	<p>It was agreed that the last Wednesday in the month, at 3pm UK time would be suitable for all in attendance. AA noted that AP is to be invited to all ARI meetings. This has been noted and JG will ensure that an invitation is issued.</p> <p>With regards to the Executive Board (<b>EB</b>) Liaison, IH has expressed his interest in continuing in the role, however AA informed the committee that this was to be determined by the EB at their next meeting on the <u>16<sup>th</sup> of December 2020</u> and we would be informed after this time.</p>	<p><b>JG</b> to issue Zoom invites</p> <p><b>AA</b> to inform of the EB liaison once this has been determined</p>
<b>8) Discuss Business Focus for 2022 – 2026</b>	<p>A discussion regarding the focus of the work of the ARI for the period of 2020 – 2024 was held.</p> <p>AA request that we review the following policies as a matter of some urgency:</p> <ul style="list-style-type: none"> <li>a) Currency policy</li> <li>b) Investment Management Policy</li> </ul> <p>It was agreed that the establishment of a Policy Register would be a priority together with a Risk Register.</p> <p>A review of the Continental Confederation (<b>CC</b>) grant process would start in the ensuing year with either PATCO/OTU or ASTC being selected for review. ATU and the ETU are not eligible for selection due to upcoming elections but will be included within the review cycle.</p>	<p><b>AA</b> to forward polices for review as a matter of urgency.</p> <p><b>AA</b> to arrange access to the 'google drive'</p> <p><b>ALL</b> to establish a review criterion and to select a CC.</p>

	It was agreed that we would set out a schedule for the next 12 months which would give ARI a road map together with a four-year plan.	<b>JG</b> to draft a 'year planner' and a 'four-year plan' for discussion at the next meeting.
<b>9) Any Other Business</b>	<p>BF raised the issue of Whistleblowing and asked AA what the current policy was and to whom a potential Whistle-blower would report to. AA answered stating that this was covered within the Staff Handbook, Safeguarding policy and referenced within the Rules Preventing Manipulation.</p> <p>NR raised the question of meeting as a committee at least twice a year in person, once Covid-19 allowed for travel. This carried forward and be discussed at the next meeting.</p> <p>The meeting closed at 4.15pm</p>	<p><b>AA</b> to forward policy and documents noted. BF to review and revert to the <b>ARI</b> at the next meeting.</p> <p><b>ALL</b> Discuss face to face meetings of ARI.</p>
<b>10) Date of Next Meeting</b>	27 <sup>th</sup> of January 2021 at 3pm UK	<b>JG</b> to issue Zoom Invite