

YDL Finance Officers Report to AGM 2018

With a change in Finance Officer this year, the clerking role has been divided between myself and Lorraine Vidler (the outgoing Finance Officer). The official date for change over was the 1st January 2018. I would like to thank Lorraine for making the transition as seamless as possible.

In the year just ended (2017-18) the league made a £48,791 surplus due to increases in affiliation fees and cost savings. In 2019 the UKA grant decreases to £60,000 (from £80,000). We propose that we reverse some of the previous cuts to hosting support and travel claims, and continue to promote talent and performance development using remaining grant funds and run a small deficit budget for 2018-19.

This year, following request in previous AGMs (and from individual member representatives) for greater transparency of costs (and division of account into categories to enable more informed decision making), we have proposed a new format for reporting the league's accounts.

To enable accounting consistency in the Income and Expenditure Account we have reported it in previous years' format and provided new version explaining where the larger sums of money are now being appropriated.

A forecast budget (using the new format) is also provided. The forecast includes proposed changes to hosting, travel and the reorganisation of hardship claims.

Income and Expenditure Account Explanations

This year we have chosen to show the "Contribution to clubs for Track Hire and Mileage" as this year's proposed figure (and not the actual figure paid this year for last year's costs - as in previous years). This enables us to see the true incomes and expenditures for the league year and true deficit/surplus relating to actual incomes and expenditure this league year.

While examining the accounts we found a slight error (£89) in the bank balance reported last year on the Balance Sheet this has been corrected in this year's Income and Expenditure.

We also found that the creditors from last year were higher than shown in last year's Balance Sheet. This is the "Prior Year Adjustment" shown on both this year's Balance sheet and the Income and Expenditure Account. This figure is actually accounted for, in the main, by the credits agreed for Midland teams when they had already joined the league with set Affiliation Fees agreed before the decision taken to reduce their number of division matches to three from four. The cost of the "Three Match Credits" was £2700 but was not shown as a creditor last year's balance sheet but was definitely a cost to the 2016-17 accounts year.

We have included some contingency in the Contribution to Clubs for Track Hire and Mileage this year as we have been receiving late claims. This is partially due to our error in not including a deadline date on the claim forms. It is also important to us to pay all teams what they are due both, for fairness, and to ensure accurate forecasting/comparisons for future decision making. This will mean we should expect a small (positive) "Prior Year Adjustment" next year.

New Format for Reporting Income and Expenditure

We have attempted to show income and expenditure under distinct headings which show the operation, development and support mechanisms of the league. Under those headings we have used sub headings to provide a greater description of costs within that heading. In an attempt to show the true costs of each distinct area, administration fees and other expenses have been apportioned across the new headings.

We are fortunate that UKA does not overly prescribe where the grant given to the League is spent (£60,000 for 2018-19). This allows us room to use the grant to help develop athletics through the league in the best ways we see fit. However we felt we did need to give some thought to the areas that we see the grant supplementing. To this end we created budget headings in expenditure that meet existing strategy aims of UKA (broadly interpreted as developing “Talent” and “Performance” “Across the UK”). We hope that these headings (and the subheadings within them) are reasonably self explanatory.

Hosting Support

In 2017-18 there were 163 divisional matches, 8 Area Finals (3 UAG, 5 LAG) and 2 National Finals (1 UAG, 1 LAG).

Area Finals

The Area Finals are hosted by teams/clubs/organisations local to those Areas and are administered by their Area Coordinators. Teams and clubs offering to host the finals have no guarantee that their team or athletes will be competing in them. All reasonable costs of the Area Finals are met by the League.

The costs of Area Finals are paid as soon as reasonably possible after they are incurred.

National Finals

By their nature there is no local scenario for the National Finals. A team of core officials (chiefs and a contingency of experienced officials) and experienced administrators is put together and managed by the League. In previous years, the league had recruited all officials but - as in other matches - the teams this year, were asked to supply their own officials as part of the cost savings requested. The National Finals necessitate a larger stadium (the cost of this is significantly offset by the gate receipts more easily collected at larger venues).

Due to complexities and workload involved in staging and running the National Finals, a Finals Coordinator is appointed and planning meetings are supported.

Accommodation for teams is not supported at the National Finals, though travel is considered as part of a cumulative match travel claim for the season.

The costs of National Finals are paid as soon as reasonably possible after they are incurred.

Divisional Matches

Of the 163 divisional matches nearly all clubs have claimed support. Insisting on evidence of facility and first aid costs has been time consuming for both the teams and the league. However going through the process this year has exposed differences in first aid and facility costs. How facility fees and first aid are negotiated is very much a localized issue. Indeed how the facility cost is derived and described on invoices from hosts is very diverse. Obtaining invoices from suppliers in sufficient time for processing has also proved difficult in many cases.

To this end we propose that for divisional hosting support next year we will use a formula to pay hosting support that only requires minimal evidence.

We propose that for the year 2018-19, divisional matches will be supported with the following hosting support formula:

A fixed support of £200

Plus an additional £30 for every team timetabled to compete at the match.

**Eg For hosting a six team match
Support = £200 + 6 (£30) = £380**

Additional support will be added for hosts using Photofinish, EDM and/or Wind Gauge measurements (Precision Measurements) –

**Photofinish £100
Track Wind Gauge £25
EDM £50
Field Wind Gauge £25**

Eg A host supplying all the precision measurement equipment for a six team match would receive £380 + (£125 + £50 + £25) = £580 in total support.

The support will be paid to the host on the proviso that the league administrator is satisfied with the post match documents.

As the calculation for hosting support will be agreed at the AGM each year this will enable payments to be made as reasonably as possible after they are incurred.

We believe this is fairer for all hosts; significantly reduces administration for teams and league volunteers; supports better financial planning for hosts and cash flow management for the both the hosts and the league.

Travel Support

We propose that travel support will be based upon the cumulative mileage that a team travels from (and returning to) their main track and field training facility and the match venues throughout the YDL competitive season. Upper and Lower age group teams are considered separately.

In the case of composite teams, the travel mileage shall be calculated from the main track and field training facility of the closest member club to the match venue. Composite teams may request special consideration for the support of travel for the proportion of athletes in their team from their other member clubs that travel further from their training base to each match venue. Enquiries for additional support of this kind should be made to Area Coordinators and any agreements for further travel support will be subject to committee approval.

We propose that travel support will be paid at 50p per mile on every mile over the first 400 miles of cumulative travel.

This is a reduced threshold for the start of support (from 500 miles to 400 miles) and it is hoped to increase the spread of support to more teams traveling significant distances. This threshold reduction change will more than compensate teams that previously claimed some higher rates at higher threshold levels.

As the calculation for Travel Support will be approved at the AGM each year, support will be paid as soon as reasonably possible after each team has completed its last YDL match of the season and submitted their claim which will be scrutinized by the league.

Reorganisation of Hardship Claims

As claim amounts have changed to meet reducing income through grants the disparity between those claiming Hardship Support and Travel Claims has increased significantly. The league proposes to address

this by dividing the Hardship Fund into constituent parts and thereby making the process more accessible and visible to all league teams.

Travel Support

All Travel (with the exception of “Travel Over Sea” – which applies to only two teams at present, Team IOM and Island Select) will now be calculated using the travel support calculation. Enquiries for additional support of any kind should be made to Area coordinators and any agreements for further travel support will be subject to committee approval.

Accommodation Support

Accommodation Support may be available for teams travelling over 3 hours to a match. This time does not include travel or multiple pickups.

For composite teams, whole team accommodation support would only be applicable if the nearest member club’s main track and field training facility is more than three hours travelling time from the match venue. Partial team accommodation for those athletes based at composite member clubs can be considered. For a full team requiring accommodation, support for up to nine additional adults will be considered (based on seven officials and up to two team managers). For partial teams individual cases can be considered.

Specified proof of financial expenditure for the number of overnight stays will be required and the numbers of athletes actually competing will need to be supplied before any accommodation support payments can be made.

Accommodation Support will be at the fixed rate per person per match staying overnight.

All accommodation support should be agreed by the committee prior to the deadline for the payment of team fees. Requests for accommodation support should be made through Area Coordinators soon after the timetabling of league matches are known.

Accommodation support is not available for the National Finals.

Travel over Sea

It is proposed that the league will continue to support teams requiring travel over sea. This was formerly supported through the Hardship Fund.

The league will consider covering a percentage of the costs of competing athletes and up to nine adults traveling from the island of their team training base to the UK mainland. “Travel Over Sea” support should be agreed by the committee prior to the deadline for the payment of team fees.

Proof of financial expenditure on travel over sea will be required and the numbers of athletes actually competing will need to be supplied before any “Travel over Sea” support can be paid.

Karl Ponty
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