



## **EA Board Meeting Outcomes**

Held on Wednesday 10<sup>th</sup> January 2018  
At Holborn Bars, 138-142 Holborn, London, EC1N 2NQ

**Present:** Myra Nimmo (MN) Chair; Chris Jones (CJ) CEO;  
Peter Crawshaw (PC); Neil Costello (NC); Tim Soutar (TS); Karen  
Neale (KN); Steve Grainger (SG); Mike Neighbour (MNb); Sally  
Hughes (SH); Mick Shortland (MS); Leshia Hawkins (LH)

**In Attendance:** Kate Lilly (KL) Head of Financial Control; Dan Isherwood (DI) attended  
1500-1550.

**Minutes:** Lynette Smith, Membership Services Manager

### **1. Welcome**

**MN** welcomed all to the meeting

### **2. Apologies**

No apologies.

### **3. Declaration of Interest**

No Declarations of interest.

### **4. Approve Draft Minutes of Previous Meeting Held on Wednesday 22<sup>nd</sup> November 2017**

- **LH** requested that the spelling of her name is corrected on Page 4.
- Minutes approved by all.

### **5. Actions/Matters Arising – All**

- **Item 6 – MN** wrote to Kath Grainger, Chair UK Sport
- **Item 10 – CJ** confirmed that HR Manager Gill Jones has arranged for a pilot Unconscious Bias Training session to be held.
- **Item 10 – Task and Finish Group** for the Council Review have co-opted an additional two members.

- The group members are confirmed as: -  
Steve Grainger  
Mike Neighbour  
Tim Soutar  
David Ralph  
Lijana Kaziow  
Keith Reed  
Moirra Gallagher  
Toks Adeniji  
Lynette Smith
- **Item 13** – The Governance Committee have confirmed that all Bodies funded by EA should be contacted formally and in writing advising that they must meet the Tier 1 Sports Governance essential criteria before any future funding applications are agreed.

#### 6. Chair's Items - MN

- UKA Chair Richard Bowker had dinner with **MN** and discussed the possibility of a joint Board meeting.
- A joint CEO/Chairs meeting to take place on 2<sup>nd</sup> February in London.
- The UKMC Meeting discussed the UKA 'Athletics in the UK Strategy'

#### 7. CEO Items - CJ

- Discussions with kit suppliers are ongoing for 2019-.
- A food retail company, after launch of their healthy eating range, have requested discussions with England Athletics
- The new entry system has now been launched and is being used to take entries for the Age Group Indoor Champs on the 23<sup>rd</sup>/24<sup>th</sup> February 2018.
- CG planning on track ahead of April Championships in the Gold Coast.
- Our first Volunteer Conference will be held in Birmingham on 3<sup>rd</sup> February 2018.
- Club Run continues to prove popular with clubs with latest round of applications being received.
- Road Running Roadshows planned for February.
- Operational and budget planning on track for 18-19 ahead of March Board meeting.

#### 8. Strategic Priority 2 – Clubs: Facilities & Multi Sport Environments - CJ

- **CJ** confirmed to the Board that Jonathan Lee is currently working on updating the Facilities Strategy which has a publication date of Spring 2018.
- Clarification of compact facility was given to the Board by **CJ** - a compact facility is normally aimed at congested/limited space in inner city areas where land is a premium and comprises of a 40-60 metre running straight, running/jogging routes around it and jumps and throws areas.

- **NC** raised that off-track facilities are historically more difficult to develop out of major conurbations rather than within them. This is particularly relevant to floodlighting, **NC** advised that whilst adequate lighting is key in his experience it is very difficult to obtain planning permission to install, due to the objections from residents to the facility.
- There was agreement within the Board that we should be pushing for multisport facilities and conjoining with other sports to ensure that facilities are utilised, and the financial burden of these facilities is therefore eased.
- The Facilities Strategy will be discussed and approved by the Board once Jonathan Lee has completed the paper in May 2018.
- **PC** requested that the priorities and current focus of the Focused Club development (59 Clubs) be with shared with the Board – **Action CJ for next meeting in his CEO report**

## 9. GDPR & UKA Update (DI)

- Following **DI** and **CJ's** imminent meeting with UKA **TS** requested that Muckle be consulted to ascertain our position on how exposed we are as an organisation about the new GDPR guidelines re the shared ownership of the data platform with UKA.
- **MN** requested that Muckle are consulted to ascertain whether our original service agreement states accessibility rights. **Action DI**

## Consultation Paper - DI

The Board received information regarding the recent consultation and roadshow events. The Board agreed: -

- 1) That there will be no Consultation Roadshow programme in 2018 (note that the CEO and members of the exec will continue to operate club visits during 2018 where engagement with members will take place and Directors/Council Chairs are welcome to join these) *Note that during early 2018, the exec will be holding a series of targeted road running roadshows targeting off track clubs and road race organisers specifically*
- 2) That EA will coordinate/collate targeted and specific online consultations during 2018. These will focus on specific areas of work and/or targeted to specific groups that subject to the impacts of points 1, 2 and 3, to provisionally agree to hold a Spring Consultation during 2019 which will be a year before the 2020 UKA rulebook launch.
- 3) To integrate the matter of how EA best utilises our Council network to consult with its membership. This is part of the existing remit of the Council Task & Finish Group work.
- 4) To pilot a few of its scheduled Board meetings close to Club locations/or at Club locations on a club training night and to structure Q&A sessions open to local clubs/members - **Action – CJ to consider meetings in for South East and Northern regions in summer and autumn.**
- 5) CJ to provide a paper on the status of all Area funding and progress made since 2017 – **Action CJ at March meeting.**

## 10. Committees Updates

- The updated Audit and Assurance Committee remit were approved by the Board.
- Queries regarding the Member Grievance and Disciplinary procedures which were raised and documented in the Governance Committee Meeting minutes are to be raised with Jane Fylan and she will be asked to attend the Governance Committee Meeting on 1<sup>st</sup> February 2018 - **Action CJ.**

- It is likely that due to delay in the procurement of the IT systems around £300k of this year's ringfenced Sport England budget will need to be pulled forward into 2018/19. This has been raised and approved by SE.

**11. AOB**

None Raised.

Next meeting will be held on Tuesday 3th March and Wednesday 7<sup>th</sup> March 2018  
At Birmingham University, Edgbaston, Birmingham