

**Meeting Outcomes of the England Athletics LTD Board  
held on 11 September 2019**

**Present:**

**Members of the Board:**

Adetunji Akintokun (AA)  
Lorna Boothe (LB) – Observer Role  
Ellie Brown (EB)  
Neil Costello (NC)  
Peter Crawshaw (PC)  
Steve Grainger MBE (SG)  
Leshia Hawkins (LH)  
Janyce Holmes (JH)  
Chris Jones (CJ)  
David Lodwick (DL)  
Myra Nimmo, Chair (MN)  
Tim Soutar (TS)

**England Athletics Officers:**

Michael Davis, Head of Finance (MD)  
Dean Hardman, Head of Business Partnerships and Major Events (DH)  
Dan Isherwood, Head of Insight and Performance Management (DI)  
Ben Patel-Sadler, Board and NED Secretary (BPS)  
Martin Rush, Head of Coaching and Athlete Development (MR) – For agenda item 10 only

**Other Representatives:**

None.

**1. Apologies**

1.1 None.

**2. Declarations of Interest**

2.1 None.

**3. Minutes of the meeting held on 31<sup>st</sup> July 2019**

3.1 It was agreed that BPS would amend minute 8.4 to reflect that the majority of facilities were owned and operated by local authorities.

3.2 It was agreed that BPS would amend minute 12.2 to reflect that the Board had suggested that the future membership of Task and Finish Groups should be determined by the Nominations Committee.

**4. Actions/Matters Arising**

- 4.1 The Board were encouraged to submit any suggested pre-Board discussion topics.
- 4.2 The Board noted that a report relating to Charitable Status would be submitted for consideration at the November 2019 meeting.
- 4.3 The Board noted that the AAC would be considering the issue of the Commonwealth Games, specifically the financing of the event (in relation to EA's responsibilities).
- 4.4 The Board noted that at the previous National Council meeting (28<sup>th</sup> August 2019) the proposed role profiles and terms of reference had been accepted by 8 out of 9 Regional Chairs. By virtue of a consensus agreement, these documents were now implemented as of 28<sup>th</sup> August 2019.
- 4.5 The previously National Council approved (and subsequently Board approved) Code of Conduct document in relation to members of National Council had been signed by 8 out of 9 Regional Chairs. The Board agreed that if a signed Code of Conduct form was not submitted then the EA National Council should discuss the matter and consider what further steps should be taken as part of its next meeting on 6<sup>th</sup> November 2019.

## **5. Chair's Report**

- 5.1 The Chair informed the Board that lottery funding remained stable – any impact on government funding provided to EA (via Sport England) would not be known until Brexit had occurred.
- 5.2 The Board noted that Sport England were currently devising their next strategy – the work of the EA Strategy Task and Finish Group was running in parallel to this.
- 5.3 The Board noted that Sport England had indicated that they would be seeking to focus on low socio-economic groups and inclusion strategies as part of their next strategy. The current government had indicated that they were in favour of sport being used as part of improvement in educational attainment and to deliver wider outcomes.
- 5.4 The Board noted the contents of the report – there were no further questions/comments in relation to the information contained within.

## **6. CEO Report**

- 6.1 In addition to the paper, the CEO wished to place on record his thanks to those Board members who had volunteered their time to present awards and attend EA competitions held over the summer.
- 6.2 The Board noted that Council engagement was good at both regional and national level – Club Support Managers were working closely with their respective Regional Councils.

- 6.3 The Board noted that Sport England had indicated that they would be providing an additional grant to EA in relation to the 2022 Commonwealth Games. This funding would be used specifically to help prepare the strongest possible England team to compete at the event.
- 6.4 The Board noted that over 130 clubs had signed up to attend funetics workshops – positive feedback had been received following the completion of recent workshops.
- 6.5 The Board noted that discussions had commenced with potential sponsors in relation to the funetics programme. The Board expressed a view that it was important to ensure that any potential sponsors were suitable/ethical organisations/companies.
- 6.6 The CEO informed the Board that the EA staff survey would be circulated shortly – this was an annual exercise. The feedback received from EA staff would be considered at the November 2019 Board meeting.

## **7. 2018/19 Statutory Accounts**

- 7.1 The Board noted that the AAC undertook a significant review of the 2018/19 statutory accounts at its meeting held on 21<sup>st</sup> August 2019. The Board now had an opportunity to suggest any amendments relating to the textual commentary which accompanied the accounts.
- 7.2 The following points were raised by the Board during the ensuing discussions:

The Board requested that some wording be included in the Strategic Report to reflect the review of NED and EA staff remuneration which had been completed during 2018-19. The Board requested that the work of the Remuneration Committee in relation to the benchmarking of EA staff salaries should also be included in the Strategic Report. The reduction in the Chair's remuneration should also be included in the textual commentary.

## **8. Affiliation and Athlete Registration Fees 2020-21**

- 8.1 The Board noted that over 3000 responses had been received following the conclusion of the consultation. The responses received would be used to inform future strategy planning around affiliation fees.
- 8.2 The Board noted that some aspects of the feedback received indicated that members would prefer differing fees for track and off-track disciplines.
- 8.3 The Board noted that an analysis of on vs off-track disciplines had shown that there was not as significant a gulf between the two activities to warrant setting separate affiliation fees at this time – this would be considered however during future affiliation fee consultations.
- 8.4 Subsequent discussions resulted in the Board agreeing that a slight increase in athlete affiliation fees was appropriate. It was further agreed that the fees for clubs

should be set at the current rate for the period 2020-21. The Board agreed that any increase in athlete or club affiliation fees needed to be justified, with evidence provided to outline the reasons (and benefits) associated with fee increases.

- 8.5 Other points made by the Board in relation to affiliation fees was that feedback from members and their clubs needed to be recognised. It was important to consider the differences in the size of clubs when considering affiliation increases – there could be a great deal of difference in what would be an affordable affiliation fee increase for a large club(s) compared with a much smaller club(s).

1.) The Board approved a £1 increase in athlete registration fees to £16 to take effect from 1<sup>st</sup> April 2020.

2.) The Board agreed to freeze the club affiliation fee to £150 for the period 2020-21.

## **9. 2019/20 Performance Update**

- 9.1 DI introduced the report and informed the Board that performance was regularly reviewed by the executive (on a monthly basis). The Board currently received performance updates twice per year.
- 9.2 DI highlighted the risk attributed to the reduction in athletes under the age of 17. There were lower risks related to the numbers of officials and coaches.
- 9.3 It was anticipated that the implementation of the funetics programme would result in a large rise in the number of under 12s partaking in the sport. Further work needed to be completed to determine a strategy to ensure that athletes aged 12-15 were retained in the sport. The Board noted that this strategy might involve the interrogation of each event group to determine where the highest rates of drop-out were occurring. The Board suggested that the power of 10 system be utilised to target individuals who had performed at a good level but had then dropped out of the sport – they could be asked for reasons as to why they had chosen to drop out. The Board noted that a survey of around 500 athletes who had dropped out of the sport had been undertaken where feedback was collated.
- 9.4 The Board noted that the current financial indicators were good.
- 9.5 The Board noted that there had been an increase in the number of coaching courses offered by EA. However, it was noted that coaches could be run leaders as opposed to a throws coach (for example). This made it difficult to identify particular areas of coaching where gaps existed.
- 9.6 The Board agreed that the data as presented in its current format was extremely helpful and clear

## **10. Talent Pathway Update**

- 10.1 MR introduced the report and provided the Board with an update in relation to the current Talent Pathway work.

- 10.2 The Board expressed a view that support for coaches was key – it was imperative to ensure that consistency for all coaches was reflected across both hubs. The Board noted that the competencies for coaches would be set by British Athletics.
- 10.3 The Board agreed that the partnership approach was the correct one in relation to the project. The Board expressed a view that it would be important to ensure targets were set so that the current and future success of the project could be determined (via a benchmarking exercise as the programme progressed).
- 10.4 The Board noted that both Leeds and Birmingham would specialise in endurance – Birmingham University would also facilitate jumps, throws and speed training.
- 10.6 The Board were informed that coaches would have input into the curriculum in operation at each hub. The aim was that each athlete/coach would have at least 18 ‘contacts’ at their respective hub over a 2-year period. The Board noted that there would be 100 practical workshops delivered to coaches with EA offering further practical support. The primary aim of the programme was to develop athletes and coaches in tandem.

## **11. Board Ratification of Committee Appointments**

- 11.1 The Board noted that the Nominations Committee had met on 20<sup>th</sup> August to consider the statutory Board Committee membership for 2019. The recommendations of the Committee were outlined in the report.
- 11.2 The Board noted that the Code for Sports Governance was consulted as part of the Committees deliberations – the recommendations included in the report ensured that EA remained compliant with the Code.

## **12. Finance Report**

The Board noted the financial update.

## **13. Committee Updates**

The Board noted the contents of the submitted report:

Noms Committee: 20.08.19 (draft minutes)

AAC 21.08.19 (draft minutes and update document)

National Council: 28.08.19 (draft minutes)

## **14. Facilities Update**

The Board noted the contents of the report.

## **15. Health and Safety Update**

The Board noted the contents of the Health and Safety Update and requested that the reports which are submitted to future meetings focus on any learning points in relation to existing policies.

**16. AOB/Date of Next Meeting**

- 16.1 The Board noted that the next meeting would take place on 20<sup>th</sup> November 2019, 14.00-16.30 at the Sport and Recreation Alliance, London

**MEETING CLOSED AT 16.50PM**