

ENGLAND ATHLETICS BOARD MEETING OUTCOMES

Thursday 28th January 2021
10am – 2pm Via Microsoft Teams

Present

Myra Nimmo (Chair) (MN)
Adetunji Akintokun (AA)
Lorna Boothe (LB)
Ellie Brown (EB)
Peter Crawshaw (PC)
Steve Grainger (SG)
Leshia Hawkins (LH)
Janyce Holmes (JH)
Chris Jones (CJ)
David Lodwick (DL)
Tim Soutar (TS)
Anne Wafula-Strike (AWS)

In attendance:

Sam O'Shea, Board and NED Secretary (SOS)
Michael Davis, Head of Finance. (MD)
Dan Isherwood, Head of Operations. (DI)
Emma Davenport, Head of Club Support & Participation (item 9 only) (ED)
Martin Rush, Head of Coaching and Athlete Development (item 11 only) (MR)

Pre-Board discussion

The Board reconvened after a productive discussion on the recent Board Review. It had been agreed that a separate session would be arranged for the autumn.

1. Apologies

None

2. Declarations of Interest

- TS: TS's club Blackheath & Bromley Harriers has applied for the latest round of club grants. The club also received a grant in the last round.
- AWS – sits on UKA Board.
- PC – sits on UKA Board (as from January 2021)

Resolved and Actions:

- 1.) Add declarations of interest to the Register of Interests log.

Welcome

Welcome to AWS to her first EA Board meeting.

3. Minutes of Previous Meeting

Resolved and Actions:

- 1.) The Board agreed that the minutes were an accurate record of the meetings.

4. Actions/Matters arising

- 4.1 There were no comments.

Resolved and Actions:

- 1.) None.

5. Chair's Report

- 5.1 The Chair's report was noted.

- 5.2 A discussion was held as to how we manage allegations of bullying raised with EA at a club level. MN and SG will meet to discuss potential policy improvements in this area.

Resolved and Actions:

- 1.) None.

6. CEO Report

- 6.1 CJ confirmed there had been no response from SEAA regarding the 2020 grant for delivery of the competition programme.
- 6.2 Staff morale is a potential concern and several initiatives have been delivered to try to support staff, including offering flexible working/furlough for parents of school age children, daily quiz/puzzle catch ups and regular staff conferences.
- 6.3 Workload has naturally increased following the restructure and so it continues to be important to push back on any work that is not essential or does not add any immediate value. The Board suggested that 1-2 paragraphs from the finalised Operational Plan should provide clarity to member clubs on what we will and will not be doing in 2021-22 in accordance to our strategic plan.
- 6.4 The joint commercial pipeline across all 5 parties is a work in progress and was an area of risk as it does not, at this stage, include any significant potential blanket deals that would reflect the scale of the sport and opportunity. This will be flagged at the CEO Forum. Work continues on the joined up UK wide commercial strategy.

Resolved and Actions:

- 1.) Produce 1-2 paragraphs from Operational Plan to share with member clubs re what we will/will not be doing.
 - a. Share with member clubs. Action: all
- 2.) At the CEO Forum, flag the risk/concern around the Commercial pipeline.

7. UKAM

- 7.1 The Board discussed the paper prepared by UKA which considered the composition of UKAM. This is due to be discussed at the NGB chairs meeting on Friday 5th February.
- 7.2 A full options appraisal was expected, as per the Street review. UKAM should be consulted on the content of the document prior to being sent to the full sport.

Resolved and Actions:

- 1.) The EA Board is not comfortable with the direction of travel:
 - a. An options appraisal should be put out to the sport
 - b. UKA's consultative document should go back to UKAM for approval
- 2.) The Board's view will be taken to the UKA Chairs' meeting. A draft of the note to the Chairs will be sent to the Board subgroup for approval.

8. Ratification of 2 Board Observers

- 8.1 Both candidates are involved in the sport, but each would bring very different skills and experience.

Resolved and Actions:

- 1.) The Board approved the appointment of Abdul Buhari and David Franks as Board Observers for 1 year from March.
- 2.) The Board also approved the proposed mentors (JH and LB respectively).

9. UK wide Safeguarding

- 9.1 These 2 policies replace the existing ones and bring them into line with the other HCAFs. The content has been reviewed by Governance Committee. The next stage is the design, followed by check and challenge with the end users.

Resolved and Actions:

- 1.) Both policies should be made consistent in form as well as substance (recognising there are some differences in approach between the two)
- 2.) Subject to further work on the formatting/grammar and the above actions, the Board approved both Safeguarding policies.

10. Strategic Plan

- 10.1 This final version of the Strategic Plan takes into account the feedback from the Board and National Council. The Board thanked DI and his team for an excellent piece of work.

Resolved and Actions:

- 1.) List in the document which groups were consulted.
- 2.) The Board approved the Strategic Plan.

11. Talent Hubs and Commonwealth Games

Talent Hubs

- 11.1 Activities are being provided online to mitigate the COVID-19 risk. Should EA wish to sustain the existing pilots and/or expand them, EA will look into funding.

Resolved and Actions:

- 1.) Give an indication of the scaled roll out and ensure value for money.
- 2.) Share the positive feedback received, with clubs and members
- 3.) Produce a survey so that clubs can report how the talent hubs have benefitted them
- 4.) The Board was content with the direction of travel.

Commonwealth Games

- 11.3 Selection policy to go live in March. Our allocation of team size is a potential concern.
- 11.4 British Indoors was cancelled but British Athletics are working with other organisations to put on preparation competition for the European Indoors. EA is working with the Areas and National Athletics Leagues regarding putting on national competition for elite athletes.
- 11.5 It is likely that the insurance premium will increase and the COVID situation would potentially exacerbate that.

Resolved and Actions:

- 5.) Consult with Audit and Assurance and the Board around our renewal quote which should be received by the end of February.
- 6.) Communicate the Commonwealth Games appeal process, recommendations and expectations so that it is clear when an appeal will be considered. The Board will appoint a formal Appeals Panel to review any appeals. The Panel should be in post by April 2022.

12. Finance:

Dec YTD and FY Forecast.

- 12.1 The Board thanked and the Finance team for the projection coming in close to budget despite the challenging year.

Resolved and Actions:

- 1.) The Board agreed to communicate now that from 1st April staff will return to their original salaries.

Operational Plan and Budget 21-22

- 12.2 The Board commended the process of implementing zero budgeting and building up based on the strategy.
- 12.3 The final Plan and Budget will come to the March meeting for formal approval.

Resolved and Actions: Actions: MD

- 2.) Carry out scenario planning at lower, more conservative levels. Share these, including worst case, with Audit & Assurance Committee, who will provide appropriate check and challenge.
- 3.) Review the company car allocation to understand which staff need a car and the cost per unit.

13. Impact of Council Elections

- 13.1 EB informed the Board of her difficult decision not to put herself forward for the upcoming elections. This was due to her combined workload across the Board and her other responsibilities. EB stepping down from London Council, will also impact National Council and the Board. The Board was sorry to hear of this decision but understood EB's reasons.

Resolved and Actions:

- 1.) The Board noted the high number of vacancies, the risks to certain regional councils, and stressed how important it was to recruit to the full.

14. Board rolling agenda

- 14.1 A recommendation from the last Board evaluation was for 50% of each meeting to be strategic. This rolling agenda showed the strategic and non-strategic items.

Resolved and Actions:

- 1.) Board members should consider what strategic/forward looking topics they would like to discuss at the meetings and inform MN and SOS.

15. BDO/SE Assurance Review – Annual Governance Statement

15.1 There were no comments from the Board. This will come for approval in March.

Resolved and Actions:

1.) None. Just for information

16. Draft Committee minutes

16.1 Draft minutes from the recent A&A Committee, Governance Committee and Comms T&F Group were submitted to the Board. There were no comments from the Board.

Resolved and Actions:

1.) None.

17. AOB

17.1 Chair recruitment: The advert was now live and the Board confirmed that they were content with the process.

Resolved and Actions:

1.) None

Date of next meeting: Thursday 25th March 2021

MEETING CLOSED AT 14:00

..... Chair