

**ENGLAND ATHLETICS ENGLAND COUECIL MEETING  
OUTCOMES  
21<sup>st</sup> April 2021**

11:00am – 2:30pm Via Microsoft Teams

**Present:**

**Members of the England Council (EC):**

Steve Grainger, Senior Independent Director (Chaired items 1 and 2) (SG)  
Jon Clarke (North West) (JC)  
Matthew Dalton (East) (MD)  
Adrian Day (London) (AD)  
Moira Gallagher (Yorks & Humberside) (MG)  
Janice Kaufman (North East) (JK)  
Richard Lewellyn-Eaton (South West) (RL) (joined after item 2)  
Jane Pidgeon (East Midlands) (JP)  
Stuart Paul (West Midlands) (SP)  
Julian Starkey (South East) (JS)

**Apologies**

Myra Nimmo, EA Board Chair (MN)

**England Athletics Officers:**

Sam O'Shea (SO), Board and NED Secretary

Chris Jones (CJ), CEO (item 8)  
Emma Davenport (ED), Head of Club Support & Participation (item 9)  
Nichola Skedgel (NS), Competition Innovation & Partnerships Manager (item 10)  
Dan Isherwood (DI), Head of Operations (items 11 and 12)

**Other Representatives:**

None.

SG welcomed the new Regional Council Chairs, (MD, JP and AD) to England Council. He also formally thanked, on behalf of the England Council, the valuable contribution that David Lodwick and Ellie Brown had made during their time on England Council and the Board.

**1. Electing a new England Council Chair**

The process for this item would usually be that the Board Chair (MN) would chair. However, in MN's absence, SG, Senior Independent Director, chaired. EC members confirmed their acceptance of an open vote.

One nomination had been received, from JS. Supported by SP and JK.

*JS left the meeting.*

SP and JK reiterated their support, confirming that JS would build on the excellent work started by David Lodwick and Ellie Brown, and his appointment would provide continuity.

**Resolved and Actions:**

- 1.) England Council voted unanimously for JS to take the role as England Council Chair. (MN's vote had been sent by email to SO).

*JS re-joined the meeting.*

SG congratulated JS on being voted in as EC Chair.

**2. Nominate the new EC Board representatives**

As JS was also standing as Board representative, there would be a conflict if JS was to chair. Therefore, SG chaired this item. EC members confirmed their acceptance of an open vote.

Two nominations had been received for the 2 England Council Board representative vacancies from:

- JS (supported by SP and JK)
- JK (supported by SP and JC)

*JS and JK left the meeting.*

**Julian Starkey: Resolved:**

- 1.) England Council voted unanimously for JS to join EA Board. (MN's vote had been sent by email to SO).

**Janice Kaufman: Resolved:**

- 2.) England Council voted unanimously for JK to join EA Board. (MN's vote had been sent by email to SO).

*JS and JK rejoined the meeting.*

SG congratulated JS and JK on being voted in as Board representatives.

*RLE joined the meeting.*

**SG handed over to JS, the new EC Chair, for the remainder of the meeting.**

*SG left the meeting.*

JS thanked David Lodwick, Ellie Brown and Clive Poyner for their contribution to England Council. He welcomed MD, JP and AD.

**3. Apologies**

Myra Nimmo, EA Board Chair

**4. Declaration of Interests**

JS declared he was part of UKAM (UKA Members).

JK reported that she was carrying out some work for the Power of 10.

**Resolved and Actions:**

1.) SO to formally log the declarations of interest. Action: SO

**5. Minutes of Previous Meeting**

The Council reviewed the minutes.

**Resolved and Actions:**

1.) EC agreed that the draft minutes were an accurate record of the meeting.

2.) Provide a copy of the minutes for signature by the EC Chair. Action: SO

**6. Actions/Matters Arising**

The action log was reviewed.

- Email functionality:
  - SO confirmed that Regional Councils were now receiving EA comms directly. The IT Manager was setting up EA emails for all RC Chairs which in turn will provide access to the RC paid Zoom accounts.
- National Awards:
  - EC would like an update on the start of the awards to EC.

England Council agreed with the actions marked to be closed.

**Resolved and Actions:**

1.) Update on awards at 11 August EC meeting. Action: SO

## 7. Skills matrix – draft template

EC reviewed the initial draft.

### Resolved and Actions:

- 1.) Update the Skills matrix and resend in Excel to EC: Action SO
- 2.) EC to complete their scores on the updated matrix and return to SO.  
Action: EC

All EC members introduced themselves and gave a brief summary of their current and recent experience within athletics.  
(All biographies are on the EA England Council web page).

## 8. CEO report

*CJ joined the meeting*

CJ thanked EC for their work at regional level which has significantly helped manage the Track & Field licensing process during the last 12 months. EC were reminded that CJ and the senior leadership team could be called upon to attend EC and RC meetings as required.

CJ updated EC on topics included within the report:

- Affiliation numbers looking good so far in the new affiliation year – this correlates with clubs returning to training activity and competitions being scheduled.
- Communication was received today from SEAA confirming their acceptance of EA's grant offer for 2020.
- Delivery has started for Funetics and 50 licenses are provisionally agreed so far.
- The 2021 English Schools grant will support their Track & Field, SIAB and Cross Country programme.

Discussions took place on the following topics:

- The Board Chair recruitment is being led by the Nominations Committee.
- Commonwealth Games:
  - webinars are taking place on the selection and appeals policy. The team size is currently smaller than has been in the past, as is the case for some other sports, but it is hoped that the numbers will be increased in the autumn.
  - EA comms will use the strapline "Journey to 2022" to encourage participation in summer competitions but also to spotlight some athletes and their hopes and backstory as we look towards 2022.
- Coaching courses: online courses will continue and face to face courses were starting to be implemented.

### Resolved and Actions:

- 1.) Update EC on Funetics at their meeting in August. Action: CJ

*CJ left the meeting*

**9. Club support update**  
*ED joined the meeting*

ED updated EC on a number of club related topics:

- ED will share an infographic that contains the details of the whole team who are here to support clubs, CSM, facilities, participation, resources, competition, road running and inclusion
- Club Conference – 50 registered so far. All are welcome and ED will send the link.
- Volunteer Awards
  - these will go live to nominees in the Summer. EC's help would be much appreciated to encourage more, quality nominations.
  - Lemon Zest (as used for National Awards) will be the digital platform.
  - Last year's National Award winners will be invited to the Hall of Fame.
- Run Leader development days: these were hosted online in March and will be followed up by face to face from May onwards.
- Club Support Fund – round 2: this will be a competitive round as more applications than available grants have been received.
- Club standards: These are not new, but are standards that should already be in place. Clubs are now required to meet these within 12 months. Clubs will then be more able to deal with issues that may arise.
- Safeguarding:
  - The 2 new policies (adult and child) were approved in principle by the Board in January. They are currently with UKA for final approval.
  - A new UKA case management system is being set up, called 'My Concern'.
  - EA confirmed that a disciplinary / safeguarding schematic was being developed which should help with clarity around this important area.
- CSMs:
  - ED reminded EC that CSMs can provide support with a number of areas, including pulling together meetings, attending meetings and tech support for forums or events.
  - If Regional Councils would like to receive Quarterly Reports, EC should let their CSM know the dates of their regional meetings.

It was suggested that if a regional council does run a forum, it would improve communications if the topics were shared amongst the other regions.

**Resolved and Actions:**

- 1.) Send Club Conference link to EC. Action: ED
- 2.) Let CSM know the dates of your regional council meetings if you would like to receive quarterly reports. Action: Regional Council Chairs
- 3.) Share forum topics with other regions. Regional Council Chairs.

*ED left the meeting*

**10. Return to competition update and UKA rules for competition consultation 2022**

*NS joined the meeting*

Return to competition

NS confirmed that 159 Track & Field licenses had been received, with a further 60 pending.

Various queries have been received including affiliation, number of officials, venues. These queries will be clarified and the system updated.

Role Profiles – Licensing Officers

EC have already contributed to these drafts and NS welcomed further comments.

**Resolved and Actions:**

- 1.) Feedback to NS on the Role Profiles for Licensing Officers. Action: EC

*NS left the meeting*

**11. Cross Country UKA update**

*DI joined the meeting*

In addition to the joint UKA/EA statement ([click here to read](#)) which was shared within the papers, DI updated EC that the key findings and next steps will be communicated via a webinar on 22<sup>nd</sup> April.

**Resolved and Actions:**

- 1.) None

**12. Communications update**

DI updated EC that as a result of the work carried out by the Communications Task & Finish Group and approved by the Board, EA will utilise its strategic campaigns to tell the story of what EA's aims are to further engage with our members. EA is looking to find a way to capture ongoing insight efficiently, taking into account the limited resource.

**Resolved and Actions:**

- 1.) None

*DI left the meeting*

**13. Officials liaison role**

MG had been involved in drafting this role profile and she explained to EC that although some counties were already liaising with officials and County Officials Secretaries (CofSecs), this role would help link people together where this link does not exist already.

**Resolved and Actions:**

- 1.) Make amendments to the role profile to clarify that it is not compulsory, but best a best practice requirement. Send to SO for circulation to EC. Action: MG
- 2.) Review the CofSec duties again, to provide a user friendly version. Send to SO for circulation to EC. Action: MG
- 3.) When the updated role profile and CofSec duties are received from MG, circulate to EC. Action: SO
- 4.) Discuss at the next regional council meetings and ideally suggest names people that could take on the roles within the counties. Action: Regional Council Chairs.

**14. EC Diversity Champion role and role description**

EC decided that they would like to have a longer discussion on this important topic and therefore it will be added to the agenda for the next monthly EC call.

**Resolved and Actions:**

- 1.) For the next EC monthly call add EC Diversity Champion role description. Action: SO

**15. EC meetings and frequency**

The meetings were noted.

**Resolved and Actions:**

- 1.) None

**16. AOB**

**Resolved and Actions:**

- 1.) None

Run Britain / Track and Field clash

EC agreed JK should communicate with Run Britain that by granting licensing for the same date as EA's Track and Field events, had caused problems.

**Next meeting:** 11<sup>th</sup> August 2021 via TEAMS

**Meeting closed at 2:30pm**