

**ENGLAND ATHLETICS BOARD MEETING
OUTCOMES**

Thursday 22nd July 2021
11am – 2pm Via Microsoft Teams

Present:

Myra Nimmo (Chair) (MN)
Adetunji Akintokun (AA)
Peter Crawshaw (PC)
Steve Grainger (SG) (*attended items 1-8*)
Leshia Hawkins (LH)
Janyce Holmes (JH)
Chris Jones (CJ)
Janice Kaufman (JK)
Tim Soutar (TS)
Julian Starkey (JS)
Anne Wafula-Strike (AWS)

Board Observers

Abdul Buhari, Board Observer (AB)
David Franks, Board Observer (DF)

In attendance

Michael Davis, Head of Finance. (MD)
Dan Isherwood, Head of Operations. (DI)
Sam O'Shea, Board and NED Secretary (SO)
Andy Anstey, Business Partnerships Executive (item 9)

1. Apologies

Lorna Boothe (LB)

2. Declarations of Interest

- JS – UKAM member (standing item)
- TS – conflict on the Rules agenda topic (Chair of the UKA Rules Review Group)
- PC – conflict on the Rules agenda topic (member of the UKA Rules Review Group).

Resolved and Actions:

1.) Log declarations of interest. Action: SO

3. Minutes of Previous Meetings

Resolved and Actions:

- 1.) The Board approved the track changes and agreed that the May minutes were an accurate record of the meeting.
- 2.) Provide a copy for the Chair's signature. Action: SO.

4. Actions/Matters arising

Resolved and Actions:

- 1.) SE funding [DI]: An update is provided within the CEO report. Close

5. Chair Report

5.1 UKAM feedback

The EA UKAM Task and Finish Group discussed the input to each of the stages of the UKAM discussions on behalf of the EA Board.

The following key letters were previously circulated via email to the Board.

They were attached again with the Board papers as a formal record:

- Proposal from UKAM to HCAF Chairs
- Letter from Sports Councils to UKAM
- Letter from UKAM to the Sports Councils

5.2 Chair appointment

SG, LH and LB (members of Nominations Committee selected to lead on the Chair appointment) have worked with Perrett Laver on the recruitment and appointment of the new EA Chair. Following a series of discussions with the members stakeholders, with the CEO and current Chair, the final interviews took place w/c 12/7/21 with 5 strong final candidates. The final decision should be concluded by 30/7/21 and SG will present to the Board on behalf of Nominations Committee.

Resolved and Actions:

- 1.) Set up a Board meeting in next couple of weeks for Nominations Committee to present their recommendations. Action: SO/ SG

6. CEO Report

- 6.1 Competition was taking place at all levels. The financials, affiliation and returning registrations were also looking positive. At the time of writing the report EA was roughly 50% ahead of 2020 and circa 16% behind a normal given year (2019). 26,000 additional athletes are required to register during 21-22 to meet the approved budget.

- 6.2 With regard to a recent incident at the senior championships, the situation is being investigated by the Head of Coaching & Athlete Development who is liaising with senior officials and the athlete concerned.
- 6.3 It was reported at the Board that some athletes may have recently competed, despite not being EA registered. CJ offered to look into this.

DI informed the Board that process improvements were being made to develop a central database containing all HCAF registrations.

The Board agreed that the importance of being EA registered should be communicated to athletes so that they are aware of the benefits to themselves, by being able to compete, and also to their club with support, grants and insurance.

Following input from Regional Councils, a paper on Affiliation fees will be discussed at the next England Council meeting on 11 August.

- 6.4 The Board was asked their views on the following events taking place:
- Pre-AGM informal Board meeting on Friday 22 October
 - Board meeting end August/beginning September to discuss the Sport England funding application.
 - Pre-AGM webinar for the membership as took place in 2020.
Secretary postscript: The pre AGM webinar has been set for 6 October 6pm. Zoom invitations will follow.

Resolved and Actions:

- 1.) Communicate with UKA in discussions relating to comms and UKA rules following the recent incident at the senior championships. Action: CJ
- 2.) Look into and feedback on the alleged non-EA registered athletes that have recently competed. Action: CJ
- 3.) The Board were content to continue with the pre-AGM informal Board meeting on 22 October. The agenda would be decided in due course. Action: CJ.
- 4.) **The Board agreed that a pre-AGM webinar for the membership should take place, as it provides the opportunity to engage with a much larger audience.** Action: CJ.

6.2 UKA rules consultation

TS repeated his conflict as Chair of the UKA Rules Review Group.

CJ informed the Board of the 2 requests for rules changes that had first been discussed at SLT.

- a) Northern Athletics

A discussion relating to entry requirements specific to Northern Area Competition and those athletes currently not able to compete in these events despite being born in the Area. Board agreed that it might be helpful for England Council to discuss this in the first instance to guide the Board on the appropriate action

b) Wheelchair users

EA had received a letter from Cambridge & Coleridge AC (C&C) requesting a review of this current rule specific to Wheelchair users in road races. TS confirmed that the UKA Rules Group had also received the letter and would be looking into it and any recommendations would be passed to UKA Board.

The Board agreed that **all** para athletes should have the opportunity to participate in road racing.

The Board discussed the process and although it was helpful that the Board is kept aware of the particular cases from individual clubs, if the number of cases increases significantly it would be difficult for the Board to discuss them all. In this situation they agreed that perhaps England Council could carry out the initial review of rule proposals in the future and pass their recommendations to the Board.

Resolved and Actions:

- 1.) **EA Board agreed that a rule change is not necessary for the Northern Athletics issue, instead the existing rule book needs to be adhered to.** England Council may discuss this. Action JS
- 2.) **EA Board agreed to acknowledge receipt to C&C and let them know that the Board has discussed this and is aware that UKA are in receipt of the letter and supporting evidence and that they will consider this rule review as part of the established consultation process.** Action: CJ
Secretary postscript: UKA has subsequently confirmed that it is in receipt of the rule proposal and that it will be reviewing the rule via its Rules Review Group.

7. UKA wide strategy / Schedule 2 / roles and responsibilities

- 7.1 This review's aim is to gain clarity for our members around the exact responsibilities for UKA and EA. CJ said he felt that the areas in need of focus were around capacity, clarity of responsibility and communication internally and externally. CJ will take the views of the Board to incorporate into a draft revised schedule 2 table from EA to UKA and the other HCAFs.
- 7.2 The Schedule 2 table was reviewed and following comments were made during the discussion:
 - Coaching qualifications:

- The Board noted that UKA is the licencing body and is accountable for quality assurance and producing the qualification content. HCAFs are responsible for delivering the training and supporting / deploying the tutors. The Board agreed that a clear progression pathway with all levels delivered by the same organisation would benefit coaches. The same principle applies to officiating.
- In terms of competition licensing, it would make sense that the organisation closer to the delivery on the ground should own this for track and off track specific to local club, league, championship, event specific and open meetings.
- To ensure good take up of courses across England, the Board agreed that input into the development of the courses from the Coaching Working Group is important in this area to ensure the interests of our members are reflected. It was noted that EA and the other HCAFs already have a place on the CWG and HCAF staff are often assigned roles (given responsibility) in such work even if the qualification is UKA owned (UKA are accountable).

Resolved and Actions:

- 1.) **The Board signed off the CEO recommendations around Schedule 2 / roles and responsibilities table**
- 2.) **Coaching: There was nervousness from the Board that EA had no accountability for the content of courses. However, if the structure confirms that coaching and officials are accountable to UKA, EA Board agreed that this needed to be communicated to our membership and that if there is dissatisfaction with a coaching qualification, this should be raised at UKA's AGM and not EA's. Action: DI**

8. Draft Annual Report and Financial Statement

- 8.1 The draft annual report and financial statement will be updated and taken to Audit & Assurance in August and final approval will be at the 9 September Board meeting.

Individual detailed feedback had been given on the text to the executive which would be accommodated in the next version.

Resolved and Actions:

- 1.) None

9. Sustainability strategy (Andy Anstey)

SG left the meeting during this discussion.

- 9.1 Board Sustainability Champion: as the whole Board buy-in to the sustainability strategy, the term 'Lead' would better reflect the role as main contact. JH had volunteered to take on this role.
- 9.2 Sustainability Task & Finish Group: the suggested membership includes an England Council member so this should be discussed at an EC meeting.

Resolved and Actions:

- 1.) **The Board was content with the direction of travel regarding sustainability.**
- 2.) **The Board was content with the role of Board Sustainability Champion**, but 'Champion' should be replaced with 'Lead'. Action: Andy Anstey
- 3.) **The Board was content with JH taking on the role of Board sustainability lead.**
- 4.) Sustainability Task & Finish Group:
 - a. Discuss at the England Council monthly call on 26 July. Action: JS
 - b. Clarify specific objectives / timeline and appropriate budget. Action: Andy Anstey.

Andy Anstey left the meeting

10. Company Cars

We are reducing our car fleet, will be embracing electric in line with our sustainability objectives and will work to appropriately manage those individuals who will no longer require a car for business usage.

The Board was asked to consider the high level decisions of the company car review and delegate the finer details of the conclusion of the process to RemCo. DF was invited to contribute to this agenda item as he has significant experience in this area.

Resolved and Actions:

- 1.) Work to appropriately manage those individuals who will no longer require a car for business usage. Action: MD
- 2.) Set up a RemCo meeting. Action: SO

11. Board Code of Conduct

Resolved and Actions:

- 1.) **The Board approved the updated Board Code of Conduct.**

12. Whistleblowing (internal) policy

Resolved and Actions:

- 1.) The Board approved the updated internal Whistleblowing policy.

13. Financial summary Q1 21/22

Resolved and Actions:

- 1.) The Board noted the financial summary.

14. Misc minutes

Resolved and Actions:

- 1.) The Board noted the draft Governance Committee minutes.

20. AOB

None

Date of next meeting: Thursday 9 September 2021

MEETING CLOSED AT 1:35pm

..... Chair