

**ENGLAND ATHLETICS BOARD MEETING
OUTCOMES
Thursday 24th March 2022
London and via Microsoft Teams**

Present:

Gary Shaughnessy, Chair (GS)
Lorna Boothe (LB)
Peter Crawshaw (PC)
Steve Grainger (SG)
Leshia Hawkins, via Teams (LH)
Janyce Holmes (JH)
Chris Jones (CJ)
Janice Kaufman (JK)
Clive Poyner (CP)
Julian Starkey (JS)
Anne Wafula-Strike, via Teams (AWS) (to the end of item 6)
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)

Liz Purbrick, Inclusion Manager, via Teams (item 12 only)
Andy Anstey, Business Partnerships Executive (Pre-Board discussion only) (AAn)
Russell, Seymour, CEO BASIS, via Teams (Pre-Board discussion only)

Apologies

Adetunji Akintokun

Pre-Board discussion

Sustainability

The purpose of this session was two fold:

1. to confirm the outcome of the task and finish group's work which has now concluded
2. to have time for a full board discussion and input on the topic of sustainability and the conclusions /next steps from the T & F group

Resolved and Actions:

- 1.) **The Board approved the approach outlined to update England Athletics long term strategy.**
- 2.) **The Board approved the sustainability outline and the approach to develop a more comprehensive sustainability plan.**

3.) The Board approved the end of sustainability task and finish group and the appointment of a steering group to provide strategic oversight and check and challenge as needed.

1. Apologies

AA

2. Declarations of interest

JH expressed her conflict for Item 10, regarding NED recruitment, as she is approaching the end of her 1st term.

3. Minutes of January meeting

Resolved and Actions:

1.) The Board agreed the minutes were a true reflection of the meeting.

4. Actions/matters arising

The Board noted the actions and their progress.

5. CEO report

5.1 This report focusses on the 5 priority areas (not in priority order) listed below:

- Re-invigorate track and field as a source of lifelong joy
- Make sure the bedrock of the sport is sound – quality and quantity of coaches, officials and administrators, a safe and positive sport, financially sound
- Raising standards and supporting innovation in road running and mass participation
- Making athletics and running core to a physically and mentally healthier England
- Success in the Commonwealth Games – developing talent, delivering potential and inspiring the future.

5.2 Other key points discussed included:

- CWG – appeal panel
- Staff
 - Following feedback from council, an Officials Development Manager has been recruited. Mark Ritchie is a Level 4 Official.
 - As Martin Rush will be leaving in the summer, his replacement will be recruited ahead of CWG. Sport England will be involved, and CJ will also engage with LB and JK as the process would benefit from their coaching experience.
- Safeguarding
- Cyber security and UKA shared systems
- Ukraine crisis / Russian Athletes

Resolved and Actions:

1.) The Board was supportive of the 5 priorities

6. Finance: updated full year forecast

MD updated the Board on the overall financial position including improvements since the previous forecast.

AWS left the meeting.

7. Chair's update

7.1 GS highlighted the importance of the 5 priority areas confirmed within the CEO report (Item 5), which were tangible actions that built on EAs strong strategy. The Board will continue to play an important role in supporting these.

7.2 GS updated the Board on the recent UKAM meetings which were open and positive. We will set up pre-UKAM meetings with our 4 representative Directors, (LB, CP, JS, JK), Club rep Grace Hall (with JS as the 2nd) and for Road Racing rep Roland Gibbard. These meetings would take place 2-3 weeks before each UKAM meeting so that EA can satisfactorily represent our clubs.

7.3 In addition to MD and DI, at the next Board meeting the attendance will be widened to include all of the Senior Management Team – Emma Davenport, Head of Club Support & Participation and Martin Rush, Head of Coaching & Athlete Development.

8. Operational Plan & Budget 22-23

8.1 DI updated the Board on the realistic and impactful Plan, prioritising our efforts in the areas most needed.

Resolved and Actions:

1.) The Board approved the 2022/23 draft operational plan and budget.

9. Stakeholder Management Plan

The Board reviewed the Stakeholder Management Plan. They agreed that this would benefit by a discussion with Council.

Resolved and Actions:

- 1.) Add the Stakeholder Management Plan to a future England Council agenda. Action: DI/JS

10. Nominations Committee recommendations

JH left the meeting for this discussion.

Independent Non-Exec Directors - 2nd term

Nominations Committee recommended moving away from the habitual process of an existing independent director automatically having to re-apply for a 2nd term alongside external candidates.

Nominations Committee's proposal is that Nominations Committee would:

- a. Receive the director's Annual Review feedback from the Chair
- b. Review the skills matrix
- c. Meet with the Director for an interview
- d. Make decision on whether the director should be appointed for a 2nd term or whether the role should also be advertised externally.

Resolved and Actions:

- 1.) **The Board approved the recommendation for the revised process listed above for an independent Non-Executive Director's 2nd term.**
 - a. **This process would be put in place for JH who comes to the end of her 1st term in October.**
- 2.) **The Board approved the following for the upcoming NED recruitment (PC and SG stepping down at the end of their 2nd terms)**
 - a. **Advert and placement, Interview Panel, role description and timeline**

JH returned to the meeting.

11. Major Sports Organisations

- 11.1 CJ informed the Board of the open and positive discussions that had taken place a recent meeting. The 2 areas of focus were development of a UK wide Road Running Strategy and the Road Race licensing structure. The Board would be kept up to date on any material changes as discussions progress.

12. Diversity & Inclusion Action Plan – draft Annual Report

- 12.1 LP summarised that this Quarterly Board report included the draft Annual Review requiring approval from the Board prior to finalising and adding to the website.

The Action Plan will be reviewed again in line with the updated Code for Sports Governance. Work had expanded, and was now looking at club leaders, coaches and officials. For the upcoming Board NED recruitment and Regional Council elections, focus will be placed on inclusivity.

Resolved and Actions:

- 1.) The Board approved the draft Diversity Action Plan Annual Report.**

13. Committees/Task and Finish Groups

Resolved and Actions:

The Board noted the minutes from Audit & Assurance, England Council and the Sustainability T&F Group.

14. AOB

- Whole Council Conference
- Board and England Council session
- Transgender discussions