

ENGLAND ATHLETICS BOARD MEETING OUTCOMES

Thursday 30th March 2023 10:30am to 3:00pm
Birmingham and via Teams

Present:

Gary Shaughnessy, Chair (via Teams) (GS)
Adetunji Akintokun (via Teams) (AA)
Lorna Boothe (via Teams) (LB)
Jim Buckle (via Teams) (JB)
Leshia Hawkins (via Teams) (to item 12) (LH)
Janyce Holmes (via Teams) (JH)
Chris Jones (CJ)
Janice Kaufman (JK)
Helen Kendall (via Teams) (HK)
Clive Poyner (CP)

In attendance

Sarah Benson, Head of Talent Development (SB)
Emma Davenport, Head of Club Support & Participation (via Teams) (ED)
Michael Davis, Head of Finance (MD)
Harry Lane, Board Observer (via Teams) (HL)
Dan Isherwood, Head of Operations (DI)
Laura Mason, Board Observer (LM)
Sam O'Shea, Board and NED Secretary (SO)

Tracey Francis, Participations Programme Manager, via Teams (Item 12 only) (TF)
Harry Stowe, Equality, Diversity & Inclusion Manager (item 7 only) (HS)

Apologies

Matthew Dalton (MDal)
Marilyn Okoro (MO)

1. Welcome and Apologies

Welcome to Harry and Laura.
Apologies received from Marilyn Okoro and Matthew Dalton.

2. Declarations of interest

There were none.

3. Draft minutes of the January meeting

Resolved and Actions:

- 1.) The Board agreed the minutes were a true reflection of the meeting.**
- 2.) Provide a copy for the Chair's signature. Action: SO**

4. Actions/matters arising

The Board noted the actions and their progress.

5. Board priorities session 12 April

GS informed the Board of the suggested focus for the session and asked for feedback around the five priorities aligned to the overall EA strategic plan.

LB joined the meeting.

6. Dashboard and CEO report, including UKA update

Dashboard

The new format dashboard focuses on the key metrics detailed in the operational plan and indicates the direction of travel. England Council currently receives a detailed dashboard.

CEO report

CJ reported that many positive activities were being delivered and events taking place, but challenges still remain, and we should be optimistic but cautious as we move deeper into 2023. The operational plan reflects this approach.

UKA update

The Board agreed it was important to support (and challenge) UKA wherever possible, whilst protecting EA's interests, particularly around shared services. We are currently working with an external organisation to review and update our Business Continuity Plan. Potential contingencies to those functions currently provided by UKA to the domestic sport should be considered to provide a stable solution for athletes, coaches and officials. Working with the other HCAFs on this would be important from a scenario perspective.

GS and CJ meet with the CEO and Chair of UKA regularly and there is a commitment from the English UKAM members to continue to meet to align their thoughts on UKA and where we need to support but also challenge the direction and decisions.

The Coach/Officials education transfer agreement is due to be signed in early summer, allowing sufficient time to communicate the change before the proposed transfer date of 1st October.

The Board noted that additional meetings may be required, outside of the scheduled meetings. GS and CJ will also continue to meet with UKA.

Harry Stowe joined the meeting.

7. Equality, Diversity & Inclusion

HS talked to the slides that were circulated which covered the current focus areas, key challenges, best practice, priorities moving forward and Board support. The Diversity Action Plan has been updated and will be made available on the website.

The Board was pleased to note EA had retained the Advanced Equality Standard for Sport accreditation. EA too part in the Sporting Equals representation index for the first time and were graded B (2nd on the leader board).

Transgender

Following the recent World Athletics announcement regarding Transgender athletes, an EA Transgender working group has been created to provide guidance. The implementation of the transgender inclusion policy will be a key priority and it will require clear communication and guidance supported by a robust and respectful process.

EA was supportive of the direction of travel (protection of the female category and the potential creation of an open category), and this had been communicated via a podcast.

A UKA statement was made on 30th March confirming the changes would take effect from midnight on 31st March 2023.

Resolved and Actions:

1.) The Board approved the Diversity Action Plan.

Harry Stowe left the meeting.

8. Full Year Forecast / Operational Plan & Budget

Full Year Forecast

MD talked to the paper circulated. The positive investment into competitions, and the wider sport (including English Schools), that EA has made as the outdoor season begins will be communicated at the pre-AGM webinar and also within the audited accounts.

Operational Plan & Budget

Rigorous planning had been carried out with department heads to give greater assurance, and the final iteration shows an improvement on the draft that came to the Board in January.

Resolved and Actions:

1.) The Board approved the Operational Plan and Budget for 23-24

9. People Plan

Whilst we are already actioning and documenting the various processes, the People Plan incorporates this information in a single document as required by the new Code for Sports Governance.

Resolved and Actions:

- 1.) The Board approved the People Plan**

10. Code for Sports Governance: Continued Compliance Statement

This statement is part of Sport England's scheduled process.

Resolved and Actions:

- 1.) The Board approved the Continued Compliance Statement.**

11. Nominations Committee meeting recommendations

Resolved and Actions:

- 1.) The Board approved the Board Recruitment and Succession Policy**
- 2.) The Board approved the Board Welfare & Safety Champion role description.**

Tracey Francis joined the meeting.

12. funetics programme update

Tracey shared detailed slides updating the Board on the programme and including data from April 2022 to February 2023 for schools, the community and CWG legacy. Steady growth had put funetics in a better place to take it forward as a growth and retention product.

A Sport England grant has been secured as part of the Commonwealth Games Legacy Programme to provide a free of charge offer to children within Birmingham and West Midlands. Work is also being carried out to look at the potential for expanding this pilot.

Resolved and Actions:

- 1.) The Board was supportive of the direction of travel. They agreed it was an important strategic priority.**

Tracey Francis left the meeting.

13. Risk register and heat map

Resolved and Actions:

- 1.) The Board noted the Risk Register and heat map.**

14. Board and Committee annual internal evaluations

Resolved and Actions:

- 1.) The Board noted the Board annual evaluation, and Nominations Committee evaluation.**

15. Communication and Board/Council messaging inc Stakeholder Engagement Plan 23-24

Resolved and Actions:

- 1.) The Board noted the 2023/24 Stakeholder Engagement Plan.**

16. Committee / England Council meetings/minutes

Resolved and Actions:

- 1.) The Board noted the minutes.**

17. AOB

AA left the meeting.

Tunji Akintokun, 2nd term: GS informed the Board of Nominations Committee's recommendation that Tunji continues to a 2nd term to retain his business skills and provide continuity to the Board.

Resolved and Actions:

- 1.) The Board gave approval for Tunji Akintokun to continue to a 2nd term as from the AGM in November.**

SECTION 2

Topics discussed/agreed outside of the main meetings.

Any information was initially recorded on the agenda for the Board's information.

3rd term on Regional Council

On 17 February, the Board considered whether to permit a councillor to stand as a regional councillor for a 3rd term. The Board agreed that a 3rd term on a regional council was not best practice. Instead, the councillor could be co-opted for a further year.