

## ENGLAND ATHLETICS BOARD MEETING OUTCOMES

**Thursday 25<sup>th</sup> September 2025**

London and Teams

### **Present:**

Gary Shaughnessy, Board Chair (GS)  
Adetunji Akintokun, SID (AA), via Teams (from Item 5)  
Lorna Boothe (LB)  
Jim Buckle (JB)  
Matthew Dalton (MD)  
Adrian Day (AD)  
Connie Henry (CH), via Teams  
Janyce Holmes (JH), via Teams  
Chris Jones (CJ)  
Helen Kendall (HK), via Teams  
Clive Poyner (CP)

### **In attendance**

Gabriel Akin-Odujobi, Board Observer (GA)  
Sarah Benson, Talent & Performance Director (SB), via Teams  
Emma Davenport, Clubs & Development Director (ED)  
Gemma Gillespie, Head of Finance (GG) (from Item 5)  
Dan Isherwood, Operations Director (DI)  
Sam O'Shea, Board & NED Secretary (SO)

### **Part attendance**

Andy Anstey, Head of Commercial (Item 6 only)  
Georgina Best, EDI Manager (Item 14 only), via Teams  
Ellie Wardell, Sustainability Manager (Item 6 only) via Teams

### **Absent**

Marilyn Okoro (MO)

- 1. Welcome and apologies**
- 2. Declarations of interest**  
There were none.
- 3. Draft minutes of the previous 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 upcoming actions and the actions that had already been marked as closed.

*Tunji Akintokun and Gemma Gillespie joined the meeting during Item 5.*

**5. Dashboard and CEO report**

5.1 CJ highlighted some key points from the paper circulated, including positive affiliation numbers. Work is continuing on the 1<sup>st</sup> April age group change in this important transition period. Funetics Multi Challenge is progressing well, and it has been positive to learn that many events were being proactively led without the need for EA's involvement.

5.2 Head of Commercial. Following a successful recruitment process the preferred candidate has formally accepted the offer.

5.3 CJ reported an excellent evening at the recent Y&H Volunteer awards with a particularly emotional acceptance speech from a long service award winner.

5.4 Concern was raised about the difficulties for Officials in progressing to Level 2. This challenge was reflected within the Dashboard and solutions are being explored.

5.5 Age Groups

The Board noted the updated provided within the CEO's report.

5.6 ESAA update

Copies of correspondence were shared with the Board. CJ informed the Board that ESAA will make their decision at their upcoming AGM.

5.7 App 5 – Board Engagement relationship matrix

CJ asked the Board to send any feedback on this first draft.

5.8 App 6 – Safeguarding, Welfare and compliance update

ED provided a comprehensive update to the Board.

*Andy Anstey joined the meeting.*

**6. Focussed discussion topics**

**6.1 Sponsorship update**

AAn updated the Board on material changes since the paper was circulated and a discussion took place regarding commercial challenges and opportunities.

CJ, GS and JH closed this discussion by thanking AAn for his work within the areas of commercial and sustainability.

**Resolved and Actions:**

- 1.) The Board approved the recommendations.

*Ellie Wardell joined the meeting.*

**6.2 Sustainability update**

JH introduced the topic and welcomed EW. EW presented slides which detailed the strategy, ambition, priorities, and areas where EA has control v influence. A discussion took place and the Board provided their feedback.

**Resolved and Actions:**

- 1.) The Board endorsed the sustainability approach.

*Andy Anstey and Ellie Wardell left the meeting.*

**7. Audit & Accounts**

Accounts, Letter of Representation and Going Concern

JH confirmed that the Audit & Assurance Committee had scrutinised the Audit and the Accounts. JH has had a meeting with the Audit Partner who subsequently attended the recent A&A Committee meeting in London. DI informed the committee that the Annual Report will be added to a dynamic web page with infographics to bring the positive activity to life.

**Resolved and Actions:**

- 1.) The Board approved the Annual Accounts and Letter of Representation.

**8. AGM plans and documentation**

SO highlighted some points from the paper circulated which included the AGM timeline. She informed the Board that if more than one Member Elected Director nomination is received, Civica will lead on the voting for this item. The Company Lawyer, Alison Jones, will be present at the Pre-AGM Webinar on 3<sup>rd</sup> November and at the AGM on 29<sup>th</sup> November.

There are no Articles changes for this year, but Governance Committee will carry out a review in 2026.

**Resolved and Actions:**

- 1.) The Board approved the AGM documents for the website:

**9. Audit & Assurance Committee**

**Resolved and Actions:**

- 1.) The Board approved the:
  - Reserves Policy
  - Whistleblowing Policy (external)
  - Whistleblowing Policy (internal)

**10. Finance Report**

10.1 GG reported the key financials from the paper. The YTD income is ahead of budget and core membership numbers are up compared to last year. The expectation is that the variances will level out over the year.

**10.2 Company Car allocation/allowance**

The existing company car allocation / allowance is in place for specific staff to enable them to carry out their roles safely and financially efficiently. A revised proposal was brought to the Board for consideration.

**Resolved and Actions:**

**1.) The Board approved the recommendations relating to company cars and delegated approval of the detailed arrangements to Nominations & Remuneration Committee.**

**11. Affiliation fees 26-27**

11.1 DI asked for Board approval following the consultation with regional councils and feedback from the Audit & Assurance Committee.

11.2 MD confirmed that England Council's (EC) view aligned with the recommendation presented to Board – namely, a £5 increase for clubs and member bodies and a £3 increase for athletes. There was minimal support for a £1 increase and the general view was that a more substantial increase would enable the necessary investment in the sport.

11.3 A discussion took place relating to the £2 race discount. CJ explained that there was a risk that if the club price and RUN:EA price is narrowed it could deter people from joining clubs. Another risk is that competition providers go elsewhere due to the barriers implemented from EA. GS agreed that council consultation is required, but asked that this isn't delayed a further year. CJ and DI agreed that event discounts should be looked at in more detail.

11.4 A comment was raised that the club/member body fee was too low. The insurance costs for a competition manager can be around £600, but this is included within an EA membership costing £210.

MD will discuss these points with England Council.

**Resolved and Actions:**

**1.) The Board approved the recommended affiliation fees for 26-27:**

- **Club and Member Body: £5 increase from £205 to £210**
- **Athletes: £3 increase from £20 to £23**

**12. Risk (Register, Heat Map, and biennial review update)**

DI updated the Board on the successful biennial external review. As a result of the findings, updates will be made to the Risk Register and Heat Map, which will be presented to both the Audit & Assurance Committee and the Board in November.

**13. Membership Task & Finish Group / RUN:EA verbal update**

DI updated the Board on membership, member feedback and digital improvements.

*Georgina Best joined the meeting.*

**14. Diversity & Inclusion update**

14.1 GB highlighted some key points from the paper circulated, including an update on the awards that EA is and will be part of. The paper also provided an update on the Diversity & Inclusion Action Plan (DIAP).

**14.2 Club and Organisation diversity data**

GB explained that there was more to be done to fully understand the data which is important in shaping the work of both EA and the Personal Best Foundation.

14.3 MD commented that he would like to bring all regional council diversity leads together to meet with GB and he will follow up to arrange this.

*Georgina Best left the meeting.*

**15. AOB**

**15.1 Facilities Task & Finish Group verbal update**

AD informed the Board that a draft consultancy framework is being developed to bring in some external support. The next step is to engage with Sport England in Nov/Dec with the strategy work commencing in January.

15.2 SO informed the Board that as from 18<sup>th</sup> November Companies House will require all directors to verify their ID via their website.