

ENGLAND ATHLETICS BOARD MEETING OUTCOMES

Thursday 20th November 2025

London and Teams

Present:

Adetunji Akintokun, SID and Chair for this meeting (AA)
Lorna Boothe (LB), via Teams
Jim Buckle (JB)
Matthew Dalton (MD)
Adrian Day (AD)
Connie Henry (CH), via Teams (to Item 13)
Janyce Holmes (JH)
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) (to Item 13)
Emma Davenport, Clubs & Development Director (ED)
Gemma Gillespie, Head of Finance (GG), via Teams
Dan Isherwood, Operations Director (DI)
Sam O'Shea, Board & NED Secretary (SO)

Part attendance

Scott Grace, Coach Development Manager (Item 13), via Teams
Chris Mallender, Head of Workforce (Item 13), via Teams
Nichola Skedgel, Head of Competition & Partnerships (Item 8), via Teams
Amy Weaver-Tyler, Personal Best Foundation Manager (Item 6), via Teams

External attendees

Dean Hardman (Item 8) via Teams
Mark Lawrie, Chair of Personal Best Foundation (Item 6)

Apologies

Gary Shaughnessy, Board Chair (GS)

Absent

Marilyn Okoro (MO)

1. Welcome and apologies

The Board noted apologies from GS.

2. Declarations of interest

- 2.1 CJ declared that he will be joining the Sport & Recreation Alliance Board for 12 months, to represent the governing body coalition.
- 2.2 JH declared that she will be joining the BASIS Board. GS and CJ have given their approval.
- 2.3 AA declared that he will be joining Pathos Communications Board (a Dubai based PR company).
- 2.4 Relevant to item 8.3, CP declared his interest in the competition funding application from Eastern Athletes League.

Resolved and Actions:

- 1.) Record the declarations on the Director interests log. Action: SO

3. Draft minutes of the previous meetings

Resolved and Actions:

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

4. Actions/matters arising

The Board reviewed the open actions and those marked to close.

5. Dashboard and CEO report

- 5.1 CJ provided an update on some key points referenced within the report. We are almost at 100% club compliance for all 7 standards. The success of this year's regional club forums has shown that local is better and the increase in CSMs for 26-27 will bring further benefit.
- 5.2 Annual Report / Strategy Progress
The annual report has been launched, along with a short video to bring it to life. Key strategic priorities are being discussed across the organisation.
- 5.3 Dashboard
ED commented that following the completion of the coach and officials education refresh, open training will be available for athletes, parents, volunteers and support will be provided for clubs to embed this.

Mark Lawrie and Amy Weaver-Tyler joined the meeting

6. Personal Best Foundation annual update

- 6.1 ML opened the discussion by expressing his pride in serving as Chair and he thanked AWT for her excellent management of the charity. AWT summarised the progress and priorities. The charity's capacity has been increased significantly following the appointment of a small team which is already bringing real benefit. The community programme pilot delivery has been very successful with a second one planned.
- 6.2 The Citroen partnership's focus is to grow and expand the schools programme, and a video of the launch day was shared. It is hoped that impact data will be available to share next year and this will open up more opportunities to attract the larger funders. A new film has been developed, and this will be promoted on 2nd December via LinkedIn.
- 6.3 A discussion took place and the Board provided feedback.

7. Athlete Panel

- 7.1 SB provided an update on the Panel's activities.
- 7.2 Members are appointed for a 2-year term but are permitted to stand for 2nd term. The Panel will formally confirm their intention prior to January when the advert will go live.

Resolved and Actions:

- 1.) Terms of Reference:
- **Subject to some additional text, the Board approved the Terms of Reference.**
- 2.) **The Board approved the Chair and Vice Chair role descriptions**

Dean Hardman and Nic Skedgel joined the meeting.

8. Focussed discussion topic: Competition (Item 7 on the agenda)

- 8.1 Competition Strategy
NS presented some slides which provided a high-level summary on progress and priorities. The Board provided feedback.
- 8.2 Track & Field Vision update
DH provided an update on the Vision Group's report which will be shared soon. The report has identified five priority elements which, when considered holistically, should bring real benefit to the sport.

CJ added that the CSMs and Regional Councils will be crucial in bringing the report to life and developing the roll out plan. Some years ago, 53 athletics networks were set up to work collaboratively and share best practice. Those that are still operating will be mapped against our talent hubs.

A discussion took place and the Board provided feedback.

8.3 Competition funding

SB and NS highlighted some key points from the paper circulated and updated the Board on the process that had been followed. The Board reviewed the funding allocation recommendations from the panel and provided their comments.

Resolved and Actions:

1.) The Board approved the funding allocation outcomes.

Dean Hardman and Nic Skedgel left the meeting.

9. **UKA safeguarding policies**

Resolved and Actions:

1.) The Board endorsed the Adult Safeguarding Policy & Procedures and the Codes of Conduct.

10. **Nominations & Remuneration Committee**

JH informed the Board of the Board Observer recruitment process.

Resolved and Actions:

1.) The Board ratified N&R's decision to appoint Jon Mulkeen as Board Observer, to commence in March 2026.

11. **Risk Management update**

DI reported the key aspects have been reviewed by Audit & Assurance Committee following the recent biennial risk review: the Risk Management Policy, Risk Register & Heat Map and the Business Continuity Plan.

Resolved and Actions:

1.) The Board approved the Strategic Risk Management Policy

2.) The Board approved the Business Continuity Plan.

3.) The Board noted the Risk Register and Heat Map.

12. Schedule of Delegated Authority (SoDA)

Resolved and Actions:

- 1.) **The Board approved the Schedule of Delegated Authority.**
- 2.) The Board noted the non-financial/Committee Schedule of Delegated Authority.

Chris Mallender and Scott Grace joined the meeting.

13. Coaching review

13.1 CM and SG presented slides and summarised the overall ambition to bring in more coaches and improve coach development. The activity taking place includes the Advance Coach Programme planned for 2026. In addition, the Learning Management System (LMS) will combine e-commerce, bookings, content delivery, compliance and development, all in one place for coaches. The non-linear journey is complex, so visuals and interactive options are being developed.

13.2 A discussion took place and the Board provided feedback.

Connie Henry and Sarah Benson left the meeting during this item.

Chris Mallender and Scott Grace left the meeting.

14. Finance report

GG summarised the half year position, highlighting some key points included in the paper. .

15. Membership Task & Finish Group

DI updated the Board on the new digital marketing agency which is bringing real benefit to the campaign. RUN:EA will be exhibited at the Running Show in January.

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SECTION 2 Topics discussed/agreed outside of the main meetings.
Any information was initially recorded on the agenda for the Board's information.

Member Elected Director

On 21st October the Board was informed that a nomination form had been received from Clive Poyner. This appointment will be voted on/confirmed at the upcoming AGM.